

CLEAN AIR ACT PUBLIC PARTICIPATION PROCESS

Point A: Detailed information is required from the facility.

- Required for the Project Manager to prepare a Facility Profile prior to the 180-day notification.
- The Project Manager is situated in the Impact Management Branch and is usually the engineer responsible for the Operating Approval of the facility. The Department's Public Participation Officer is a permanent member of each project team and other technical & regional staff are involved as appropriate.

Point B: First notification. Comment period begins.

- A public notice is placed in the local papers of the area in which the facility is situated and information is available on the Department's Clean Air Act Public Information Access Site on the Internet. The notice indicates the dates that the public review period begins and ends; that information about the facility is available and provides contact information for the Department and the company.
- The Facility Profile is a document that describes the facility's operational processes, potential air quality impacts, air quality compliance and enforcement, and public outreach activities.

Point C: Second notification. Interim Summary and Draft Approval are available.

- Marks the mid-way point of the public review period and a second notice is placed on the Department's Internet Site. This notice indicates that the Interim Summary of Issues and Responses and the Draft Approval are available, reminds the public that there is an additional 60 days for review, and provides contact information.
- The Interim Summary, which is prepared by the Project Manager, outlines the comments received or issues raised and provides, where appropriate, a response which may be reflected in the Draft Approval or dealt with through other means. The names of individuals who have provided comments are not identified.

Point D: Comment period ends.

- The comment period ends and the Project Manager proceeds with the preparation of the Final Summary of Issues and Responses and Intended Approval before putting forward a recommendation to the Minister regarding the Public Participation Process and the new operating approval.

Point E: Media release. Final summary and intended approval are available.

- The Minister's determination is made public through a media release. The Final Summary of Issues and Responses and the Intended Approval are made available.
- The Final Summary, which is prepared by the Project Manager, outlines all the comments received or issues raised throughout the process and provides where appropriate a response which may be reflected in the Intended Approval or dealt through other means. Again, the names of individuals are not identified.

Appeal deadline.

- The public has a 15-day window during which to appeal the Minister's decision regarding the Public Participation Process.

Point F: Existing approval expires.

- The existing approval expires and is replaced by the new Approval.

Public Participation Process For Class I Air Quality Approvals

Time-Line

