

September 24, 2015

# Issues, Comments, Questions and Metro Vancouver Responses

## Lions Gate Public Advisory Committee (LGPAC) Phase 2: Meeting # 1

September 24, 2015, 6:30 p.m. – 8:30 p.m.  
Norgate Community Elementary School  
1295 Sowden Street, North Vancouver, BC



## TABLE OF CONTENTS

---

1. Welcome and Opening Remarks .....	1
2. Agenda Review and Roundtable Introductions .....	1
3. Project Introduction/Update .....	1
4. Engagement and Consultation .....	2
5. Lions Gate Public Advisory Committee.....	2
6. Work Plan and Meeting Dates.....	3
7. Next Steps and Closing Remarks .....	4
8. Issues, Comments, Questions.....	4
Project Funding.....	4
Functioning of LGPAC Meetings .....	5
Air Quality Monitoring Station .....	5
Attendance.....	6

## 1. Welcome and Opening Remarks

Andrea Winkler, Program Manager, Public Involvement, Liquid Waste Services, Metro Vancouver (MV), called the meeting to order and welcomed all to the first meeting of the Lions Gate Public Advisory Committee (LGPAC) for the Design and Construction Phase of the Lions Gate Secondary Wastewater Treatment Plant (LGSWWTP).

Ms. Winkler reviewed the involvement of the LGPAC and consultation process undertaken for the Project Definition Phase. She noted that the input provided during the Project Definition Phase by the previous LGPAC was invaluable and was greatly appreciated by the North Shore municipal councils, the LGSWWTP project team and the Metro Vancouver Board of Directors.

Ms. Winkler advised that the mandate of this LGPAC is to provide input into the Design and Construction Phase elements.

## 2. Agenda Review and Roundtable Introductions

Marni Robinson, Facilitator, Context Research Ltd., introduced herself and reviewed the agenda for the meeting. Ms. Robinson led a round of self-introductions.

The objectives of the meeting are:

- Provide an overview of the project
- Introduce the Public Advisory Committee and the project team
- Review and confirm the Terms of Reference and work plan
- Select a Committee Chair.

## 3. Project Introduction/Update

Paul Dufault, Project Manager, LGSWWTP, MV, led a review of a presentation and highlighted:

- Overview of the Greater Vancouver Sewerage and Drainage District
- The existing Lions Gate Wastewater Treatment Plant
- Regulatory obligation to provide secondary treatment by 2020
- The land on which the existing plant is located will be returned to the Squamish Nation when the LGSWWTP is built
- Site of the new LGSWWTP
- High level goals of the LGSWWTP and how they will be met:
  - Provide secondary treatment
  - Provide resource recovery
  - Sustainability
  - Community integration
- Integrated design process utilized during the Project Definition Phase
- Reports resulting from the Project Definition Phase
- Activities and timelines of the Design and Construction Phase.

## 4. Engagement and Consultation

Ms. Winkler reviewed the Engagement and Consultation Program:

- Engagement and consultation during the Project Definition Phase:
  - Community engagement, events and forums
  - Key decision points
  - Public input incorporated into the conceptual design
- Consultation areas in the Design and Construction Phase:
  - Architectural guidelines
  - Construction and traffic mitigation
  - Air quality monitoring station
  - Education and awareness
- Preliminary timeline.

## 5. Lions Gate Public Advisory Committee

Ms. Robinson reviewed the function of the LGPAC:

- Lessons learned from the previous LGPAC:
  - Terms of reference/mandate
  - Types and availability of information
  - Information flow
  - Utilization of LGPAC member expertise
  - Mitigation planning
  - Meeting frequency and format
- Terms of Reference:
  - Outlines the areas on which input will be sought from the LGPAC
  - Operating guidelines regarding:
    - Public communication
    - Roles and responsibilities of the project team and process facilitator
  - Community representation.

Ms. Robinson sought the input on the need for a Committee Charter. The LGPAC members provided the following comments:

- Sharing the floor:
  - Do not have the expectation that everyone should speak in turn on a topic
  - People will speak if they have something to contribute
  - Proportionate representation
  - Be clear that the Chair does not have a greater voice than the other LGPAC members
  - It is typical to follow Roberts Rules of Order
  - Need to clarify the role of the Chair
  - Need to clarify how decisions will be made
  - A less formal, more free-flowing safe space environment seems to work better in allowing a diversity of opinions to be expressed
  - The need for professional courtesy to be given to all LGPAC members; one member speaking at a time

- One of the roles of the Chair is to bring quieter members into the conversation
- Clarify the deliverables of the LGPAC to ensure that sufficient time is provided to deal with all issues
- Approach issues in an organized way
- Showing support for issues:
  - The informal approach to decision-making worked well with the previous LGPAC
  - Roberts Rules is very formal but it is efficient
  - The LGPAC will not be voting on issues.

The LGPAC agreed to utilize an informal method of indicating support, rather than formal voting.

Ms. Robinson sought input regarding the need for and role of the Chair and Vice-Chair. Committee members discussed the pros and cons of having a Chair and Vice-Chair. It was agreed that there would be an LGPAC Chair and Vice-Chair. Members were invited to inform Ms. Robinson if they are interested in assuming either of these roles.

## 6. Work Plan and Meeting Dates

Ms. Robinson reviewed the LGPAC work plan and proposed meeting dates:

- October – Air Quality Monitoring and Education
- November – Draft specifications for review and input
  - Construction
  - Traffic
  - Architectural guidelines
  - Public meeting: tentative date November 24, 2015
- December – Final input to the Request for Proposal (RFP)
- January/February
  - Communicate on what is included in the RFP
  - Tour of current Lions Gate Wastewater Treatment Plant (optional)
- March – Report to Metro Vancouver staff on work to date.

It was agreed that LGPAC meetings would be scheduled in October and November. MV staff will canvass LGPAC members regarding meeting dates.

The LGPAC members provided the following comment and question:

- Suggestion that the LGPAC tour the modern wastewater treatment plants in Washington State
- Would it be possible for the LGPAC members to attend the MV Zero Waste Conference that is being held on October 29, 2015?

## 7. Next Steps and Closing Remarks

Ms. Winkler reviewed the next steps:

- Canvass for October and November meeting dates
- Finalize Terms of Reference
- The meeting summary will be provided to LGPAC members and posted on the MV website.

LGPAC members were reminded to advise Ms. Robinson of their interest in serving as Chair or Vice-Chair.

## 8. Issues, Comments, Questions

The following table summarizes MV's responses to questions and concerns provided by attendees, organized by topic, throughout the meeting:

Issue, Comment, Question	MV Response
<b>Project Funding</b>	
Has funding from senior government been confirmed?	<p>We have applied to the provincial and the federal government for funding but we have not received a response from either level of senior government. We also applied to P3 Canada for funding.</p> <p>The project team has received approval from the MV Board to proceed to the RFP stage.</p>
Is this technically a P3 project?	This is a Design, Build, Finance (DBF), which is technically a P3 project because of the financing requirement.
When will the Request for Proposal (RFP) be issued?	The Request for Qualification (RFQ) will be issued next week. The RFP will be issued at the end of March 2016, subject to MV Board approval.

Issue, Comment, Question	MV Response
<b>Functioning of LGPAC Meetings</b>	
Will members of the public be permitted to speak at LGPAC meetings?	LGPAC meetings are open to the public to attend as observers. We could set some time aside at the end of each meeting to provide an opportunity for the public to speak.
How would email meetings work?	We would email the presentations to LGPAC members and establish a forum where comments could be exchanged, rather than holding an in-person meeting.
If it is a really important issue, an exception should be made to the 3-month meeting frequency.	The November meeting is important and we would want to proceed with that meeting, at a minimum.
<b>Air Quality Monitoring Station</b>	
I understood that the decision on an air quality monitoring station to be located at the Norgate Community Elementary School had already been made.	It is in the project budget but the School District has not authorized the location of the station at the school. We will need to reflect the needs of the community to the School District. The LGPAC could advocate for this.
Is the air quality monitoring station part of the RFP?	No, it is a completely separate issue. There is additional air quality monitoring that will be included at the plant. The first air quality monitoring station will be tied into the regional system.
How useful is the regional system in measuring odour? I am not interested in the measurement of particulate matter in the vicinity of the LGSWWTP.	The regional air quality monitoring network measures particulate matter.
The proximity of the Norgate Elementary School to the LGSWWTP requires a different approach to education.	Comment noted.

## **Attendance**

**LGPAC Members:** Dan Bizzotto, Jason Black, Victor Elderton, Richard Hancock, John Jensen, Arlene King, Rene Kormos, Derek Lunden, Diane Sollner, and Jan Timmer

**Metro Vancouver Resources:** Paul Dufault (MV), Echo Lin (MV), Sean Tynan (MV), Andrea Winkler (MV) Matthew Woodruff (Local Practice Architecture) and Tina Chui (MV)

**Process Facilitator:** Carrie McIntosh (Context Research), and Marni Robinson (Context Research)

**Recording Secretary:** Carol Lee (Raincoast Ventures Ltd.)