

DRAFT
AST & Community Committee September 13 Meeting Notes

Lamont Recreation Centre Meeting Room
6:30 to 9:00 pm

1. Welcome

- RMC welcomed everyone to the meeting.
- RMC shared with attendees those committee members that had indicated they would be absent this evening.

2. Report on July 5 Meeting Action Steps

RMC Action Steps

- July 5 WorleyParsons Komex Power point presentation was sent to committee members along with the DRAFT July 5 meeting notes
- Proposed September 13 meeting agenda was distributed to committee members in advance of September 13 meeting.

Subcommittee Action Step

- Subcommittee action step to develop a proposed information sharing plan was to be discussed as part of tonight's meeting agenda items 3 and 4.

AST Action Step

- During the July 5 meeting, a committee member requested the calculation of water consumed. The response, about 12 US gpm at full production was included in the July 5 DRAFT meeting notes.

Committee Member's Action Step

- As the committee member wanting to present Sulphur Glut/ Future Sulphur Markets information to the committee was not in attendance, this action step was carried forward again to the next meeting.

3. DRAFT July 5 Meeting Notes' review

Suggested Changes to July 5 Meeting Notes:

- It was noted that two committee members names were missing from the July 5 meeting 'absent with regrets' list.
- RMC asked if, subject to incorporating the above changes, the meeting minutes could be adopted and committee members agreed.

Action Item: *Add the two names to the July 5th meeting notes absent with regrets list*

4. Review of Meeting Purpose & Proposed Agenda

- RMC reviewed the purpose of the meeting which was to present and discuss the Subcommittee's proposed information sharing plan
- There were no suggested changes, additions or deletions to the proposed agenda.

5. Proposed Information Sharing Plan

Proposed Information Sharing Plan Presentation

- Committee member, a member of Subcommittee, presented the Subcommittee's proposed information sharing plan with other Subcommittee member input
- Key points shared included the following:
 - A week day versus a weekend day was chosen based on previous feedback from community members regarding their preference to avoid weekends
 - Target audience was broader community members and area residents
 - Forum's focus was on sharing information and answering questions about the Environmental Impact Assessment (EIA) versus discussing and/or resolving individual landowner concerns and/or interests
 - The preferred date was October 11 to allow participants time to receive information in advance of the October 22 regulator timeline to submit questions, concerns and comments
 - Forum attendees will be provided with different opportunities to have their information needs met – informal discussion and break-out session opportunities
 - Presenters will provide hard copies of their presentations which will include a bio
 - Presenters will start off their presentations with an introduction of who they are and what their role is in the EIA process
 - It was not likely that Alberta Environment (AENV) and the Natural Resources Conservation Board (NRCB) would attend / present information about their regulatory processes but AENV and the NRCB would provide hard copy information on their respective processes
 - In the interest of transparency and in the interest of sharing information to both forum attendees and to broader community members that do not attend forum the following process will be followed:
 - All questions will be recorded
 - Where possible, questions will be answered
 - These answers will be recorded
 - Questions that are not answered at the time they were asked will be answered at a later time via e-mail, mail and/or HAZCO website
 - **All** questions and answers will be made available to everyone (most likely through the HAZCO website and hard copy available for reviewing at HAZCO Lamont office)

Committee Member Discussion on Proposed Program Forum

- The following captures key discussion points on the proposed plan:

- Committee members believed it to be important to have a presentation on the regulator roles and processes as well as a subsequent question and answer period and so it was decided that Worley Parsons Komex would assume this responsibility at the event should AENV and/or the NRCB not be able to attend
- It was agreed that having WorleyParsons Komex assume this responsibility in addition to having hard copy materials from both AENV and the NRCB at the forum would meet community members' information needs

Action Step: *AST to confirm WorleyParsons Komex availability to assume the responsibility of presenting on regulator roles and processes*

Action Step: *AST to coordinate with both AENV and NRCB to ensure hard copy materials of these regulators' roles and processes were available for hand out at the forum*

- There were a number of questions and/or comments about the regulator process that were raised which included the following:
 - Regulator timelines
 - AENV technical review takes approximately 90 days
 - AENV issues information requests which take another 90 days for responses
 - The information request (IR) process could go back and forth several times
 - If information request responses are deemed complete, then it is passed over to the NRCB
 - If NRCB determines a hearing is required then a hearing date is set
 - A decision is issued 90 days after the hearing has completed
 - The AENV Team has just been assembled. It is anticipated that the first 90 day period commences the week of September 17.
 - One committee member expressed their disappointment in the use of general terms in the EIA and indicated they want to know the specific impact. Both Rob and Sylvia shared that specifics were in the EIA.
 - Committee members expressed their struggle with the highly technical nature of the EIA and their challenges with finding information that pertains to their interests (related to above bullet point).
 - It was raised that the information forum event would assist in describing the EIA information in 'plain language'.
 - A question was raised as to whether if any of the consultants conducting the studies identify a flaw, is this brought to AST's attention and AST makes the appropriate changes

before the EIA is filed? The response was no due to the new joint application process.

- Does someone have to file their concerns by October 22 deadline in order to be engaged in the process after October 22?

Action Step: ***AST to confirm whether someone needs to submit their questions, comments and/or concerns by October 22 in order to qualify as engaged party post October 22 and provide this information to committee members***

- A committee member requested a list of all “information to be released at a later date” noted in the EIA

Action Step: ***AST to compile a list of all “information to be released at a later date” and distribute to committee members***

- AST shared that he believed all the “information to be released at a later date” would be available by October 11, 2007
- Suggested forum program changes that were adopted included the following:
 - Change the name to “Environmental Impact Assessment Information Forum: Proposed Bruderheim Sulphur Forming & Shipping Facility”
 - Move and reduce the size of “Alberta Sulphur Terminals, HAZCO Environmental Services, a CSS Company, AST Sulphur Terminals Project”
 - Keep the “Regulatory Role on Alberta Environment & Natural Resources Conservation Board” but reduce the time allotted for this session so that a fourth break-out session could be added
 - Add a fourth break-out session from 6:15 pm to 7:00 pm so that forum attendees could attend all four sessions if they wanted to

Committee Member Discussion on Information Forum Logistics

- Committee members discussed how this event might be advertised to ensure a good turn out.
- Advertisement ideas included the following:
 - Bruderheim and Lamont newspapers (all agreed)
 - Invitation letter to all those who had written into AENV with comments or concerns (Rob Mann shared he felt invitation letters were appropriate out of respect for those that have shown interest in the proposed project)
 - Advertising on CFCW radio
 - HAZCO website
 - Flyer handout (generally felt flyers would just go in the garbage)
 - Road sign

- Town of Bruderheim newsletter (free)
- Town of Lamont newsletter (free)

Action Step: *Committee member is to inquire with the Town of Bruderheim as to whether an advertisement on the upcoming information forum could be included in the Town's newsletter and if yes, what are the submission deadlines. Committee member is to provide update to AST representatives and/or RMC.*

Action Step: *AST is to inquire with the Town of Lamont as to whether an advertisement on the upcoming information forum could be included in the Town's newsletter and if yes, what are the submission deadlines.*

Action Step: *AST and RMC are to coordinate the advertisement of the information forum event.*

6. Next Steps

- The following next steps were agreed to by committee member meeting participants:
 1. The previously arranged **October 4, 2007 committee meeting is cancelled** due the information sharing event being held October 11, 2007
 2. AST to provide committee members a list of all EIA "information to be released at a later date"
 3. AST representatives to confirm whether someone needs to submit their questions, comments and/or concerns by October 22 in order to qualify as engaged party post October 22 and provide this information to committee members.
 4. The ***Environmental Impact Assessment Information Forum: Proposed Bruderheim Sulphur Forming & Shipping Facility*** event will be held **Thursday, October 11 from 3:00 p.m. to 9:00 p.m.**
 - Committee member to advise AST representatives and RMC of Town of Bruderheim's response to advertising information forum in their newsletter.
 - AST to inquire into advertising in the Town of Lamont newsletter
 - AST representatives and RMC to coordinate advertisement of the information forum event.
 - AST and RMC to take care of logistics (light fare etc) for the information forum event.
 - AST to confirm Safety & Emergency Response presenter.
 - AST to confirm WorleyParsons Komex as presenter on Regulatory Role of AENV and the NRCB.
 - AST representatives to coordinate having AENV and NRCB hard copy materials at the information forum event.
 5. The **next committee meeting** will be held **Thursday, November 1, 2007** starting at 6:30 p.m. at the Lamont Rec. Centre Meeting Room.