

**Volume IID, Section 5: Public Consultation**

**Attachment 9: May 3, 2007 AST/Community Committee Meeting:  
Stakeholder Communication Records and  
Related Documents**

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AST /Community Committee Member Survey

Option to Change April 25 Meeting Date - Notice

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May 3 Proposed AST / Community Committee Meeting Agenda

May 3 Proposed AST / Community Committee Meeting Work Plan

AST & Community Committee DRAFT Terms of Reference

RMC & Associates' May 3 AST /Community Committee Meeting Power Point Presentation

**PRIORITY QUESTIONS - AST / COMMUNITY COMMITTEE MEMBER SURVEY**

As outlined in the proposed work plan, please identify the four **questions (or key issues and concerns)** that you feel should be addressed by the committee first. The Facilitation Team will summarize your responses, rank the results and present them to you at the May 3<sup>rd</sup> AST / Community Committee meeting. We ask that you provide your feedback **by end of day Friday, April 27** to enable the Facilitation Team the opportunity to summarize your responses in advance of the May 3<sup>rd</sup> meeting.

**Four key priority questions (issues/concerns) that you feel should be addressed by the committee first:**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_

**Please forward your responses to Susan Davis Schuetz by April 27 – end of day:**

Email: sdavisschuetz@shaw.ca  
Fax: 403-262-5743  
Phone: 403-701-8018

**RE: NEXT AST / COMMUNITY COMMITTEE MEETING**

It has come to our attention that Lamont County is having their Municipal Development Plan & Land Use Bylaw Review Public meeting on Wednesday, April 25<sup>th</sup> in the evening.

During the April 3, 2007 Working Group Meeting, participants agreed to Wednesday April 25<sup>th</sup> evening as the next meeting date.

Would you like to reconsider the agreed meeting date?

YES \_\_\_\_\_

NO \_\_\_\_\_

Are you available to meet Wednesday, May 2 at 6:30 pm?

YES \_\_\_\_\_

NO \_\_\_\_\_

Please provide your responses to both questions to Susan Davis Schuetz by end of day, Monday, April 16. Thank you.

E-mail: sdavisschuetz@shaw.ca

Phone: 403-701-8018

Fax: 403-262-5743

COMMUNICATION LOG RE: RESCHEDULING APRIL 25 MEETING						
NAME	MAILING ADDRESS	PHONE 1	PHONE 2	FAX	EMAIL ADDRESS	Next meeting date log - May 3rd?
#1	xxx	xxx	xxx	xxx	xxx	YES - May 3 works for him. Responded via fax to survey
#2	xxx	xxx	xxx	xxx	xxx	YES - okay for the 3rd - one of them will be there
#3	xxx	xxx	xxx	xxx	xxx	YES - okay for the 3rd. XXX was confused re: who was asking for councilor - I indicated my understanding is that she was to ask on behalf of committee - she said okay. Emailed April 29 asking who would be attending - XXX responded it would be her
#4	xxx	xxx	xxx	xxx	xxx	YES - 25th no, 2nd no, 3rd works
#5	xxx	xxx	xxx	xxx	xxx	N/A
#6	xxx	xxx	xxx	xxx	xxx	YES - XXX not sure as he is starting shift work and will be on nights for the next three weeks but XXX most likely is available for the 3rd
#7	xxx	xxx	xxx	xxx	xxx	YES the 3rd works for him
#8	xxx	xxx	xxx	xxx	xxx	called - wife said best to reach after 5:00 pm (tried a couple of times - finally left message April 21 that was sending email - email sent)
#9	xxx	xxx	xxx	xxx	xxx	N/A
#10	xxx	xxx	xxx	xxx	xxx	YES - 3rd works for him. Responded to survey sent with priorities / questions
#11	xxx	xxx	xxx	xxx	xxx	N/A
#12	xxx	xxx	xxx	xxx	xxx	YES - XXX left message - XXX called April 18 and spoke with XXX - yes he received info and yes he is available on the 3rd
#13	xxx	xxx	xxx	xxx	xxx	N/A

COMMUNICATION LOG RE: RESCHEDULING APRIL 25 MEETING						
NAME	MAILING ADDRESS	PHONE 1	PHONE 2	FAX	EMAIL ADDRESS	Next meeting date log - May 3rd?
#14	xxx	xxx	xxx	xxx	xxx	YES - 3rd works for them. Spoke to XXX week of April 23 - verbally responded to survey
#15	xxx	xxx	xxx	xxx	xxx	YES - 25th yes, 2nd yes, 3rd yes
#16	xxx	xxx	xxx	xxx	xxx	YES - wife says the 3rd works for him and she has marked it in his calendar
#17	xxx	xxx	xxx	xxx	xxx	YES - confirmed the 3rd works for him
#18	xxx	xxx	xxx	xxx	xxx	MAYBE - had a lengthy chat with XXX April 18 am - he is new to XXX and is not up to speed on the project - discussed project, EIA status, consultation activities to date, interest in forming a local committee etc - he is away May 3 and asked if I wanted him to send an alternate - I said yes. Committed to sending XXX a bunch of info this morning. XXX said he would get back to me re: whether XXX wishes to be involved and if yes, whether an alternate will be sent for May 3 Emailed XXX Apr 29 asking if someone would be attending - XXX responded that XXX would attend. XXX emailed on 29th saying he had hoped to attend but would not be able to - would try and attend future meetings
#19	xxx	xxx	xxx	xxx	xxx	YES - 25th yes, 2nd no, Thursday the 3rd works, yyyyyyyyyyyyyyyyyyyyyyy. Responded via email to survey

**PROPOSED AGENDA**

**AST / COMMUNITY COMMITTEE**

**May 3, 2007**

**6:30 – 9:30 PM**

**Bruderheim Boardroom**

**4924-51 Avenue, Bruderheim**

<b>TIME</b>	<b>AGENDA ITEM</b>
6:30 pm	<b>1. Welcome &amp; Introductions</b> <ul style="list-style-type: none"><li>▪ Review of principles we are using to guide discussions</li><li>▪ Review of ground rules</li><li>▪ Review of committee's mandate</li><li>▪ Review of roles and responsibilities</li></ul>
6:45 pm	<b>2. April 3 DRAFT Meeting Notes &amp; Purpose of Tonight's Meeting</b> <ul style="list-style-type: none"><li>▪ Review of April 3 DRAFT meeting notes<ul style="list-style-type: none"><li>○ Report on action steps</li></ul></li><li>▪ Review of this meeting's purpose</li><li>▪ Review of meeting agenda</li></ul>
7:00 pm	<b>3. Committee Structure &amp; Process Review</b> <ul style="list-style-type: none"><li>▪ Standing item on the agenda</li><li>▪ For tonight:<ul style="list-style-type: none"><li>○ How do we get meeting information out to the broader community members?</li><li>○ How and when do we make meetings open to the broader community members?</li><li>○ Group name?</li></ul></li></ul>
7:15 pm	<b>4. Questions, issues and concerns discussion</b> <ul style="list-style-type: none"><li>▪ Proposed go forward process on addressing community information needs<ul style="list-style-type: none"><li>○ Prioritize</li><li>○ Clarify</li><li>○ Determine effective approaches for sharing information</li></ul></li></ul>
8:40 pm	<b>5. Next steps</b> <ul style="list-style-type: none"><li>▪ Committee members task list</li><li>▪ Facilitation Team task list</li><li>▪ Collectively determine next 2 to 3 meeting dates</li><li>▪ Collectively determine next meeting agenda items</li><li>▪ Feedback for Facilitation Team</li></ul>
9:00 pm	<b>6. Adjourn</b>

**PROPOSED AST / COMMUNITY COMMITTEE WORK PLAN FOR  
MAY 3, 2007 MEETING**

**A. COMMITTEE STRUCTURE & PROCESS REVIEW**

By the end of the April 3, 2007 meeting, significant progress had been made in developing the committee's purpose, mandate, and how the committee would be structured.

Recognizing that the committee is off to a good start, it is also recognized that there are areas where more detail and further discussion is required. The group will need to continue to evolve and change as the group members' needs and interests change.

Therefore, we recommend that a standing 'process check' agenda item (approximately 10 to 30 minutes - depending on need) be established for the beginning of each meeting.

For the May 3, 2007 meeting, we suggest that the following be discussed and addressed by committee members:

1. How will the committee get meeting information out to the broader community members?
2. How and when will the committee make these meetings open to the broader community members?
3. What will be the group's name?

**B. QUESTIONS, ISSUES & CONCERNS**

At the April 3<sup>rd</sup> meeting, participants identified the following as the committee's mandate / purpose:

- enhancing communication through the sharing of credible information - clarify questions about the proposed project and find effective ways to share information
- Problem-solving / issue resolving when these opportunities present themselves
- Building more positive, go-forward relationships amongst all

Previous consultation activities identified a number of stakeholder issues and concerns. These have been summarized in the Appendix II Stakeholder Comment and Concerns document and in the Alberta Environment Final Terms of Reference document.

The April 3<sup>rd</sup> group identified that addressing these outstanding questions and issues with information as appropriate is a priority need in the broader community. It was identified by the group as a priority work item. The Facilitation Team suggests the following approach to addressing this objective by the committee:

**1. Prioritize questions/areas of information that should be addressed first.**

As noted above, many questions or issue areas have been identified through consultations with area residents. Achieving the committee's objectives can be enhanced by prioritizing the question or issue areas that are most important to the community and by establishing a process to get the information on these priority questions or issue areas and make it available to the community first.

The Facilitation Team recommends that the committee undertake a process to prioritize the issues or questions to be addressed first. ***Attached is a short survey that we are asking each of you to complete by Friday, April 27 end of day.*** This will enable the Facilitation Team to consolidate the responses and bring this information forward to the May 3<sup>rd</sup> meeting.

**2. Clarify the kinds of information to provide which addresses the questions**

Providing clear information that addresses questions which have been raised will require background information which may not be initially obvious or linked with the response. For example, some area residents have presented questions such as "will the AST/HAZCO plant affect the health of me or my children". Providing information to address this area of concern may include information from some or all of the following studies in the EIA:

- Predicted exposure information from air dispersion modeling for emissions associated with routine operations (sulphur dust, H<sub>2</sub>S, etc.)
- Predicted exposure information from non-routine events (emergencies) such as a sulphur fire.
- Potential risks of contamination of potable water sources from routine and non-routing (emergency) operations.
- Potential exposure to sulphur products during transportation (truck rollover, windblown dust and/or product from train hopper cars, etc.)
- Etc.

Establishing some clarity on what interests lie behind priority questions to be addressed will enable a focused process to present information relevant to the underlying interests to the question and to make sure that area residents feel that the question has been "answered".

**3. Determine how the committee feels that this information can be most effectively presented to the broader community**

In discussion with the committee, determine how the information could best be communicated to the community.

## **AST / COMMUNITY COMMITTEE – PRINCIPLES, MANDATE, GROUND RULES AND MEMBERS' ROLE**

### **PRINCIPLES that are used to guide meeting discussions:**

- Open
- Transparent
- Inclusive
- Respectful
- Foster community members coming together

### **AST / Community Committee MANDATE**

- Enhance communication through the sharing of *credible* information - clarify questions about the proposed project and find effective ways to share information
- Problem-solve / issue resolve when these opportunities present themselves
- Build more positive, go-forward relationships amongst all

### **AST / Community Committee GROUND RULES**

- R**    **Respect:** At All Times, For All Participants, By All Participants  
**E**    **Equality:** Everyone's Opinion Counts  
**S**    **Solutions:** Look For Creative Ways to Accomplish Our Objectives  
**P**    **Participate:** Share Your Thoughts Constructively  
**E**    **Express Yourself:** Your Input Will Make a Valuable Contribution  
**C**    **Commitment:** You Have a Stake in a Positive Outcome  
**T**    **Team:** We Are Working Together

### **Committee members' ROLE**

- Committee members' role will be to act as community conduits / liaisons.

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## AST / Community Committee Meeting

May 3, 2007



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## Welcome

### *Principles to guide Committee Meetings:*

- Open
- Transparent
- Inclusive
- Respectful
- Foster community members coming together



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## Agenda Overview – 6:30 to 9 pm

- Review and finalize Agenda – 10 m
- Review Ground Rules, Committee Mandate, April 'draft' meeting notes, etc. – 15 m
- Committee Structure and Process Review – 25m
- Work Plan – Addressing Questions, Issues and Concerns – 75 m
- Next steps – work plan, meeting dates, etc. – 25 m



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## Success Factors

- The success of this committee initiative depends on two key factors:
  - the attendance by key participants, and;
  - the firm belief that each participant has a stake in a positive outcome.
- Effective meetings are those that are
  - well organized and well run,
  - where participants understand the purpose and objectives to be achieved, and;
  - where ground rules are agreed to by all.



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## Proposed Ground Rules:

*The following ground rules are proposed to promote a productive and effective working environment:*

- R** Respect: At All Times, For All Participants, By All Participants
- E** Equality: Everyone's Opinion Counts
- S** Solutions: Look For Creative Ways To Accomplish Our Objectives
- P** Participate: Share Your Thoughts Constructively
- E** Express Yourself: Your Input Will Make A Valuable Contribution
- C** Commitment: You Have a Stake In a Positive Outcome
- T** Team: We Are Working Together

Others?



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## Committee Mandate

*Committee members to act as community conduits / liaisons*

- Enhance communication through the sharing of credible information - clarify questions about the proposed project and find effective ways to share information
- Problem-solve / issue resolve when these opportunities present themselves
- Build more positive, go-forward relationships amongst all



## Agenda Overview

- ✓ Ground Rules
- ✓ Review and finalize purpose of meeting
- ✓ Review and finalize agenda
- Committee process and structure review
- Questions, issues and concerns
- Next steps



## Structure and Process Review

- Tremendous progress made during April 3 meeting in building committee framework
- Recognize that there are areas where more detail and discussion is required
- A group needs to continue to evolve and change as the group members' needs and interests change.
- Propose that committee structure and process review be a standing item on every agenda



## Process Q's For Tonight...

1. How and when will the committee make these meetings open to the broader community members?
2. How will committee ensure that the principle of "credible" information standards is addressed?
3. What will be the group's name?



## Questions, Issues and Concerns

### *Proposed Work Plan on addressing stakeholder information needs*

#### **PRIORITIZE**

- Believe committee unable to address all the questions at once
- Proposed work plan was to gather feedback from you on where the committee should start first



## Questions, Issues and Concerns

### *Proposed Work Plan on addressing stakeholder information needs*

#### **CLARIFY**

- Establish clarity on what interests lie behind priority questions and issues
- Enables the development of a focused process to present information related to these interests and stakeholders feeling their questions and issues have been addressed



## Questions, Issues and Concerns

### *Proposed Work Plan on addressing stakeholder information needs*

#### **EXAMPLE – Water Quality concerns:**

- **Highest ranked issue in interviews**
  - Is it surface water contamination?
  - Is it groundwater contamination?
  - Is it from sulphur dust?
  - Is it from process chemicals?
  - Is it about surface water run-off from site?

*What information needs to be presented to the community to enhance area resident understanding about "water quality concerns"?*



## Questions, Issues and Concerns

### *Proposed Work Plan on addressing stakeholder information needs*

#### **DETERMINE** how to get information out to broader community members

- Issue specific workshops?
- Open Houses?
- Newsletters / mail-outs?
- Etc?



## Questions, Issues and Concerns

### *Summary of issues and concerns from those within 1.5 km of proposed site identified during EIA consultation activities (in order)*

1. Negative impacts on water: quality and/or quantity
2. Air contamination and sulphur dust
3. Increased road traffic
4. Impact on land values
5. Sulphur fires
6. Impact on human health
7. Soil contamination
8. Impact on health of livestock
9. Increased rail traffic & decreased safety
10. Sulphur blocking will eventually happen



## Questions, Issues and Concerns

### *Summary of issues and concerns from those within 1.5 km of proposed site identified during EIA consultation activities cont'd (in order)*

11. Sulphur smells
12. Inadequate emergency response plan
13. Lack of trust in AST / HAZCO
14. Impact on wildlife
15. Negative visual impact
16. Light pollution
17. Lamont County will become a hazardous waste area
18. Increased noise
19. Overall loss of farmland to industry in the area
20. Impedes future economic development
21. Negative impact on vegetation



## Questions, Issues and Concerns

### *Summary of issues and concerns from those beyond 1.5 km of proposed site identified during EIA consultation activities (in order)*

1. Air pollution
2. Health & safety
3. Increased road traffic and possibility of accidents
4. Devaluation of property values
5. Water contamination
6. Soil contamination
7. Sulphur fires
8. Inadequate emergency response plan
9. Smells
10. Increased rail traffic
11. Proximity to towns
12. Distrust of AST



## Questions, Issues and Concerns

### *Summary of issues and concerns from those beyond 1.5 km of proposed site identified during EIA consultation activities cont'd (in order)*

12. Minor economic benefit to the County
13. Possibility of sulphur blocking
14. Site location
15. Negative visual impacts
16. Cumulative impacts of increasing industry in the area
17. Lamont County becoming a "toxic dump" for oil and gas by-products
18. Noise
19. Negative impact on wildlife and vegetation
20. Loss of farmland
21. Adequate use of local labour
22. Construction quality
23. Negative impact on quality of life



## Issue Ranking from Interviews

Issue	Number of people
Water: quality and/or quantity	23
Air quality / dust	21
Road Traffic	18
Land Values	18
Sulphur Fire	14
Impact on human health	13
Soil contamination	11
Effect on livestock	9
Increased rail traffic & decreased safety due to more trains	8
Sulphur blocking is inevitable	8
Smells	8
Distrust Hazco	6
Impact on wildlife	5
Visual	4
Impede future economic development	2
Overall loss of farmland in the area	2
Light pollution	2
Noise	2
Will become a hazardous waste "dump" area	2
Impact on vegetation / soil	1



## Committee Priorities

Information areas to address first (priority community needs) are...



## Addressing information needs

How do we address community information needs?

- workshops
- newsletters
- information open house
- speaker forums
- white paper
- expert presentations
- other?



## Next steps?

- Committee members' task list
- Facilitation Team task list
- Collectively determine next 2 to 3 meeting dates
- Collectively determine next meeting agenda items
- Feedback for Facilitation Team



## Process Feedback Were we successful?

*Bouquets and Bricks - advice to the Facilitation Team?*

- How can we improve the process for you?
- What is working well?

*Thank you for your participation*

