

Site C Clean Energy Project Regional Community Liaison Committee Meeting

*Meeting Summary
March 11, 2016, 11:00am to 2:00pm MST
City of Fort St. John*

Members:

Mayor Merlin Nichols, Chetwynd
CAO Doug Fleming, Chetwynd
Mayor Dale Bumstead, Dawson Creek
Mayor Lori Ackerman, Fort St. John
Acting CAO Victor Shopland, Fort St. John
Mayor Gwen Johansson, Hudson's Hope,
(Delegate for Councilor Dave Heiberg)
CAO Tom Matus, Hudson's Hope
MLA Pat Pimm, Peace River North
Minister Mike Bernier, Peace River South
Constituency Assistant Cindy Fisher, Peace
River South
Area C Director Brad Sperling, PRRD
Area B Director Karen Goodings, PRRD

Mayor Rob Fraser, Taylor
CAO Charlette McLeod, Taylor
Dave Conway, BC Hydro
Siobhan Jackson, BC Hydro
Bob Peever, BC Hydro
Nancy Pepper, BC Hydro
Edie Thome, BC Hydro

Regrets:

Area D Director Dan Rose, PRRD
Councilor Dave Heiberg, Hudson's Hope

Invited Guests:

None

1. Introductions

New BC Hydro project staff introduced themselves to the members.

- a) Edie Thome is the Director of the First Nations, Public Affairs and Environment group for the project and is the former head of the Environment and Risk Management group for BC Hydro. She has been with BC Hydro for approximately 10 years.
- b) Bob Peever is the Construction Manager for the project. He has moved to Fort St. John with his family for the project and has an extensive history in construction but is new to BC Hydro.

2. Opening

- a) Thank you to all attendees for coming to this first meeting. Edie Thome offered to Chair until the Terms of Reference for the committee are finalised.
- b) An agenda was not prepared so that the members could determine how best to use the first meeting. The Chair suggested we discuss the purpose of the committee, discuss the terms of reference for the committee, and if time permits BC Hydro would provide a project briefing (materials were sent in advance on March 10th so attendees could review prior to the meeting).

3. Discussion of Purpose of the Committee

- a) Provide trusted and timely information to help members keep their constituents informed, answer questions and prevent false information from spreading.
- b) Share information between members about the types of enquiries received and how BC Hydro has responded, recognizing that members may also receive similar enquiries.
- c) Act as a forum for members to raise issues important to the local area, get consistent facts and answers to share with their communities and enable proactive, broad communications to the community based on local interests.
- d) Invite project contractors to attend as invited guests so they can discuss their work and hear directly from members about issues of concern to local communities.
- e) The committee formed during the construction of the new Fort St. John Hospital is a good model and similar reporting of employment information would be valuable for members to have.

4. Discussion of current issues for members

- a) Multiple members want to ensure access to procurement opportunities from the large project contractors for local businesses, including how contracts can be packaged for smaller local businesses to successfully compete for them against larger companies.
- b) Some contractors have been responsive to requests for meetings but others haven't. It is important for the local business and economic development organizations to have good relationships with the Site C contractors.

Action: The draft Terms of Reference will include the process for the committee, through BC Hydro, to invite project contractors to future meetings for contractors to hear directly from members about how procurement decisions are impacting the local communities and other concerns. BC Hydro will invite decision makers from key contractors to the next meeting.

- c) Chetwynd wants to ensure equal access for workers from the Chetwynd area who want to drive to work daily via the south bank route

Action: BC Hydro will follow-up directly with Chetwynd about access from the south bank at the council meeting on March 21, 2016.

- d) Many members hear the same enquiries or questions. There needs to be a better system for BC Hydro to keep members informed about what enquiries are being submitted and how they are being answered so that they can share that information.
- e) It is important for the members to know what mitigation is being applied in response to enquiries like noise or traffic. Engine braking by trucks is currently something which is being reported as an issue by local residents on 271 Road, Old Fort Road and 240 Road.
- f) BC Hydro shared its enquiry approach, including a "Submit an Enquiry" form on the Site C website as well as calling or sending an email to sitec@bchydro.com. It would be helpful if all members could ask people to submit their enquiries through the website, by e-mail or by the 1-888 phone line to enable BC Hydro to track them more efficiently.
 - a. In order to be able to solve day to day issues and hold contractors accountable, it is helpful to receive as much detail as possible with the enquiry to help project staff track down the source of the problem. With noise enquiries, receiving detailed information about the location, duration, time and type of noise makes it possible to find the contractor whose work was involved and help them identify which work was causing the noise that was the problem.
 - b. Nancy demonstrated how to find the enquiry form on the Site C website at the bottom of the homepage and described that immediately upon submitting the

form, the submitter receives an email confirming receipt and that a project staff member will be in touch once submitted. Bob shared examples of how he has been able to resolve complaints directly with contractors when he has details to support the complaint.

- c. BC Hydro tracks the number of enquiries that are submitted and what they are about. Primarily they are about employment and business opportunities.

Action: BC Hydro will bring to the next RCLC meeting an overview of the current public communication channels, including the enquiry process, to review with members to identify any gaps and determine how the results and responses can be regularly shared with members.

Action: BC Hydro to look at moving the enquiry form button from the bottom of the Site C homepage to the top to make it easier to find.

Action: BC Hydro to look into developing enquiry cards that could be distributed to members for their offices for people to fill out and then submit through the enquiry tracking system.

Action: Members will encourage people who approach them with questions or enquiries to submit the enquiry via the Site C website enquiry form to BC Hydro or via email at sitec@bchydro.com or with plenty of detail to help BC Hydro address the enquiry.

- g) The project needs to develop policies and work on being a “polite good neighbour” in their interactions with the local communities; some projects have strong policies on this where there is a real emphasis with subcontractors and workers that they are expected to be model citizens. For many locals their main interaction will be with project vehicles on public roads, so it would be valuable for the public to be able to identify all vehicles associated with the project.

Action: BC Hydro will bring a draft list of principles for project workers and contractors, which reflect the reputation BC Hydro wants for the Site C Project as a whole, for discussion.

- h) Fort St. John would like to discuss the work on the widening of Old Fort Road now that the jurisdiction for part of the road has changed.

Action: BC Hydro will follow-up directly with Fort St. John and the Ministry of Transportation and Infrastructure about this issue.

- i) Members receive lots of questions about how many people are being hired and how many are from the Peace and how many from BC.

Action: BC Hydro to bring a list of what information is being requested from contractors to review with members for discussion.

Action: BC Hydro to share current data at the next meeting on jobs, enquiries, and construction and contracting progress to date and a 3-6 month outlook.

5. Project Briefing Presentation

- a) Bob Peever provided a construction update following the slides in the briefing presentation sent on March 10, 2016.
- b) Bob explained how he is personally dealing with issues like traffic enquiries by personally talking to the manager or owner about issues. He gave several examples and emphasized the importance of receiving information along with enquiries, for example, if there is a problem with vehicles speeding, it is important for any identifying information about the vehicles to be submitted with the enquiry so he can find the responsible party and deal with the issue.

- c) Bob is also hiring staff now for construction management positions based in Fort St. John. There is a high level of interest and, after qualifications, he is focused on hiring locally or hiring people who will move to the area and become locals.
- d) Dave Conway presented the employment and procurement slides in the presentation. BC Hydro explained that while over 10,000 people either attended job fairs or submitted resumes, only approximately 600 jobs are currently available. There will be more jobs as construction continues.
- e) To allow sufficient time for discussion of the Terms of Reference, the rest of the project briefing was not presented in the meeting. If RCLC have questions they are encouraged to follow up directly with BC Hydro.

6. Discussion of Committee Terms of Reference

The committee discussed topics which will be reflected in the draft Terms of Reference to be reviewed at the next meeting. The topics discussed included:

- a) Term of committee
- b) Meeting locations and teleconference options
- c) Meeting frequency
- d) Members and delegation
- e) Presentations
- f) Invited Guests
- g) Communications
- h) Resources for meetings
- i) Chair role and responsibilities
- j) Role of members

7. Next Meeting

The tentative date for the next meeting is Friday, April 22nd from 11:00am to 2:00pm. The meeting is proposed to be hosted by Bob Peever at BC Hydro's construction offices at the dam site.