

Joint Municipal Co-ordinating Committee
Meeting # 15 – April 24, 2019 at 10:00 a.m. – Conference Call
Meeting Minutes

Present: Peter Pickfield, Garrod Pickfield LLP
Chris Haussmann, PRT Manager, Haussmann Consulting Inc.
Larry Martin, Warden, County of Oxford
Peter Crockett, Chief Administrative Officer, County of Oxford
Tommasina Conte, Communications Coordinator, County of Oxford
David Mayberry, Mayor, South-West Oxford
Mary Ellen Greb, Chief Administrative Officer, Township of South-West Oxford
Ted Comiskey, Mayor, Town of Ingersoll
William Tigert, Chief Administrative Officer, Town of Ingersoll
Marcus Ryan, Mayor, Township of Zorra
Don MacLeod, Chief Administrative Officer, Township of Zorra
Lisa Teeple, Administrative Assistant, Township of Zorra

1. Update

Mr. Pickfield advises that Mr. Haussman was approached by Darren Fry of Walker Environmental Group (WEG) to request a meeting with JMCC to discuss how the Peer Review could be carried out. Mr. Pickfield suggests that the JMCC should decide how it wants to consult with WEG on the peer review. Mr. Pickfield adds we discussed this issue at our meeting in January and Mr. Haussmann was asked to prepare our own proposed review timeline subject to review upon receipt of the pre-submission draft EA documents.

A draft letter to be sent to WEG on this was considered by the Committee. This letter responds to Mr. Fry's email to Mr. Haussmann by outlining the proposed Peer Review budget coordination, budget estimates and time frame. It suggests that the Peer Review be released at the end of October assuming materials are received by June 1, 2019. It also includes a forty-five (45) day period after that for the Councils to receive and review the Peer Review report and determine their position on the EA in light of the PRT report.

Mr. Haussmann suggests that WEG may make revisions based on the PRT report, , and that Councils and the Health Board may not want to take a position until WEG makes any such revisions, i.e. until WEG submits its Draft EA to the Government.

Mr. Crockett advises that Public Health will take a position and he feels that the Councils will want to hear from Public Health as well. Mr. Crockett feels we should add thirty (30) days for a Public Health review and then another thirty (30) days for Councils to review. Mr. Pickfield agrees that this makes sense.

Mr. Crockett advises the PRT will largely inform the municipal review and will be looking to Councils for support regarding any decision making.

Mayor Ryan feels that Councils will need more time to review and we may want to wait to have Councils review after EA is released. Mr. Crockett thinks the Council input will add value to the process.

Mr. Haussmann advises that the PRT will make revisions based on JMCC feedback before finalizing the document and forwarding it to WEG.

Mr. Crockett notes that we will not see WEG responses to PRT issues raised until we see the next draft of the EA. Mr. Haussmann says WEG will prepare a revision and then provide a comment response table.

Mr. Haussmann comments that in the past he has attended the meetings of each Council and presented the report. This gives the Councils an opportunity to ask questions and consider whether or not to accept the PRT report and what position to take on the EA in light of the PRT report. If possible, Mayor Ryan would like to see a unified position from the Councils so that we show a united front.

Mayor Ryan notes that we respect the process but we may have identified issues with the work in front of us and we are not endorsing anything until the wording is correct. Mr. Haussmann responds that we will be in a position to do that when we see the document.

Mr. Pickfield suggests that Southwestern Public Health and the four municipalities could all receive a presentation regarding the PRT report.

Mr. Haussmann references the proposed timeframe and adds that the timing noted is an estimate. Delays may be caused due to summer vacations, etc. and he will not force the PRT members to rush. They all need to be thorough and the review will take as long as it takes. Mr. Crockett warns to use caution when noting the difference between pre-submission draft and draft EA.

Mr. Haussmann suggests that the budget process we have been using to date with Zorra has been working well. The budget is initially submitted to WEG for approval plus 10% contingency; Mr. Haussmann monitors and works with Darren Fry and WEG directly if anything extra comes up. Mr. MacLeod agrees that this has been working well. Mr. Crockett suggests we include an estimate for legal fees and Mr. Haussmann agrees.

Mr. Tigert suggests we hold a public open house. Mr. Crockett notes if we do this then we become responsible for the document. Mr. Pickfield notes that this could create confusion between the WEG EA process with the JMCC peer review process. Mr. Crockett notes that we are not experts and would need to include PRT members in the public meeting. Mr. Crockett agrees that there is value in educating the public on the EA Process. Warden Martin questions if there is a way to get the Ministry involved with this education process. Mr. Haussmann suggests putting out a newsletter to outline the entire process and show clearly where there are public input opportunities. Mr. Crockett notes that a newsletter would be ok but it takes time to prepare and costs money. Mr. Tigert suggests a one-page document that we can post on our websites. Suggestion to ask WEG to prepare the newsletter for us. Mayor Ryan likes the idea of asking WEG to create this for us and suggests asking the Ministry to come out to a public meeting and allow them the opportunity to provide this information.

Mr. Crockett feels that we should outline all public consultation opportunities from here forward (in draft) so that we have a chance to review. This would allow an opportunity to avoid the problems that happened last time. Mr. Pickfield adds if we are putting out a

document it will come from us and not be covered with the WEG logo. Mr. Pickfield likes Mayor Ryan's idea of asking MOECC to come out to meet with our public. Mr. Crockett adds that we should be sure to copy Ernie Hardeman on the request.

Mr. Pickfield will work with Mr. Haussmann on the final draft of the letter to WEG. Any municipalities with new logos please forward to Tommy for update to letterhead. Final draft to be completed this week.

Follow-up from January 31, 2019 meeting:

The County is working with available resources to develop responses to questions received from WEG to municipal staff. The document will include links to the strategic plan document, budget documents, etc. It is anticipated that this template and approach could be used for questions provided to Zorra and SWOX as well.

Mr. Pickfield and Mr. Haussmann discuss the importance of clarifying the two different components of the legal portion of the budgets. There is the regular review of the EA document, then the need to respond to legal questions raised by the JMCC as they come up.

Call adjourns at 11:02 a.m.