

AGENDA

Stakeholder Advisory Committee Meeting No.1 Northeast Vaughan Water and Wastewater Servicing

Project Numbers 75530 and 75310, Contract Number P-13-62

1. Meeting Details

1.1 Date, Time, Location and List of Invitees

- Date of Meeting: November 26, 2014
- Time of Meeting: 6:30 pm to 9:00 pm
- Location: Maple Community Centre, 10190 Keele Street, Vaughan, Ontario
- Room Number: Activity Room 1
- Invitees:
 - Tammy Silverstone, Lara Marchetti and Jeff McNeice - York Region
 - Michael Frieri and Deepak Panjwani - City of Vaughan
 - Al Steedman – Schaeffers Consulting Engineers, Building Industry and Land Development Association
 - Robert Kenedy – Mackenzie Ridge Ratepayers' Association
 - Ken Schwenger – Kleinburg and Area Ratepayers' Association
 - Gilbert Luk – York Region District School Board
 - Christine Hyde – York Catholic District School Board
 - George Guglielmin – Resident
 - Michael Testaguzza – Resident
 - Gerry Lynch – Cole Engineering Group
 - Rosemarie Humphries – Humphries Planning Group Inc.
 - Joe Csafordi – York Region Woodlot Association
 - George Godin, Chris Hunter, Ian Dobrindt and Erika Brown – Conestoga-Rovers & Associates

1.2 Facilitator

The meeting will be facilitated by Ian Dobrindt from Conestoga-Rovers & Associates.

1.3 Purpose

The purpose of the meeting is to introduce the project, discuss the Stakeholder Advisory Committee Terms of Reference, outline the problem/opportunity to be addressed by the Project and discuss project status and next steps.

2. Meeting Discussion Topics

2.1 Introductions

Tammy Silverstone and Ian Dobrindt will lead the meeting introductions which will include the following topics:

- Opening Remarks and Meeting Purpose
- Project Objectives and Study Area
- Project Team and Stakeholder Advisory Committee Member Introductions

The duration of this agenda item will be approximately fifteen (15) minutes.

2.2 Stakeholder Advisory Committee Terms of Reference Review

Ian Dobrindt will lead the meeting agenda item, Stakeholder Advisory Committee Terms of Reference Review, which will include presentation and discussion of the following topics:

- Stakeholder Advisory Committee Mandate
- Stakeholder Advisory Committee Membership
- Stakeholder Advisory Committee Organization and Format
- Expectation of Members
- Decision-Making

The duration of this agenda item will be approximately thirty (30) minutes.

2.3 Project Overview

Tammy Silverstone will lead the presentation and discussion of the project overview, which will have a duration of approximately thirty (30) minutes.

At this time the meeting will break for approximately ten (10) minutes.

2.4 Project Status

Chris Hunter will lead the meeting agenda item, Project Status, which will include presentation and discussion of the following topics:

- Service Area Refinement
- Needs Assessment (Draft Problem/Opportunity Statement)
- Approach for Generating and Assessing Alternatives

The duration of this section will be approximately forty (40) minutes.

2.5 Additional Questions/Discussion

Meeting attendees will be invited to ask additional questions or have further discussion on any topics. The duration of this agenda item will be approximately twenty (20) minutes.

2.6 Next Steps and Future Meetings

Ian Dobrindt will close the meeting with a discussion on the following topics:

- Next steps for the project
- Stakeholder Advisory Committee Meeting #2 (Review of Assessed Alternatives)

The duration of this section will be approximately five (5) minutes.



MEETING MINUTES

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- Date of Meeting: November 26, 2014
- Time of Meeting: 6:30 pm to 9:00 pm
- Location: Maple Community Centre, 10190 Keele Street, Vaughan, Ontario
- Room Number: Activity Room 1
- Participants:
 - Tammy Silverstone (TS), Lara Marchetti (LM) and Jeff McNeice (JM) - York Region
 - Michael Frieri (MF) - City of Vaughan
 - Peter Stefanovic (PS), alternate for Al Steedman – Schaeffers Consulting Engineers, Building Industry and Land Development Association
 - Robert Kenedy (RK) – Mackenzie Ridge Ratepayers' Association
 - Ken Schwenger (KS) – Kleinburg and Area Ratepayers' Association
 - Gilbert Luk (GLu) – York Region District School Board
 - Christine Hyde (CHy) – York Catholic District School Board
 - George Guglielmin (GGu) – Resident
 - Michael Testaguzza (MT) – Resident
 - Gerry Lynch (GLy) – Cole Engineering Group
 - Rosemarie Humphries (RH) – Humphries Planning Group Inc.
 - Joe Csafordi (JC) – York Region Woodlot Association
 - George Godin (GGo), Chris Hunter (CHu), Ian Dobrindt (ID) and Erika Brown (EB) – Conestoga-Rovers & Associates

1.2 Facilitator

The meeting was facilitated by Ian Dobrindt from Conestoga-Rovers & Associates.

1.3 Purpose

The purpose of the meeting was to introduce the project, discuss the Stakeholder Advisory Committee (SAC) Terms of Reference, outline the problem/opportunity to be addressed by the Project and discuss project status and next steps.

1.4 Supplemental Material

A copy of slide presentation is attached.

2. Agenda Topics

2.1 Introductions

Tammy Silverstone and Ian Dobrindt led the meeting introductions and presented the following:

- Opening Remarks and Meeting Purpose
- Project Objectives and Study Area
- Project Team and Technical Advisory Committee Member Introductions

The following question and response was provided during this portion of the presentation:

- **Question 2.1.1 (JC):** What is currently present in the area north of Teston Road within the northeastern portion of Vaughan? **Response:** The area north of Teston Road is currently greenbelt/rural lands.

2.2 Stakeholder Advisory Committee Terms of Reference Review

Ian Dobrindt presented the following:

- SAC Mandate
- SAC Membership
- SAC Organization and Format
- Expectation of Members
- Decision-Making

The following questions and responses were provided during this portion of the presentation:

- **Question 2.2.1 (JC):** The Stakeholder Advisory Committee meeting schedule indicates that the recommended design alternatives will not be reviewed until September 2015. Will we be able to see the basis for identifying these design alternatives prior to then? **Response:** Yes, the recommended alternative solutions and the preliminary design concepts (for example routes and sites) will be presented at SAC Meeting #2 in February 2015.
- **Question 2.2.2 (MF):** Is this study being carried out as a Master Plan? **Response:** No, the project is being carried out as a traditional Schedule B Class Environmental Assessment.
- **Question 2.2.3 (GLy):** Is there a gantt chart with milestone dates for this study available? **Response:** Further information regarding schedule is provided later in the presentation.
- **Question 2.2.4 (ID):** Are Stakeholder Advisory Committee members comfortable with York Region releasing a list of member names and contact information (email and/or phone number) to the public on the project website and to any inquiring members of the public? **Response:** Yes and the members would only be responsible for responding to enquires relating to their stakeholder's mandate. York Region/Conestoga-Rovers & Associates will publish the SAC membership list and contact information (**ACTION ITEM**)

2.3 Project Overview

Tammy Silverstone and Ian Dobrindt presented the following:

- Project Purpose
- Accommodating York Region Growth
- 2009 Master Plan Update – Water and Wastewater
- City of Vaughan Master Plan – Water and Wastewater
- Overall Project Approach
- Project Stages and Schedule
- Municipal Class Environmental Assessment Process
- Project Road Map
- Study Area Characteristics

The following questions and responses were provided during this portion of the presentation:

- **Comment 2.3.1 (GLy):** When will the optimization study report be available to the public? **Response:** The results of the optimization study will be included in the Project File Report prepared at the conclusion of the Class Environmental Assessment process. At this point, it is not certain whether the optimization study report will be released as a stand-alone document. TS will determine if the Optimization Study Report will be made available publically as a standalone document by SAC meeting #2 (**ACTION ITEM**)
- **Question 2.3.2 (JC):** Is construction included as part of this process? **Response:** No, this project only includes the Class Environmental Assessment process and preliminary design. Detailed design and construction will follow as a separate assignment.
- **Question 2.3.3 (JC):** Once this process is complete, are the outcomes cast in stone? **Response:** Following completion of the Class Environmental Assessment process, York Region is permitted to proceed to detailed design and construction of the preferred alternative identified by the Class Environmental Assessment study.

2.4 Project Status

Chris Hunter and Ian Dobrindt presented the following:

- Water Service Area Refinement
- Wastewater Service Area Refinement
- Anticipated Population By Traffic Zone
- Stage 1 – Optimization Study
- Stage 2 – Class Environmental Assessment Study

The following questions, comments and responses were provided during this portion of the presentation.

- **Question 2.4.1 (RH):** The project team should be aware that wastewater from the southern portion of Block 55 is to flow east to Block 47 and that the current pumping station is currently sized to accommodate this flow, but cannot accommodate flows from the two smaller areas in the northern portion of Block 55. **Response:** The project team will need to discuss the areas to be serviced and how flow can be accommodated in the two areas in the northern portion of Block 55 between 2031 and 2051 (**ACTION ITEM**).

- **Question 2.4.2 (JC):** What is to the west of the northwestern boundaries of the service areas? **Response:** To the west of the northwestern service area boundaries is greenbelt.
- **Question 2.4.3 (RH):** Does it make sense for York Region to accommodate potential growth from current greenbelt areas should those areas be allowed to develop in future? **Response:** York Region designs its infrastructure to ensure some level of additional or contingency capacity. However, at the same time, York Region does not want to oversize the proposed infrastructure significantly as it can result in other technical challenges.
- **Question 2.4.4 (GLy):** Are the traffic zones used in the population forecast mapping more clearly defined in York Region documentation? Some stakeholders would like to see this information to determine if the zone population forecasts are consistent with the development community's plans. **Response:** This request will be taken back to the planning group at York Region responsible for generating these numbers. It should be noted that these traffic zone forecasts were also used by the City of Vaughan in their master plan studies (**ACTION ITEM**).
- **Question 2.4.5 (JC):** Would the implementation of new technology within York Region, such as converting wastewater into drinkable water, impact the outcome of this study and should it be taken into consideration when assessing alternative solutions? **Response:** Since this project's purpose is associated with water distribution and wastewater collection and not water treatment, this particular example would not be applied in this project's case. However, York Region is looking to implement new water treatment technology in upper York through another project. York Region considers newer technology as part of implementing their municipal infrastructure projects and would do the same as part of this project where feasible
- **Question 2.4.6 (JC):** Is there an opportunity to piggy-back water and wastewater planning and construction with other utilities (for example fibre optics, hydro)? **Response:** York Region has an established communication protocol with local utilities to take advantage of opportunities to coordinate construction activities. Coordination with utilities comes into play more during the detailed design phase of a project. However, the Technical Advisory Committee includes representatives from utility companies, so they will be kept up to date with the proposed infrastructure and anticipated construction schedule.

- **Question 2.4.7 (GGu):** Will the evaluation and rationale behind the selection of the recommended solutions be provided? **Response:** Yes, this information will be shared with the Stakeholder and Technical Advisory Committees as well as the public as part of Public Consultation Centre No. 1.
- **Question 2.4.8 (GLy):** Does York Region have a conceptual cost estimate for this work? **Response:** It is too early in the planning process to be able to determine a conceptual cost estimate; however, one will be prepared as part of the Class Environmental Assessment process. Presently, the capital cost is estimated to be in the order of magnitude of 100 million dollars or higher.

2.5 Additional Questions/Discussion

The project team opened the floor to the SAC members for additional questions and discussion.

- **Question 2.5.1 (KS):** Is there an equivalent York Region West Vaughan study? **Response:** Yes, the West Vaughan area includes the area to the west of this project's western service area boundaries and is shown on the Water and Wastewater Service Area Refinement maps in this presentation. The three areas within Block 55 previously identified are currently included in the service areas for both the Northeast Vaughan and West Vaughan projects. The West Vaughan Wastewater Servicing Class Environmental Assessment Study has been completed already by York Region. The West Vaughan Water Servicing Study has recently been initiated (currently undertaking needs assessment studies), so the Northeast Vaughan Water and Wastewater Servicing project is further along in the planning process.
- **Question 2.5.2 (KS):** Is the area too big for York Region to undertake both of these studies as one? **Response:** There are several reasons for keeping the West Vaughan and Northeast Vaughan servicing studies separate, but size is certainly a factor. Watershed boundaries also influence project areas.

2.6 Next Steps and Future Meetings

Ian Dobrindt presented the following:

- SAC Meeting #2 (Review of Assessed Alternatives) – February 2015
- Homework for SAC Members i) identify potential study area features that should be considered as part of assessing alternatives and ii) identify and notify the project team of any individuals that might be able to fill vacant membership seats

(for example Vaughan Chamber of Commerce and Environmental/Special Interest groups) (**ACTION ITEMS**)

The following questions and responses were provided during this portion of the presentation.

- **Question 2.6.1 (JC):** Will the project team make use of existing studies when characterizing the study area? **Response:** Yes, existing studies will be utilized to characterize existing conditions within the study area, where possible, and will be supplemented, as necessary, with field investigations.
- **Question 2.6.2 (MF):** Would it be possible to hold some of the Stakeholder Advisory Committee meetings during regular business hours? **Response:** The majority of members stated that they would not be able to attend daytime meetings. The SAC meetings will continue to be held during evening hours, from 6:30 – 9:00 p.m.

This confirms the recorder's interpretation of the discussions which occurred and understanding reached during this meeting. Unless notified in writing within 7 days of the date issued, we will assume that this recorded interpretation or description is complete and accurate.