



November 1, 2012

## **Technical Advisory Group (TAG) Process - Roberts Bank Terminal 2 Project Terms of Reference**

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### **Contents**

1.0	Overview and Purpose .....	2
2.0	Four Topics to be Examined in the TAG Process .....	2
3.0	Purpose of the TAG Process .....	3
4.0	TAG Membership .....	3
5.0	TAG Deliverable .....	3
6.0	Roles.....	4
6.1	TAG Members .....	4
6.2	Hemmera Envirochem Inc.....	4
6.3	Compass Resource Management.....	4
6.4	Port Metro Vancouver (PMV).....	5
7.0	TAG Member Guidelines .....	5
8.0	Observers.....	5
9.0	Confidentiality .....	6
10.0	Media & Public Communication .....	6
11.0	Changes to this Terms of Reference.....	6



## **1.0 Overview and Purpose**

Vancouver Fraser Port Authority, doing business as Port Metro Vancouver (PMV); is currently carrying out work to inform the anticipated environmental assessment (EA) for the proposed Roberts Bank Terminal 2 Project.<sup>1</sup> This pre-EA work includes developing a baseline of scientific environmental information and identifying appropriate methods of assessing potential project effects.

While conducting this pre-EA work PMV has identified four topics which require special consideration if potential project effects are to be confidently understood and effectively mitigated:

1. Southern Resident killer whales;
2. biofilm and shorebirds;
3. coastal geomorphology; and
4. productive capacity<sup>2</sup>.

To better understand these topics PMV is establishing technical advisory groups (TAGs) composed of technical experts gathered from regulatory agencies, academia, First Nations and key non-governmental organizations. Each TAG will be led by an independent and neutral facilitator (an outside contractor retained by PMV).

## **2.0 Four Topics to be Examined in the TAG Process**

The proposed Terminal 2 project is located at Roberts Bank, an ecologically important area within the Fraser River Estuary. The proposed Terminal 2 project could potentially cause a variety of effects, some of which are reasonably well understood, and some of which are less well understood due to their novelty and/or complexity. The four topics to be examined by the TAGs have the following features that warrant consideration:

1. Roberts Bank falls within an area designated by the federal government as critical habitat for the endangered southern resident killer whales (SRKW). PMV seeks to develop a better understanding of how the proposed Roberts Bank Terminal 2 project may affect the SRKW, and how successful mitigation plans may be.

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<sup>1</sup> Submission of the final Project Description to regulators officially initiates the EA process.

<sup>2</sup> PMV recognizes that there are other topics relating to the proposed Terminal 2 project that will require study, consideration and technical input. Information provided by TAG (and others) on other topics will be systematically tracked and compiled to ensure adequate study and input is conducted to inform the EA.



2. The proposed Roberts Bank Terminal 2 project may affect mats of biofilm growing on the area's mudflats, which is an important food source for large communities of migratory birds on the Pacific Flyway, notably the Western sandpiper and Pacific dunlin.
3. Federal legislation (currently) requires that there is no net loss of fish habitat productive capacity. PMV sees merit in entering into technical dialogue on how productive capacity of fish habitat, as well as habitat for other species, is most appropriately defined at Roberts Bank.
4. Infrastructure for the proposed Roberts Bank Terminal 2 project may cause changes to coastal geomorphic processes, such as water circulation and sedimentation patterns, which in turn may cause changes to local geomorphic forms, such as tidal flats which provide habitat for biofilm and shorebirds.

### **3.0 Purpose of the TAG Process**

The purpose of the TAG process is to improve the quality and completeness of the documentation and information submitted as part of the EA application for the proposed Roberts Bank Terminal 2 project, by pro-actively gathering input from technical experts on certain topics during the pre-assessment phase. TAGs will review existing information and field study work plans, identify priority information needs and appropriate methods of impact assessment, and make recommendations to PMV to help ensure that the EA of the proposed Roberts Bank Terminal 2 project is high in quality.

### **4.0 TAG Membership**

Each TAG will be comprised of technical experts from government agencies, academia, First Nations, and non-governmental organizations. The prime criterion for TAG membership is a person's ability to contribute to the technical aspects of an environmental assessment related to the four topics identified above.

Participation in this voluntary, pre-EA process will in no way fetter a TAG member's ability to later participate in, review, or intervene on a future EA associated with the proposed Terminal 2 project.

PMV has generated a list of candidate TAG members based on individuals' experience with one or more of the four topics of interest. Additional members may be added from time to time by the neutral facilitators.

### **5.0 TAG Deliverable**

The primary deliverable of the TAG process will be a summary report that documents the process and findings of each TAG. The summary report will describe the key questions examined by each TAG, and recommendations for PMV with



respect to each of these key questions, including areas of agreement and disagreement among TAG members. Consensus is ideal but is not the goal of the TAG process. The summary report will be prepared by the facilitator and will be made publicly available by PMV.

## **6.0 Roles**

### **6.1 TAG Members**

TAG members may be asked to:

- review, discuss, and provide input on information, current and planned field studies, assessment methods, and field study work plans;
- review and discuss preliminary field study results;
- provide input on potential project effects;
- help identify and prioritize key issues, uncertainties and further studies;
- seek input where appropriate from others within their organization(s) and share this with PMV and the other TAG members (subject to confidentiality considerations); and
- in some cases, provide input to guide the work of focus groups that will address specific technical topics in detail, and provide input on the terms of reference for such groups and assistance in interpreting the outcomes.

### **6.2 Hemmera Envirochem Inc.**

Hemmera is supporting PMV on technical and environmental related matters (e.g., field studies) associated with the environmental assessment of the proposed Roberts Bank Terminal 2 project. For the TAG process Hemmera will:

- compile and prepare materials and information as required and work with the facilitator to execute the TAG work plan between meetings;
- manage schedules, scope, and budget in collaboration with the facilitator;
- provide representative(s) to participate in the TAG where Hemmera has expertise;
- provide technical input as required;
- identify linkages and provide technical integration across TAGs; and
- organize logistics related to meeting venues and manage communications with TAG members.

### **6.3 Compass Resource Management**

Compass is providing independent and neutral facilitation of the TAG process. Compass is responsible for implementing a process that is responsive to input from TAG members while respecting overall process schedules and budgets and remaining focused on technical environmental assessment issues. For the TAG process Compass will:



- design the process to support the purpose of the TAG process, i.e., improve the quality and completeness of the future Terminal 2 EA by providing a forum for meaningful technical input on the four topics to be examined by the TAGs;
- design focus groups where necessary under each TAG to gather information from experts;
- identify linkages and provide technical integration across TAGs;
- provide impartial facilitation of all TAG meetings, workshops, and teleconferences;
- identify and capture in discussions and the summary report areas of agreement and disagreement among TAG members; and
- produce a record of the process (meeting notes) for internal use only, and a TAG summary report which will be made publicly available as part of the EA process for the proposed Roberts Bank Terminal 2 project.

#### **6.4 Port Metro Vancouver (PMV)**

PMV, being the proponent of the proposed Terminal 2 Project, is responsible for:

- providing funding for the TAG process and supporting the TAG process with sufficient resources including information about the proposed Project and venues for meetings;
- managing invitations;
- considering input from each TAG in the design and implementation of future EA activities; and
- managing communications of the TAG process to the public.

Depending upon the topic and PMV's expertise, PMV may provide representative(s) to participate at TAG meetings.

#### **7.0 TAG Member Guidelines**

Each TAG member is asked to:

- treat other TAG members and participants in the TAG process with courtesy and respect;
- act in good faith with respect to the TAG process' purpose;
- provide specific and relevant input about the topics on the agenda, and to "park" issues that are not on the agenda, for future consideration;
- consider the input of other TAG members;
- prepare for meetings by reading distributed materials in advance;
- maintain the confidentiality of sensitive information; and
- participate in all meetings and tasks of their TAG.

#### **8.0 Observers**

Observers from PMV, Hemmera or the participants' agencies may sit in on TAG meetings in order to provide information or keep abreast of TAG discussions and



findings. Requests to observe will be considered by the facilitator (Compass) with respect for the need to balance inclusiveness and effectiveness of the TAG process.

## **9.0 Confidentiality**

All material provided by PMV is confidential and proprietary information belonging solely to PMV. All communications and any information exchanged between TAG members, including the meeting agendas, meeting minutes, material provided for meetings, and material provided outside of meetings for review, are confidential and expected to be treated as such. As a condition of, and in consideration for, the participation of each of the TAG members in any TAG, the TAG members will be asked to sign a written agreement that they will abide by the confidentiality restrictions.

## **10.0 Media & Public Communication**

PMV will manage communication about the TAG process with the public. Accordingly, PMV will prepare materials and updates and manage the dissemination of materials for public consumption as appropriate. All media requests must be directed to PMV who will in turn will address them and report back to the TAG. TAG members will be asked to forward any media requests they may receive on to the appropriate PMV contact. Meeting notes are not for public distribution.

## **11.0 Changes to this Terms of Reference**

The Terms of Reference presented in this document may be amended from time to time by the neutral facilitator with input from the TAG members.