



Socio-Economic Engagement Summary Report - 2023

Ridley Island Energy Export Facility Limited Partnership

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Reviewed by: Caylie Boucher, Indigenous Relations Advisor

December 13, 2023

INTRODUCTION

The Ridley Island Energy Export Facility (REEF), formerly known as the Vopak Pacific Canada Project, will include the construction and operation of a bulk liquids storage facility, including a new jetty at Ridley Island, near Prince Rupert, British Columbia, Canada.

The Project will be built and managed day-to-day through a joint venture partnership between AltaGas Ltd. (AltaGas) and Vopak Development Canada Inc. (Vopak), with team members from AltaGas leading the development.

REEF will facilitate the export of liquefied petroleum gases (LPGs), methanol, and other bulk liquids that are vital for everyday life. REEF is strategically located to contribute to British Columbia's growing export advantage, with the Port of Prince Rupert being established as an important energy export hub for the province.

The Project is also within, or near, the territories of the Gitga'at First Nation; Gitxaala Nation; Kitselas First Nation; Kitsumkalum First Nation; Lax Kw'alaams Band; and Metlakatla First Nation.

In the Environmental Effects Evaluation/Application for an Environmental Assessment Certificate (EEE/Application), the Project committed to establishing a Community Services and Infrastructure Committee (CSIC or Committee) comprised of individuals representing designated organizations. The purpose of this report is to provide an annual update on the activities of the Committee per condition 10 of the Project's Environmental Assessment Certificate (EAC) #E21-01 for the 2023 calendar year.

ESTABLISHMENT OF THE COMMITTEE

In fall 2022, the Project reached out to potential Committee members to gauge their interest in joining the Committee and begin to review a draft charter that had been prepared by the Project. The following groups were identified as potential Committee members at this stage :

- Representatives from Gitga'at First Nation; Gitxaala Nation; Kitselas First Nation; Kitsumkalum First Nation; Lax Kw'alaams Band; and Metlakatla First Nation.
- City of Prince Rupert and District of Port Edward
- Prince Rupert Port Authority and Prince Rupert Chamber of Commerce
- Northern Health

The Project held small group sessions with Committee members to review the charter and collect detailed feedback, an approach that allowed each representative to have their feedback recorded live during the session and for the Project to have more in-depth discussions with the representatives to better understand their interests and concerns related to the Committee and the charter. The draft charter also included a table that detailed potential indicators for monitoring. Indicators were selected based on the availability/accessibility of data and to monitor factors that were within the Project's control. During discussions, it became clear that the charter would be developed for the construction phase and then revisited for the operation phase, as the effects could differ greatly between project phases. This need for revision with the change in phases detailed in the charter.

Following the engagements, the Project revised the charter and table of indicators. The first Committee meeting was held in December 2022 to collectively review the revised charter. The initial meeting sparked discussions on the indicators for monitoring and what could be reasonably monitored by the Project. Based on feedback from the meeting and follow-up discussions with Northern Health, the list of indicators was revised to address Committee members' feedback. The main revision made was the addition of an agenda item for anecdotal discussion about experienced effects related to the Valued Components (VCs) that are monitored. A follow-up meeting was held in January 2023 to review the revisions that had been made to the table of indicators following the initial group meeting. The finalized charter and table of indicators is presented in Appendix A. The final roster of Committee members is detailed in the charter (Appendix A). The Committee is comprised of Project representatives and community Committee members with meetings are facilitated by an independent third party. The charter outlines the mandate of the Committee and how the Committee operates. The Committee meets on a quarterly basis and the REEF team provides the agenda one week in advance of the meeting.

2023 COMMITTEE ACTIVITIES

The Committee was to meet quarterly as set out in the charter, and in 2023, the Committee met at the following times :

- January 18, 2023 – Meeting to review and finalize table of indicators.
- March 15, 2023 – Q1 Meeting
- June 20, 2023 – Q2 Meeting
- September 15, 2023 – Postponed meeting. Provided email update in lieu of online meeting

Minutes from the meetings are provided in Appendix B. As of the date of this report, no construction activities have occurred on site and therefore the monitoring of effects has not yet commenced. The REEF team used the 2023 meetings to get to know Committee members and understand their concerns, but decided to postpone additional meetings until activities have begun on site out of respect for Committee members' time. An email update was provided in September 2023 that recommended postponing the meeting until after construction begins so the Committee can have a full discussion. The next meeting is planned for the end of November 2023 at which time REEF expects to have begun some activities on site. REEF will continue to engage with the Committee on a quarterly basis until construction begins, at which time regular quarterly meetings will resume.

Appendix A – Committee Charter



Community Services and Infrastructure Committee Charter

Ridley Island Energy Export Facility Limited Partnership
December 13, 2023

BACKGROUND

The Ridley Island Energy Export Facility (REEF), formerly known as the Vopak Pacific Canada Project, will include the construction and operation of a bulk liquids storage facility, including a new jetty at Ridley Island, near Prince Rupert, British Columbia, Canada.

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In the Environmental Effects Evaluation/Application for an Environmental Assessment Certificate (EEE/Application), the Project committed to establishing a Community Services and Infrastructure Committee (CSIC or Committee) comprised of individuals representing designated organizations. Since AltaGas will be leading the development, they will be assuming responsibility for the commitments made in the EEE/Application, including this Committee and will be referred to throughout this document where Vopak was previously referred to.

AltaGas values community input and feedback. AltaGas will share project information and work with the Committee to review and assess socio-economic conditions, community services and infrastructure, and overall community well-being, as well as measures to reduce socio-economic impacts.

COMMITTEE MANDATE

The Community Services and Infrastructure Committee will monitor the effectiveness of measures to reduce socio-economic impacts during the construction phase of the Project on the local community.

The work of the Committee will be limited to socio-economic effects directly associated with the Project and what is in the Project's ability to control.

The Committee is an advisory group and provides recommendations to the Project.

The Committee may provide recommendations to other organizations following Committee discussions, if the Committee deems this appropriate.

ROLES AND RESPONSIBILITIES

(i). Community Members Responsibilities

1. Develop and approve the CSIC Charter comprised of the following:
 - a. Criteria for membership on the Committee.
 - b. Roles and responsibilities of Committee members.
 - c. How the Committee will work together.
2. Identify socio-economic indicators to be monitored during project construction.
3. Attend Committee meetings to review information provided by the Project on the indicators, determine if there have been any socio-economic impacts and discuss and recommend mitigation measures.
4. Contact Project representatives between meetings to ask questions or raise concerns, as needed.
5. Share community concerns about socio-economic impacts with the Project.
6. Share information from the Committee meetings with your organization.

(ii). AltaGas Responsibilities

1. Coordinate Committee meetings and activities.
2. Document the implementation of mitigation measures identified in the EEE/Application and share these with the Committee.
3. Monitor, in good faith, agreed upon indicators of socio-economic effects and provide an update at each Committee meeting.
4. Give careful consideration to Committee recommendations.
5. Take minutes of meetings, record feedback provided by Committee members, track outstanding actions or requests for information and coordinate response.
6. Provide a status report on action items from each meeting.
7. Invite Subject Matter Experts to Committee meetings to provide updates on construction progress, as necessary.

(iii). British Columbia Environmental Assessment Office Responsibilities

1. Attend Committee meetings as a non-voting member.
2. Address questions from Committee members that fall within the mandate of the EAO.

3. Coordinate participation and/or response from other Ministries, if required.

(iv). Facilitator Responsibilities

1. Create the agenda for meetings to develop and finalize the Committee Charter.
2. Provide all Committee members with an equal opportunity to participate in the development of the Charter.
3. Incorporate Committee feedback into a draft final Charter for the Committee's review and sign off.
4. Facilitate initial Committee meetings.

COMMITTEE FORMAT

- The Committee is an advisory body and provides feedback and recommendations on socio-economic monitoring.
- The Committee will meet quarterly (4 times/year).
- Committee members may contact Project representatives directly between meetings to raise questions or concerns.
- The Project will provide updated information on the socio-economic effects to Committee members at least one (1) week in advance of each meeting.
- The Committee will discuss and recommend actions to be taken if socio-economic effects are not as predicted or mitigation is shown to be ineffective.
- The format of the meetings will be a roundtable discussion. Where possible, the Facilitator will work with the Committee to achieve consensus or agreement from the majority of Committee members on recommendations for the Project's consideration. Where compromise or consensus cannot be achieved, each community organization will have a single vote.
- The Project will take minutes of the meeting and record action items that arise during the meeting.
- Committee members will approve the meeting minutes from the previous meeting at the start of each meeting.
- The Project will provide a progress report on the status of the action items from the previous meeting at the outset of each meeting.
- The Project will collect additional feedback from Committee members for a two week period following each meeting.
- The Project will distribute minutes of the Committee meetings within three weeks of each meeting, providing time for Committee representatives to provide additional feedback following the meeting.

- The Facilitator will provide all Committee members with an equal opportunity to participate in Committee discussions.
- The Facilitator or a Project representative will welcome overall comments and recommendations on how the Committee is operating and any suggestions for improvement at the end of each meeting.

COMMITTEE MEMBERSHIP

The Committee will be comprised of the following:

- 1 to 2 volunteer representatives from each of the Indigenous Nations that REEF is engaged with on the Project – Gitga’at First Nation, Gitxaala Nation, Kitselas Nation, Kitsumkalum First Nation, Lax Kw’alaams Band, and Metlakatla First Nation.
- 1 to 2 volunteer representatives from organizations that have identified an interest in the socio-economic effects during the environmental assessment process – Prince Rupert Port Authority, City of Prince Rupert, District of Port Edward, Northern Health, Prince Rupert and District Chamber of Commerce.
- 1 to 2 representatives of the British Columbia Environmental Assessment Office.
- 1 to 2 representatives of the First Nations Health Authority.
- 2 Project representatives, and Subject Matter Experts as required.

Each organization will nominate its own representatives to sit on the Committee and will provide the Project with advance notice of any change in representatives.

Each organization will have a single vote.

Participation on the Committee is voluntary and participating organizations and individuals are not compensated for time or expenses.

Meetings will be held on-line and/or in-person.

SOCIO-ECONOMIC MONITORING

The Project identified potential socio-economic effects and mitigation measures in its Environmental Effects Assessment/Application for an Environmental Assessment Certificate (EEE/Application). These included effects to access to healthcare, housing and traffic that could arise during construction. Some of these effects may be influenced by other major projects being constructed in the region, including Fairview Container Terminal Phase 2B Expansion, LNG Canada and Coastal GasLink. Indicators that will be monitored are included in Appendix A.

(i). Area for Monitoring

Monitoring will occur in the following communities:

- Prince Rupert;
- Port Edward;
- Terrace; and
- Identified Indigenous communities.

(ii). Review of Effects

The Committee will review and update indicators, if needed on an annual basis.

REPORTING

During construction, the Project's Environment Assessment Certificate requires the following reporting:

- Submission of one socio-economic engagement summary report on or before January 31st in each year following the commencement of the Project's construction.

The report will consist of:

- Introduction;
- Summary of the CSIC Engagement Process during the reporting period; and
- Summary of the Effects, Indicators, Data Sources during the reporting period and Results.

The Project will share the draft report with CSIC members for review and comment at least 45 days prior to submitting the final report to the EAO.

The Project will provide CSIC updates to the public via the Project's website once per year during construction.

Appendix A – Effects and Indicators

Potential Effect of Project Construction	Indicators*	Threshold/Target	Potential Data Source	Tracking Frequency
Market Housing	Number of houses purchased by AltaGas employees and contractors	No houses purchased and no change to market housing conditions	AltaGas	Quarterly
Rental Housing	Number of project workers in rental housing	Maximum of 5 rental houses used by AltaGas	AltaGas	Quarterly
Accommodations	Number of project workers housed in local camps, hotels	Local camps used once project employs 40 to 50 construction workers who require accommodation Use of local hotels for short-term accommodation	AltaGas, Horizon North Watson Island Camp	Quarterly
Health Care Services	Number of ER visits for AltaGas-related (occupational) accidents/injuries Number of ER visits for non-occupational visits	Up to 10 hospital/medical visits per year from any cause **	AltaGas Self-reporting for non-occupational visits	Quarterly
	Number of in-patient admissions		AltaGas	Quarterly
Emergency Response	Number of police, fire and ambulance responses	Up to 5 emergency services responses per year	AltaGas	Quarterly

Traffic volume and safety in Prince Rupert	Number of vehicle incidents reported by AltaGas related to construction Number of bus trips between the Project site and camp	Up to 5 vehicle incidents per year Up to 20 daily bus roundtrips to and from the Project site to camp	AltaGas	Quarterly
Highway traffic	Number of project workers commuting to Prince Rupert from out of town by automobile	Carpooling or bus transportation provided to limit number of vehicles on the road Workforce staying in camp or local accommodation to avoid daily commute	AltaGas	Quarterly
Flights to YPR and YXT	Number of construction personnel flying in/out of Prince Rupert and Terrace airports	Minimal impact on commercial flight availability for residents	AltaGas/Committee members	Quarterly
Code of Conduct	Code of Conduct violations or security incidents with potential to impact the community	Up to 5 violations with the potential to impact the local community	AltaGas/Horizon North Watson Island Camps	Quarterly
Local employment rates	Percentage of the workforce who are from the local area versus from outside the local area ***	70 local workers	AltaGas	Quarterly, with projections for the coming three months and actuals for the current month

Other potential effects	Anecdotal evidence/general discussion at each meeting		Committee members	Quarterly
	Community Livability – Anecdotal discussion		Committee members	Quarterly

**Measurable parameters for which data is available*

*** REEF's goal is zero incidents*

**** Local defined as individuals from the communities listed in the areas for monitoring*

Additional potential indicators once REEF's Health and Medical Services Plan is in place:

Medical Notes/Occupational Safety Assessments for individuals: Number of notes/assessments requested from a Northern Health Authority individual or organization.

Appendix B – 2023 Meeting Minutes

Minutes of Meeting

Meeting	CSIC Meeting - Indicator Review		
Date	2023-01-18		
Start Time	2:00 PM MST	Finish Time	3:00 PM MST
Location	Google Meet		
Attendees	Irene Davies (Vopak)	Shawn Campbell (Vopak)	
	Erin Nielsen (FNHA)	Tanner May Poole (EAO)	
	Anna Huang (NH)	Patti Schom-Moffatt (PSM Ventures Inc.)	
	Caylie Boucher (Vopak)	Jane Hauser (Kitselas)	
	James Herbert (Gitxaala)	Heather Johnston (Gitxaala)	
	Quinton Ball (Kitsumkalum)	Prince Rupert Chamber of Commerce	
	Nicole Wallace (Kitsumkalum)		
Recorder	Colleen Chisholm/Irene Davies	Approver	Irene Davies

Record of discussion

No	Description	Action item	Date Due
1.	Safety Moment – Safe Winter Driving with the three P's: Prepare Protect Prevent		
2.	No comments or revisions were identified for the meeting minutes or draft charter.	NA	NA
3.	Vopak clarified that they will track both the numbers and percentage of local and non-local workforce.	NA	NA
4.	Request was made to track number of ER visits as occupational vs non-occupational and record which facility they were transported to.	Vopak	March 15, 2023

Next meeting scheduled for: March 15, 2023

Minutes of Meeting

Meeting	CSIC Meeting – Q1 2023		
Date	2023-03-15		
Start Time	10:00 AM PST	Finish Time	11:00 AM MST
Location	Google Meet		
Attendees	Irene Davies (Vopak)	Shawn Campbell (Vopak)	
	Caylie Boucher (Vopak)	Patti Schom-Moffatt (PSM Ventures Inc.)	
	Anna Huang (NH)	Nicki Veikle (Kitsumkalum)	
	Jane Hauser (Kitselas)	Nicole Wallace (Kitsumkalum)	
	James Herbert (Gitxaala)	Allison Watt (Kitsumkalum)	
	Hudson Kunicky (Lax Kw'alaams)	Roman (Prince Rupert Chamber of Commerce)	
	Mark Bowler (Lax Kw'alaams)	Chris Picard (Gitga'at)	
	Brittany Pederson (PRPA)	Ty Sorenson (Gitga'at)	
	Colleen McDonald (District of Port Edward)		
Recorder	Caylie Boucher/Irene Davies	Approver	Irene Davies

Record of discussion

No	Description	Action item	Date Due
1.	Safety Moment – Floods		
2.	<p>Project Update</p> <p>Vopak is focused on preparing for construction and upfront detailed design. Little activity has happened at site over the last few months.</p> <p>Looking to begin clearing near the end of 2023 to accommodate the restricted windows related to the environment.</p>	NA	NA

No	Description	Action item	Date Due
3.	<p>History of the Committee</p> <p>Establishing this Committee was a commitment that Vopak made during the regulatory approvals process. The purpose of the Committee is to monitor socio-economic effects of the Project.</p> <p>Engagements began in fall 2022 where Vopak met with members in small groups to develop the charter.</p> <p>The Committee met as a group in December 2022 to discuss the charter and have a robust discussion on the indicators for monitoring.</p> <p>The indicators were finalized through a group discussion in January 2023. The list of indicators will be re-visited at each meeting and can be added to over time as we move through construction.</p> <p>This Committee was struck for the construction phase of the Project.</p>	NA	NA
4.	<p>Review of Monitoring Report</p> <p>Reviewed the report as a group.</p> <p>Clarified that the camp that Vopak will use is the Horizon North Watson Island Camp located in Port Edward. Once there is a workforce of approximately 40-50 people, Vopak will be able to use the camp. Vopak intends to hire local as much as possible to reduce the number of individuals requiring accommodation.</p>	NA	NA
5.	<p>Open Discussion</p> <p>Northern Health requested early engagement related to the development of the Health and Medical Services Plan. Vopak will engage Northern Health during the development of this plan.</p> <p>District of Port Edward noted their concerns around the aesthetics of the industrial area and the noise associated with the Project. Vopak has taken these concerns into consideration and is planning accordingly.</p>	<p>Vopak to engage NH on the plan.</p> <p>NA</p>	TBD

Next meeting scheduled for: June 2023 – invitation to follow

CSIC Meeting Q2 2023

Teams

Attendees:

AltaGas: Caylie Boucher, Hannah Atchison, Irene Davies
Facilitator: Patti Schom-Moffat
Lax Kw'alaams Band: Mark Bowler
PR Chamber of Commerce: Roman Brochu
Metlakatla Stewardship Society: Jane Calvert, Steven Rogers
Kitselas First Nation: Jane Hauser
First Nations Health Authority: Erin Nielsen
Gitxaala Nation: James Herbert

Minutes

Project Update

- AltaGas and Vopak are currently partners in the RIPET development, with AltaGas being responsible for the construction and operation of the Terminal on behalf of the partnership.
- In a manner similar to the RIPET development, the two parties have agreed on a similar partnership to consider the proposed Vopak Pacific Canada Project. AltaGas will be leading the development of the project and, should the project advance, would be responsible for the construction and operation of the new development.
- The two JVs are separate companies.
- As part of the new joint venture agreement, the two parties have agreed to work together with a view toward determining whether a positive final investment decision is possible. At this point a final investment decision has not been made and such a decision will be subject to an extensive review.
- There is no timing as to when a final investment decision will be made by the partners.
- There is still potential to begin early works later this year, once the sensitive environmental timing windows have ended.
- Working on updating communications materials (website) to reflect the JV.

AltaGas Introductions

- Introduced Hannah and informed that the office in Prince Rupert is now open.

Future Meetings

- AltaGas will resume preparing the monitoring reports prior to meetings once there is activity at site.
- Charter will be updated to reflect the JV and circulated prior to the next meeting.

Irene Davies

From: Irene Davies
Sent: Friday, September 15, 2023 2:54 PM
Subject: REEF CSIC Meeting - Q3 2023

Greetings committee members,

We hope you all had a great summer. We have been working hard refining the design of our project and planning for construction. We continue to work primarily from our offices in Calgary with some corporate travel in and out of Prince Rupert but have not begun any activities at site and therefore we are still unable to monitor the indicators that we have outlined in the mandate of this committee. Over the month of October, we will begin to plan for activities at the site. This will include surveying and some archaeological field work. We are hoping to begin clearing in mid-November. These site preparation activities will be done with mostly small, local crews but we do anticipate we will be able to begin monitoring some of the indicators.

Given this timeline, we want to be respectful of all of your time so we propose to re-schedule the upcoming September meeting for the end of November where we can provide more of an update of the activities at site.

Please let us know if you have any questions or concerns.

Thanks,

Irene

Irene Davies | Engagement Specialist

