

# Milton Community Consultation Committee Meeting Summary

**Date:** December 5, 2024

**Time:** 7:00 p.m.

**Location:** Zoom virtual meeting

**Facilitators:** Edie Thome and Terry Flynn

**Administrator:** Elizabeth Wells

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## Meeting Summary

### Agenda Items:

**1. Welcome and Introductions**

- **T. Flynn** commenced the meeting at 7:00 p.m., welcoming all attendees and introducing **E. Wells**, the new administrative support, replacing Liz Young.

**2. Safety Moment**

- In keeping with CN’s meeting protocol to commence with the safety briefing, **D. Salvatore** shared a safety message by introducing the "20-20-20" rule for reducing eye strain: every 20 minutes, look at something 20 feet away for 20 seconds. Additional tips included maintaining ergonomic lighting, blinking often, and using eye drops as needed.

**3. Approval of Agenda**

- **T. Flynn** sought approval for the agenda and no additions or changes were proposed.
- Motion to approve the agenda was moved by **K. Voisin** and seconded by **W. Roberts**. Agenda approved.

**4. Approval of October 2024 Meeting Summary**

- **T. Flynn** asked for additions or changes to the meeting summary.
- Participant flagged that the circulated meeting summary was for August 2024, not October.
- **T. Flynn** noted that the correct summary will be sent for review and approval at the next meeting.

**5. CN Communications Outreach Discussion**

- **D. Salvatore** provided an overview of work done to-date on a communications outreach strategy for the CN Milton Project. This information was also provided to the committee via a one-pager.
  - Communications objectives shared include increasing public awareness of CN Milton’s compliance with regulatory requirements, environmental stewardship efforts, and economic benefits.
  - Messaging would highlight community partnerships and the project’s role in creating jobs and reducing traffic congestion.
  - Proposed communication channels include using physical signage, targeted social

media campaigns, programmatic ads, local media outlets, and out-of-home advertisements to enhance project visibility and community engagement in Milton.

- Participant suggested that communication materials include contact information and ensure the website allows for easy navigation to submit feedback. D. Reynolds agreed to elevate feedback functionality on the project website for better accessibility. He noted that these adjustments would streamline community engagement.
- Participant recommended expanding the audience to include business owners and employees, not just residents, to ensure broader community engagement.
- Participant raised concerns about potential impacts to infrastructure, specifically road wear and tear, and suggested more transparency in CN's partnerships. **D. Reynolds** assured the committee that infrastructure concerns would be addressed through mitigation strategies.
- **D. Reynolds** outlined next steps, including presenting visual mock-ups at the February CCC 2025 meeting and providing an update on progress prior to launching campaigns.

## 6. Indigenous Relationships, Outreach, and Land Acknowledgement

- **D. Gagné** provided a Land Acknowledgement and spoke to CN's Indigenous Reconciliation Action Plan.
  - The plan outlines specific and measurable initiatives for CN to track its performance and progress toward building strong and meaningful relationships with Indigenous peoples.
  - He also referenced a focus on partnerships with local Nations, skill-building initiatives, educational opportunities, support with responding to RFPs, and working collaboratively on long-term employment projects.
- Participant inquired whether CN's Indigenous Reconciliation Action Plan is available on the website.
- **E. Thome** confirmed that the link would be emailed to participants and shared in the meeting chat.
- **D. Reynolds** emphasized CN's interest in developing sustainable relationships with Indigenous communities through education and procurement opportunities. He highlighted ongoing efforts to align these partnerships with CN's long-term operational goals.
- Participant proposed inviting Indigenous representatives to future meetings to strengthen communication and engagement efforts.

## 7. Committee Business

### a. Heritage Subcommittee Update

- **E. Thome** started discussion.
- **W. Roberts** reported on discussions surrounding the potential reuse of historic structures at the project site, with feedback from local interest groups:
  - A preliminary evaluation has identified several structures with potential heritage value. The subcommittee is working with local historians, cultural groups, and stakeholders to determine preservation measures.
  - Discussions include integrating historic elements into the logistics hub, such as interpretive displays or incorporating features into public-facing areas like visitor centres or walkways.
  - For structures that cannot be preserved, the subcommittee is documenting their significance through photography, written histories, and community interviews.
  - Decisions on preservation depend on regulatory approvals and available funding. The subcommittee is exploring partnerships and grants to support these efforts.
  - Next steps include prioritizing structures for preservation, drafting a proposal to

integrate heritage elements into the project, and presenting updates at the February 2025 committee meeting.

- **E. Thome** emphasized the importance of balancing heritage preservation with the logistical and environmental constraints of the project.
- Participant enquired about the historic lumber salvage assessment of a heritage home where the house was deemed too deteriorated to be preserved.
- **D. Reynolds** will follow up on whether it could be demolished for architectural salvage and reiterated CN's commitment to honouring the area's history while maintaining regulatory compliance and project feasibility. He highlighted CN's willingness to support feasible heritage initiatives as part of its community partnership approach.

b. Driver Health

- **L. Chambers** gave a presentation about high prevalence of cardiovascular issues and the sedentary lifestyle associated with truck driving:
  - Truck driving, a largely sedentary profession, poses significant health challenges for drivers, including increased risk of cardiovascular diseases due to prolonged sitting and limited physical activity, high stress levels and fatigue, often linked to irregular schedules and demanding work conditions, and exposure to pollutants from idling vehicles, which can contribute to respiratory issues.
- **D. Reynolds** noted CN's wellness initiatives, such as fitness classes, mental health support, and confidential helplines. These programs aim to encourage healthier lifestyles and provide mental health resources for all CN employees coping with the demands of the job.
- Participant asked if similar wellness principles are applied to train operators. **D. Reynolds** confirmed that CN adheres to Transport Canada regulations and collective agreements that include provisions for operator wellness. In addition to those commitments, he emphasized CN's support programs for all employees, including physical fitness resources and mental health services.
- Participant enquired about truck idling policies. **D. Reynolds** noted that CN enforces an anti-idling policy at its facilities, requiring trucks to shut down engines unless extreme weather conditions pose a health risk.
- Participant shared insights into existing resources like Healthy Trucker, which uses health challenges and competitions to motivate drivers toward better health practices. This program could be integrated into CN's efforts. **E. Thome** asked the participant to share the link to provide to CN.
- Participant encouraged healthier food options and provide safe rest areas with amenities like vending machines, defibrillators, and spaces to walk or stretch.
- Participant stressed the importance of personal accountability among drivers and suggested that CN explore partnerships to provide cleaner trucks.

c. CCC Update Newsletter Review

- **E. Thome** spoke to the newsletter draft which is set to be published on the website by December 12, 2024. The draft was shared with committee members, and their review and feedback is due by December 8, 2024, to allow time for final revisions. Content highlights include:
  - Project milestones and progress updates, including construction timelines and environmental initiatives.
  - Summaries of recent committee discussions and decisions.
  - Information on upcoming events, such as site tours and public consultations.
  - Contact details for community inquiries.
- Participant emphasized the importance of presenting the newsletter in a visually engaging

format to capture the interest of readers, including graphics and infographics that clearly convey complex information.

- Participant suggested incorporating a section dedicated to community concerns and how they are being addressed, to enhance trust and transparency.
- Participant recommended ensuring that the newsletter is mobile-friendly, as many community members may access it on their phones or tablets.

d. Website Update

- **T. Flynn** spoke to ongoing efforts to improve the usability and functionality of the committee website. Key areas of focus include:
  - Enhancing navigation to make it easier for visitors to find information, such as project updates, reports, and community resources.
  - Adding a dedicated feedback form prominently on the homepage to encourage community input.
  - Including links to relevant documents, such as the Indigenous Economic Plan and environmental reports, to promote transparency.
  - Featuring a section for frequently asked questions (FAQs) to address common inquiries from residents.
- **T. Flynn** noted that these enhancements are expected to roll out by early January 2025, with an update provided at the February 2025 CCC meeting.
- Participant discussed aligning website updates with social media campaigns to drive traffic and engagement. For instance, sharing newsletter highlights or updates on platforms like Facebook and Instagram could redirect users to the website for more detailed information.

e. Annual Feedback Discussions

- **E. Thome** announced plans for one-on-one calls with committee members in January to gather input on the committee's overall effectiveness, its processes, and areas for improvement.
  - These discussions aim to ensure that the committee's work aligns with community priorities and that members feel their voices are heard and valued in shaping the project's outcomes.
  - Individual feedback sessions will be held with each committee member in January 2025. These sessions will be 15–20 minutes long and provide a private forum for candid discussions.
  - The insights gathered during the discussions will be summarized in a report to be presented at the February 2025 meeting. This report will highlight key themes, actionable recommendations, and proposed adjustments to the committee's operations.
  - The feedback will also inform the committee's planning for the coming year, ensuring that efforts remain responsive to community and stakeholder needs.
- Participant expressed appreciation for the structured feedback process, noting its importance for fostering transparency and continuous improvement.
- Participant suggested including a mechanism to gather feedback anonymously to ensure that all members feel comfortable sharing their honest opinions.
- Participant emphasized the need to focus on actionable feedback that can directly improve the committee's processes and impact.
- **E. Thome** made note of these suggestions and outlined next steps, whereby invitations for the one-on-one sessions will be sent out by mid-December, with the sessions scheduled to begin in January and encouraged participants to prepare their thoughts in advance and to consider specific examples or suggestions to share during their feedback session.

## 8. Project Update

### f. Site Update

- **D. Reynolds** presented about construction progress:
  - The reopening of Lower Baseline remains on track for July 2025, expected to ease traffic congestion and improve connectivity for construction and the community. Planning includes traffic management and resident communication.
  - Progress on the Britannia access road is steady, with slope stabilization and grading adhering to environmental and safety standards. This road will support increased traffic while minimizing impacts on existing infrastructure, with additional drainage and erosion controls in place to ensure long-term durability.
  - Soil movement and water runoff are being managed responsibly, with regular testing to prevent contamination and ensure compliance with environmental standards.
  - The Indian Creek realignment continues to maintain the natural flow of the creek and support local wildlife, with habitat restoration efforts and regulatory compliance prioritized.
  - Community engagement efforts include plans for guided site tours in early 2025 to showcase progress and gather feedback from stakeholders. Informational signage will be added to keep the public updated on milestones and ongoing developments.
  - Challenges such as potential weather-related delays are being mitigated through contingency plans, while increased truck activity is being addressed with careful scheduling.
  - Additional updates on construction progress, environmental initiatives, and timelines for key milestones like the Britannia access road will be shared at the February 2025 meeting. Feedback from the committee and community will continue to inform site planning and operational adjustments. This update reflects CN's commitment to balancing operational goals with community and environmental considerations.

### g. Decision Tracker Review

- **T. Flynn** reviewed the Decision Tracker, noting that it has been reformatted to separate items into "Outstanding, Ongoing, Noted, and Resolved." Additional updates include:
  - Progress on communication enhancements, such as newsletters, website updates, and social media campaigns. These improvements, including the addition of a website feedback form and targeted outreach strategies, were marked as "in progress," with positive initial results. Members were encouraged to continue providing input to refine these tools further.
  - Environmental monitoring and compliance efforts, including soil and water management, wildlife monitoring, and the Indian Creek realignment, remain "ongoing." Regular reports from environmental consultants confirm adherence to regulations and demonstrate CN's commitment to minimizing ecological impacts.
  - Infrastructure impact mitigation, focused on addressing truck traffic and road damage concerns, is being actively developed. Plans for road repairs and traffic management updates are underway, with more details expected at the next meeting.
  - Indigenous engagement commitments, including partnerships on procurement and employment opportunities, were flagged as "active." Progress is being tracked through updates from CN's Indigenous Relations team, with a focus on

- fostering long-term collaboration.
  - Heritage preservation efforts were noted as “ongoing,” with priorities being finalized by the Heritage Subcommittee. This includes assessing historic structures for potential reuse or documentation.
- Participant suggested adding clearer timelines to “in progress” items to manage expectations, incorporating a priority ranking system to address high-impact concerns more effectively, and ensuring community feedback informs decision outcomes.
- **T. Flynn** and **E. Thome** emphasized the Decision Tracker’s role as a dynamic document, adapting to reflect real-time progress and changes. Updates will be reviewed at the February 2025 meeting.

## 9. Other Business

### h. Q3 Report Review:

- **D. Reynolds** introduced the Q3 progress report, outlining key milestones achieved and challenges faced during the third quarter. This report serves as a comprehensive update on the Milton Logistics Hub's development, environmental initiatives, and community engagement efforts.
- Participant suggested that the report include additional detail on how community feedback is being incorporated into operational adjustments.
- Participant suggested expand the section on environmental impacts, particularly around air quality and noise management, which are ongoing concerns for local residents. **D. Reynolds** noted that no complaints were received during recent nightwork construction activity.
- Participant recommended that the report highlight specific benefits of the project, such as job creation and reduced traffic congestion, to strengthen public support.
- Participant noted that one of the links in the report is incorrect. **D. Reynolds** stated that it will be corrected.
- **T. Flynn** emphasized the importance of thorough feedback from the committee, noting that all comments would be reviewed and addressed in the next iteration of the report. Members were encouraged to submit written feedback by the stated deadline to ensure their concerns and suggestions are fully considered. He also noted that the document file name of the report needs to be changed from Q1 to Q3.

## 10. Adjournment

- **T. Flynn** concluded the meeting by thanking all attendees for their participation and thoughtful contributions. He emphasized the importance of the discussions held and the progress made during the session, highlighting how the insights shared will continue to shape the Milton Logistics Hub’s development and its relationship with the community.
- Committee members were reminded to follow up on key action items, including:
  - Providing feedback on the Q3 progress report by the specified deadline.
  - Reviewing and submitting comments on the CCC Newsletter draft by December 8, 2024.
  - Preparing for the upcoming one-on-one feedback sessions scheduled for January 2025.
- **E. Thome** reiterated the committee’s commitment to maintaining transparency and collaboration, encouraging members to reach out with any additional questions or concerns in the interim. She also reminded members that updates on key topics, including communication initiatives, environmental progress, and construction milestones, will be presented at the next meeting.
- The next meeting is scheduled for February 6, 2025, and will be held virtually. Calendar invitations will be sent closer to the date with the agenda and relevant materials.

- Meeting adjourned at 9:00 p.m.