



Citizen Liaison Committee  
Meeting Record

**Meeting Date:** Jun. 29, 2016

**GEH-C:** Sara Forsey, manager, community relations & communications  
Dave Snopek, manager, EHS & regulatory affairs  
Christine Long, manager, shop operations

**CLC Members:** K. Collins, K. Latimer, L. Tammaro, M. Park

**Absent:** M. Smith

**Observers:** J. Amalraj, Canadian Nuclear Safety Commission

**ACTION ITEMS**

Previous Action Items		
Action Item	Responsible	Status / Notes
1. Newsletter to include summary of emergency response plans. Consider main bullets for transportation plan as opposed to high level overview.	S. Forsey	Open
2. Consider commissioning mural painting of east wall of bridge along Lansdowne.	T. Richardson, S Forsey	Open: GEH-C has initiated discussions and received quotes; researching opportunities to partner
3. Consider bouncy castle for 2016 community BBQ	C. Long, S. Forsey	Closed
4. Look into small fence for grass area along warehouse on Brandon Ave. to prevent dogs from doing their "business"	T. Richardson	Open
5. Notify CLC members of local GE Volunteers opportunities with GEH-C to participate in	S. Forsey	Ongoing. CLC members invited to join GEH-C at Clean Toronto event
6. Develop CLC terms of reference	S. Forsey	In progress
7. Plan a 2016 community BBQ	S. Forsey	Closed
8. Invite politicians to community BBQ	S. Forsey	Closed
9. Ensure gluten-free options are available at community BBQ	S. Forsey	Closed
10. Create flyer/postcard with BBQ details to distribute to	S. Forsey	Closed



area residents		
11. Canvas GEH-C employees for local charity/organization ideas	C. Long	Open
<b>New Action Items</b>		
12. Finalize Terms of Reference	S. Forsey	Open
13. Share CLC application with CLC members for input	S. Forsey	Open

## DISCUSSION NOTES

The first agenda item for this meeting was a review of Toronto Community Barbeque which occurred on June 25<sup>th</sup>. Sara Forsey noted that an estimated 150 members of the public attended the barbeque. Members of the committee stated that they felt the barbeque turnout was strong and the event was a success overall. Sara commented that the discussions with attendees were generally positive and inquisitive in nature. GEH-C staff were kept busy throughout the barbeque answering questions which supports GEH-C’s objective to provide factual information to members of the community about GEH-C’s operations. Everyone agreed that an increase in the amount of food required will be likely for next year’s barbeque.

Sara Forsey provided an overview of the draft Terms of Reference (TOR) for the Community Liaison Committee (CLC). The establishment of a TOR was one of the priorities identified by the CLC for 2016. The objective of the TOR is to establish a framework for the CLC to provide the structure needed to bring together a cross-section of community representatives for the exchange information. It also establishes the CLC’s purpose, structure and roles and responsibilities.

Sara noted that the TOR would identify the purpose of the CLC as:

- Provide a forum for the exchange information between GEH-C and a cross-section of community representatives
- Facilitate two-way communications between GEH-C and the broader public
- Facilitate meaningful dialogue and regular reporting between GEH-C and CLC members
- Increase the public’s knowledge of GEH-C’s operations including its safety and compliance and community involvement

Sara also noted that the CLC meetings would continue to take place at GEH-C’s facility at 1025 Lansdowne Avenue and the Committee would meet four times per year and new members would be provided with an orientation session that includes a facility tour. All members agreed with these aspects.

Continuing with the review of the draft TOR, Sara noted that it would include a Code of Conduct to help support a respectful environment for all participants. In regards to membership, the CLC would accept as many as 12 members, who serve voluntarily without compensation and each serving a two-year term. It was agreed by all that applicants to the CLC who lived in the closest proximity to the facility would be given preference.



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Sara also discussed recruiting new members for 2017 which is also covered in the TOR. Recruitment would open in September of each year and applications would be made available on the GEH-C website and a call for applicants would be publicized in the GEH-C Toronto Community Newsletter and via social media. The CLC discussed their current memberships which were established prior to the implementation of a TOR. Some members expressed their wish to cease their membership soon as they have been serving on the Committee since 2013. Members agreed to continue for 2017 to allow for recruitment to occur. For member selection, all agreed that the selection of members would be done through a committee made up of three GEH-C representatives and two CLC members.

Sara encouraged CLC members to identify any community groups/organizations that GEH-C could send a letter to about the CLC recruitment and committed to sharing the application with CLC members for input.

Julian Amalraj provided an update about CNSC Independent Environmental Monitoring Program (IEMP) activities to occur at and around the Toronto facility in mid-July. Julian noted that the IEMP is a CNSC program to verify that the public health and environment around licensed nuclear facilities is safe. Julian stated that the activity is part of CNSC's mandate and is not a response to an event or concern and that the results would be made publicly available.

Next meeting:

Sept 14, 2016

6 p.m.