

## **Attachment 1**

### **Communication of Project Information/Community Engagement Plan**

#### **Introduction**

The Project Execution Plan will include a communication and stakeholder and community engagement program for the Project. In the interim, as part of the early stages of project execution, the Project Board proposes the program described below to achieve the following interim objectives:

1. Keep members of the CRD Core Area informed about the status of the Project, including the fact that the Project Board is an interim period, pending the assembly of a management team.
2. Advise key stakeholders (including DND, Victoria Harbour Commission, First Nations) of the status of the Project and identify issues that require attention as part of project execution.
3. Seek early thoughts on considerations for the form and content of the stakeholder and community engagement program that will be developed by the Project Board, its staff and consultants.
4. Ensure that information reported in the media is broadly accurate, and correct mis-information.

#### **Phase 1 – Introduction of the Project (October/November)**

Activities during this phase will include:

- Meetings with municipal staff in Saanich, Esquimalt and Victoria
- Meetings with municipal councils in Saanich, Esquimalt and Victoria
- Meetings with DND staff, Victoria Harbour Commission staff, Chamber of Commerce
- Meetings with community stakeholders, including representatives of Juan de Fuca Electoral Area
- Ongoing communications with First Nations
- Preparation of a Project information package for distribution/website
- Response to correspondence
- Project Board updates to Core Area Committee and CRD Board
- Selection of consultants to provide communication and engagement services, including the development of program

The Project Board Chair and Vice Chair will take the lead in these presentations and meetings, supported by members of the Project Board. CRD staff will be asked to assist with correspondence.

#### **Phase 2 – Development of Community Engagement Program (November /December)**

Activities during this phase will include:

- Recruiting and contract finalization with a consultant to provide communication and engagement services
- Development of a program for communications and community engagement, in consultation with CRD staff and Harbour Resource Partners
- Meetings with municipalities in the Core Area, First Nations, DND and the Victoria Harbour

- Commission as part of the development of the community engagement program
- Community meetings in Esquimalt to support development permit process

### **Phase 3 – Beginning of Communications and Community Engagement Program (January 2017)**

This phase is the beginning of the program which will continue throughout the development and construction phases of the project, and will include regular communication of project information as well as comprehensive and stakeholder and community engagement for the wastewater treatment plant, conveyance (pipes and pump stations) elements of the Project, and the bio-solids facility at Hartland Landfill. The program will be closely coordinated with other related initiatives, including traffic management planning, coordination with CRD and municipal construction projects under way during the same time frame, and environmental and archeological response protocols.