Toronto Port Authority | Administration Portuaire de Toronto

TORONTO PORT AUTHORITY

AND

BILLY BISHOP TORONTO CITY AIRPORT

COMMUNITY LIAISON COMMITTEE
MEETING #14

MEETING MINUTES

Tuesday May 27, 2014
Harbourfront Community Centre
Toronto, Ontario

Minutes prepared by:

LURA
LISTEN · UNDERSTAND · RELATE · ADVANCE

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These meeting minutes were prepared by Lura Consulting. Lura is providing neutral third-party consultation services for the Toronto Port Authority Community Liaison Committee (CLC). These minutes are not intended to provide verbatim accounts of committee discussions. Rather, they summarize and document the key points made during the discussions, as well as the outcomes and actions arising from the committee meetings. If you have any questions or comments regarding the Meeting Minutes, please contact either:

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Summary of Action Items from Meeting #14

Action Item #	Action Item Task	Who is Responsible for Action Item
M#14-A1	Finalize TPA CLC meeting #13 minutes and post to TPA website.	Lura/TPA
M#14-A2	Request from Transport Canada, graphs of Q400 performance requirements.	TPA
M#14-A3	Poll CLC members on late September meeting dates	Lura (Completed)
M#14-A4	Provide gantry crane removal schedule.	TPA
M#14-A5	Provide traffic count report by Dillon Consulting and City of Toronto	TPA
M#14-A6	Invite Councillor McConnell to be a part of the RFP evaluation committee.	TPA (Completed)
M#14-A7	Distribute the environmental assessment RFP to CLC members.	Lura/TPA (Completed)
M#14-A8	Recruit new members to the CLC	Lura/TPA

Appendices

Appendix A1-1: Pedestrian Tunnel Construction Committee Update
Appendix A1-2: BBTCA Fuel Deliveries Presentation
Appendix A1-3: Update on Request for Proposals Regarding Proposed Extension of Runway Presentation
Appendix A1-4: TPA Capital Projects Presentations

List of Attendees

Name	Organization (if any)	Attendance
COMMITTEE MEMBERS		
Glenn Gustafson	Con. Pam McConnell's Office	Present
Hal Beck	York Quay Neighbourhood Association (YQNA)	Present
Brad Cicero	Porter Airlines	Present
Heino Molls	Bathurst Quay Neighbourhood Association (BQNA)	Present
Carol Jolly	Waterfront Business Improvement Area (WBIA)	Present
Robert Kearns	Ireland Park	Present
Con. Pam McConnell	City of Toronto, Ward 28	Sent regrets
Warren Lampitt	Air Canada	Absent
David Whitaker	Tourism Toronto	Absent
Christian Ilumin	Sky Regional Airlines	Absent
Ange Valentini	Con. Adam Vaughan's Office	Absent
GUEST SPEAKERS AND SUBJECT EXPERTS		
Ryan Gow	Forum Equity Partners	Present
TPA REPRESENTATIVES		
Gene Cabral – Chair	Toronto Port Authority	Present
Pat Fagnano	Toronto Port Authority	Present
Helen Oel	Toronto Port Authority	Present
Ken Lundy	Toronto Port Authority	Present
Antonella Tarantino	Toronto Port Authority	Present
Deborah Wilson	Toronto Port Authority	Present
MEMBERS OF THE PUBLIC		
Adam Vaughan		Present
Mario Silva		Present
FACILITATION AND SECRETARIAT		
Jim Faught	Lura Consulting	Present
Nishanthan Balasubramaniam	Lura Consulting	Present

1. WELCOME AND INTRODUCTIONS

Mr. Gene Cabral, Toronto Port Authority (TPA), welcomed members of the Billy Bishop Airport Community Liaison Committee (BBTCA - CLC) to the fourteenth committee meeting. Mr. Cabral noted that draft meeting minutes from Meeting #13 were distributed via email to committee members for review. Mr. Cabral also explained that all efforts will be made to ensure meeting agendas and materials are provided to committee members electronically ahead of each meeting.

2. REVIEW OF PREVIOUS MEETING MINUTES

Mr. Gene Cabral, Toronto Port Authority, reviewed the actions items from CLC meeting #13. CLC meeting #12 minutes have been finalized and posted on the TPA website.

The TPA has provided a map of the Tripartite Landownership of Island Airport in the appendix of CLC meeting #13 minutes. Complaints filed to the noise management office identified as originating from Pearson International Airport aircraft are classified as uncorrelated. The figures are published in the monthly noise management reports on the TPA website. The complainant is also directed to the Transport Canada reporting system and GTA noise management office. Last year, 11 out of 450 complaints were identified as Pearson International Airport aircraft.

Brad Cicero, Porter Airlines, stated that there have been two different inspections of fuel trucks. The annual Marine Crossing Assessment was conducted in October 2013 by Harmac. This inspection reviews routes, trucks and safety procedures and all aspects of the Marine Crossing. Imperial oil conducted its last annual inspection in November 2013 and Porter Airlines received its highest rating of 98%. The inspection reviews security and quality controls.

Jim Faught, Lura Consulting, informed CLC members that the September CLC meeting has been rescheduled for September 9, 2014. The meeting #13 minutes will be finalized and posted on the TPA website following the extended June 20, 2014 deadline for comments.

Actions:

M#14-A1. Finalize TPA CLC meeting #13 minutes and post to TPA website.

- *The YQNA representative stated that his concerns about the Q400 landing and takeoff requirement were not addressed in the CLC meeting #12 minutes and requested that graphs of Q400 performance from Transport Canada be provided.* Mr. Cabral and Mr. Ken Lundy, Toronto Port Authority, agreed that they will ask for graphs of the Q400 performance requirements.

Actions:

M#14-A2. Request from Transport Canada, graphs of Q400 performance requirements.

- *The YQNA representative objected to the delayed timeline for the release of the meeting minutes. He stated that meeting minutes should be distributed within 2 weeks of meetings as*

stated in the CLC Terms of Reference. Mr. Faught agreed and will undertake to have minutes distributed to members within 2 weeks.

- *The YQNA representative requested the September meeting be moved to the 3rd week in September if possible.* Mr. Faught will poll CLC members on possible meeting dates.

Actions:

M#14-A3 Poll CLC members on late September meeting dates.

- *The BQNA representative expressed concern that the fuel truck companies are reviewing themselves as part of the Marine Crossing Assessment. He is alarmed that fuel truck routes are very close to the community and schools.* Mr. Cabral informed the BQNA representatives that the agenda item focused on fuel supplier safety programs and compliance will address his concerns.
- *The YQNA representative requested a noise and vibration study for pedestrian tunnel construction. Construction activities within 75m of residents require a vibration study and he is disappointment that one has not been provided.* Mr. Lundy informed that YQNA representative that Forum Equity Partners and the TPA are not required to complete a vibration study. The vibration study was addressed in the minutes of the Tunnel Construction Committee meeting.
- *The BQNA representative requested that agenda item 4: TPA's Position on the April 1, 2014 Council vote and Approach Moving Forward, and item 6 TPA Update on the EA and Runway Design, move up in the agenda to ensure time to discuss these items.* Mr. Cabral noted that tunnel construction update is fixed as item 3 however item 6 can be moved ahead of item 5 in the agenda. All members agreed.

3. TUNNEL CONSTRUCTION COMMITTEE MEETING – PEDESTRIAN TUNNEL CONSTRUCTION UPDATE

Mr. Ryan Gow, Forum Equity Partners, provided an update on progress with the pedestrian tunnel being constructed from the mainland to BBTCA. Key points from the update include:

- Over the past two months, ice was removed from the mainland and island shaft. CCTC roof and curtain wall framing were completed as well as 90% of tunnel crown pours.
- Construction activities planned for the next two months included tunnel formwork completion and tunnel moving walkways will be hoisted down into the tunnel. Mainland and island shaft waterproofing, rebar and formwork and the completion of mainland shaft excavation will continue. Finally, the gantry crane and concrete batch plant will be removed from the site and island stair caisson wall shoring will start.

Below is a summary of the comments and questions raised by committee members regarding the pedestrian tunnel construction update presentation:

- *The BQNA representative inquired if construction was occurring at night. He believes that Forums Equity Partner and the TPA are in violation of the noise by-law.* Mr. Gow responded that all construction is occurring within the permitted times.
- *The YQNA representative inquired if any kind of noise is permitted after 11pm.* Mr. Cabral referred CLC members to a meeting with Chris Dunn from the City of Toronto where he

addressed the noise by-law and he identified what activities can occur overnight. *The BQNA representative was disappointed that the community was not involved in the discussion of noise by-law between the TPA, Forum Equity Partners, and the City of Toronto*. He objects to construction activities after 7pm and believes the TPA is violating the noise by-law.

- *The YQNA representative requested that the TPA, Forum Equity Partners, the community and the City of Toronto come to an understanding that there will be no noise above ground after 7pm.* Mr. Gow and Mr. Lundy responded that extra overnight supervisors are on site to monitor noise levels as well as cameras around the site to monitor activities overnight.
- *The BQNA representative requested a schedule for the removal of the gantry crane.* Mr. Gow did not know the exact timing for removal and will provide a schedule for the minutes.
- *The YQNA representative inquired if there is any above-ground work scheduled for the next two months.* Mr. Gow responded that there is some work planned on the mainland shaft walls which is scheduled to be competed in the middle of June.

Actions:

M#14-A4 Provide gantry crane removal schedule.

- Mr. Cabral informed members of the CLC that the BBTCA ferry will operate overnight on June 20-21 due to the movement of a Bell Canada chamber. TPA's Position on the April Council vote and APPROACH moving forward

Ms. Deborah Wilson, Toronto Port Authority, provided a brief update regarding the TPA's position on the April Toronto City Council Vote. Key points from the update include:

- City Council has deferred the decision on the Porter Airlines Expansion Proposal until 2015 pending future negotiations between the City of Toronto and TPA.
- There was a proposal put forward to cap the airport expansion at 2.4 million passengers per year during phase 1, 2.7 million passengers during phase 2 and renegotiate a cap at phase 3. The TPA conceded that the master plan, runway design and an environmental assessment must be completed before a decision is made. Request for proposals (RFP) have been issued for runway design and an environmental assessment and the master plan is being updated.
- The TPA has put forward an interim cap of 2.976 million until congestion issues were addressed. TPA is not comfortable with a permanent cap at this time. The TPA feels a decision on cap figures is premature until the master plan, runway design, City of Toronto prescient plan and an environmental assessment are completed and updated.

Below is a summary of the comments and questions raised by committee members regarding the brief update on the TPA's position on the April Council vote:

- *The BQNA representative stated that the airport runways are too short for the Q400s. By limiting the amount of passengers on the plane the TPA and Porter Airline are ignoring the problem. He suggested using the number of planes departing and arriving vs. number of passengers as a cap figure.* Mr. Cabral stated that there are hard caps for passengers per hour and slots. The TPA proposal for 2.976 million passengers a year would increase flights-per-hour from 16 to 24. It is premature to get into discussion about cap numbers at this time. If caps are imposed it would require an amendment to the Tripartite Agreement. *The current slot allocation of 202 remains in place.* Ms. Wilson added that the TPA will complete the work on the master plan, runway

design and environment assessment regardless of the cap requirements. The TPA believes they will be in better position to address cap figures after that work is complete. There will be an extensive public consultation period for the community during the environment assessment.

- *The representative from the Councillor Pam McConnell's Office stated that John Livey from the City of Toronto sent a public letter to Geoffrey Wilson at the TPA about caps. He inquired if Geoffrey Wilson has responded to the letter.* Ms. Wilson and Mr. Cabral informed the committee that Geoffrey Wilson responded with a letter addressing caps as premature at this stage. The TPA has not issued subsequent letters following the letter received by John Livey dated May 7, 2014.
- *The YQNA representative highlighted that the Porter Airline expansion proposal discusses efficient slot utilization; however, according to the 202 slot limit and 70 passengers per Q400 aircraft the total number of potential passenger per year is closer to 5 million. He expressed concern that this will lead to more traffic during rush hour and believes that during off-peak hours the airport is not busy. He requested the Dillon Consulting and City of Toronto traffic count reports be released to the CLC.* Mr. Cabral informed that committee that the numbers presented by the YQNA representative are incorrect because the aircraft and slots are not always at capacity. He stated that the taxi corral and the airport are busy during the mornings and evenings peaks. He will provide the traffic count reports to the CLC.

Actions:

M#14-A5 TPA to provide traffic count report by Dillon Consulting and City of Toronto.

4. TPA RFPS: UPDATE ON THE ENVIRONMENTAL ASSESSMENT AND RUNWAY DESIGN AND THE PROCESS TO BE FOLLOWED

Mr. Ken Lundy, Toronto Port Authority, provided an update on the RFP process for the runway design and environmental assessment. Key points from the update include:

- Following the April 1, 2014, council vote the TPA has decided to update the master plan, prepare and submit a preliminary design for a longer runway, complete an environmental assessment and review the City of Toronto Precinct Plan.
- The RFPs have been posted on MERX, a website used by the private and public sectors.
- The environmental assessment will investigate and assess impacts and mitigation measures of runway extension and jet aircraft activity. The professional engineering services for runway design proponent will be a multi-disciplined consulting firm with a high level of design and planning expertise. They will also provide engineering service to protect the shoreline and water movement on the west side and inside the harbour. The TPA is looking for the physical dimensions of the proposed extensions and alternate methods of construction and estimated timelines to reduce the impact of construction on the community. The peak hour passenger rate will determine the impact of traffic around the airport.
- The RFP was released on April 25, 2014, and will close on June 3, 2014. Eighteen companies have requested the environmental assessment package and 23 companies have requested the engineering services package. A short list of proponents will be determined between June 3-6, 2014, then the finalist will be interviewed on June 12 and the awarded firms will be selected by the end of June. The RFP evaluation process will involve 3 phases:

- Phase 1: Initial submissions will be objectively assessed on critical aspects with a goal to identifying 10 proponents
- Phase 2: In-depth review by Evaluation Team with a reduction of proponents to short list of three
- Phase 3: Interviews with the 3 short-listed proponents.

Below is a summary of the comments and questions raised by committee members regarding the update on the RFP process for the runway design and environment assessment presentation:

- *The YQNA representative inquired if there is a prequalification process for proponents.* Mr. Lundy responded that the prequalification process is part of the proposal.
- *There was discussion on the scope of the EA and whether the environmental assessment will review traffic, noise, vibration and water quality.* Mr. Lundy responded that the environmental assessment will evaluate all aspects of the environment.
- *Also there was an expressed concern that the public was not involved in the development of the RFP scope and that the local Councillor Pam McConnell should be on the RFP evaluation committee.* Mr. Lundy agreed that TPA will contact the councillor's office to discuss.

Actions:

M#14-A6 Invite Councillor McConnell to be a part of the RFP evaluation committee.

- *The YQNA representative was disappointed that the community was not informed about the RFPs being released. Merx is a password protected website and the RFP will not be publically accessible, he requested that the environmental assessment RFP be distributed to CLC members.* Mr. Lundy informed the representative that the TPA sent out a press release the day the RFPs were sent out informing the public and where the RFP would be available. He assured the representative that the community will be heavily involved throughout the environmental assessment consultation process. Once the TPA has selected a consulting firm, the community and consulting firm will work together to address community inquires. Community engagement is a substantial component of the scope of work in the environmental assessment. Mr. Lundy will distribute the environmental assessment RFP to CLC members.

Actions:

M#14-A7 Distribute the environmental assessment RFP to CLC members.

- *The representative from the Councillor Pam McConnell's office suggested that the first stage of the community engagement process should develop the Terms of Reference for the environment assessment. He also inquired who will sign off on the final environment assessment.* Mr. Lundy responded that the study is a TPA led initiative and the final product will be a planning tool for the TPA.
- *The YQNA representative asked if there are timelines for the project*. Mr. Lundy responded that the RFPs have suggested a 9-12 month timeline but the TPA will work with the winning proponents to determine if the work identified in the scope can be completed in this timeframe.
- *The BQNA representative inquired if members of the community who have a background in engineering, science and medicine could be on the selection committee*. Mr. Lundy informed the

CLC the that selection committee will be represented by Waterfront Toronto, Toronto and Region Conservation Authority, City of Toronto Waterfront Secretariat, a communication company and possibly Councillor Pam McConnell's office.

5. BBTCA FUEL SUPPLIER OVERVIEW OF THEIR SAFETY PROGRAMS AND COMPLIANCE WITH PROVINCIAL AND OTHER STANDARDS

Mr. Jim Faught, Lura Consulting, provided a brief presentation on Ontario fuel supplier safety programs and compliance as provided by Imperial Oil. He noted that Michael Henry from Imperial Oil could not attend the CLC meeting and has sent a PowerPoint and notes responding to the CLC request, which Mr. Faught presented. Key points from the presentation include:

- The delivery of petroleum products such as gasoline, diesel and jet fuel in Ontario is governed by a large number of acts and regulations at all three levels of government. Harmac and shippers must be aware of and meet a number of acts and regulations for the delivery of there products.
- Tanks must be designed to meet regulations and have the correct safety equipment. They must also be maintained regularly and undergo annual safety inspections with an independent testing body.
- Both the equipment and driver must have certain licenses and certificates as proof of testing and training to transport dangerous goods.
- The daily operation of the equipment is also subject to significant regulations governing hours of work, maintaining log books and having an emergency response plan. Tanks are subject to random inspections of equipment, log books and other documentation and drivers can be fined or potentially lose their operating licenses. There are also local restrictions on certain streets for community vehicles that may be in place and other restrictions on moving dangerous goods, such as tunnels.
- Imperial Oil has additional requirements over and above the legislation that haulers must meet to handle dangerous goods for Imperial Oil. Including enhanced practices and procedures and additional training courses for drivers and other employees. Haulers also need to have robust safety program and safety focus as well as an acceptable alcohol and drug policy and a security policy. All routes for delivery are assessed before the first delivery to identify any rick factors along the route and to develop mitigating factors where possible. The route to Billy Bishop Airport has been assessed and the assessment is reviewed annually for any changes. The Hauler is assessed every year by Imperial Oil against theses additional standards.
- Mr. Faught noted that if any CLC members have any questions, they can email him and he will forward the questions to Michael Henry of Imperial Oil.

6. TPA UPDATE

Mr. Gene Cabral and Mr. Ken Lundy, Toronto Port Authority, provided a presentation on TPA updates. Key points from the update include:

- The TPA and Brüel & Kjaer EMS Inc. have agreed on a contract to implement the Webtrak's application for Billy Bishop Airport. The Webtrak application is intended to be fully functional by June 30, 2014. The TPA will be publishing an annual noise report which will be developed with the Webtrak data.

- Due to a lack of attendance at CLC meetings, the TPA will be reviewing the membership of CLC as described in the CLC Terms of Reference. The TPA hopes to attract new members to the committee including a community member-at-large. The TPA will publish a newspaper ad to inform that community they are seeking a new member-at-large. The TPA will also revisit with the Toronto Island Community Association a nomination for a CLC member. At this time, the TPA has not determined if placing a geographic boundary on CLC membership is appropriate.
- Apart from the pedestrian tunnel, two other major projects are underway; maintenance area parking reconfiguration and float plane dock replacement. The parking reconfiguration is located east of the fire hall and hanger 6 and is schedule to be complete at the end of May. The reconfiguration of 200 sq.m. parking area will enhance flexibility for fire hall and maintenance vehicles. Work includes new pavement area and relocation of a portion of fencing for vehicle maneuvering.

  The float plane dock replacement will see the installation of two aluminum docks located south of the float plane ramp. The scope of work is currently being reviewed by NavCanada and is expected to be completed in August. There will be no overnight work for both projects.

Below is a summary of the comments and questions raised by committee members regarding the TPA update:

- *The YQNA representative suggested having a CLC member from the Toronto District School Board (TDSB) after a trustee is selected in the October municipal elections. He also suggested having members from the Beaches and St. Lawrence communities on the CLC.*
- *The representative from Councillor Pam McConnell's office suggested that the CLC members are from the local community and a geographical boundary be placed on the committee. He will inform the current TDSB trustee about the interest from the CLC.*
- *The Waterfront BIA representative suggested including another member of the business committee into the CLC. The Toronto Passenger Vessel Association (TPVA) and the two major hotels on the waterfront may have potential interest in joining the CLC.*
- Mr. Cabral thanked the CLC members for their suggestions and agreed that a variety of stakeholders are important to the CLC. The TPA and Lura Consulting will follow-up on the suggestions and hope to have new members at the September CLC meeting.

Actions:

M#14-A8 TPA with Lura assistance to recruit new members to the CLC

7. OTHER BUSINESS

Mr. Jim Faught, Lura Consulting, asked CLC members if they had any new business.

- *The BQNA representative requested the TPA and Porter Airlines help in closing Fleet St. to improve the traffic around the community. The representative has collected signatures from the community and believes closing the street will improve streetcar traffic and reduce traffic. He will follow up with an email to both parties.* Mr. Cabral responded that Fleet St. is part of the City of Toronto's Precinct Plan and that plan may address the identified traffic issues.

- *The representative from Councillor Pam McConnell's office was disappointed that water bottles were offered at the CLC meeting. He noted that it was unsustainable and the TPA should only offer city water in jugs.* Mr. Cabral responded that the water bottles were offered by the venue which is a City of Toronto community centre and will request that the venue supply city water in jugs and not water bottles.
- Mr. Cabral noted that there was a curfew violation on May 26, 2014, that TPA is investigating. A Porter Airline Flight 243 departed from the airport at 6:42 am before the 6:45 am permitted time. The TPA will send a formal curfew violation notice to Porter Airline and the airline has 7 days to respond. The TPA can potentially fine Porter Airlines for the violation. The amount collected from the fines is used to fund community investments and sponsorship. Community members suggested that TPA should consider that the annual fine amount from curfew violations be earmarked for community initiatives.

8. WRAP UP

Mr. Faught informed members that Lura Consulting will poll CLC members on the date for the September meeting. Lura Consulting will inform members of the new date after the poll is conducted.

ADJOURN

Appendix A1-1

Pedestrian Tunnel Construction Committee Update

The Billy Bishop Toronto City Airport Tunnel Project

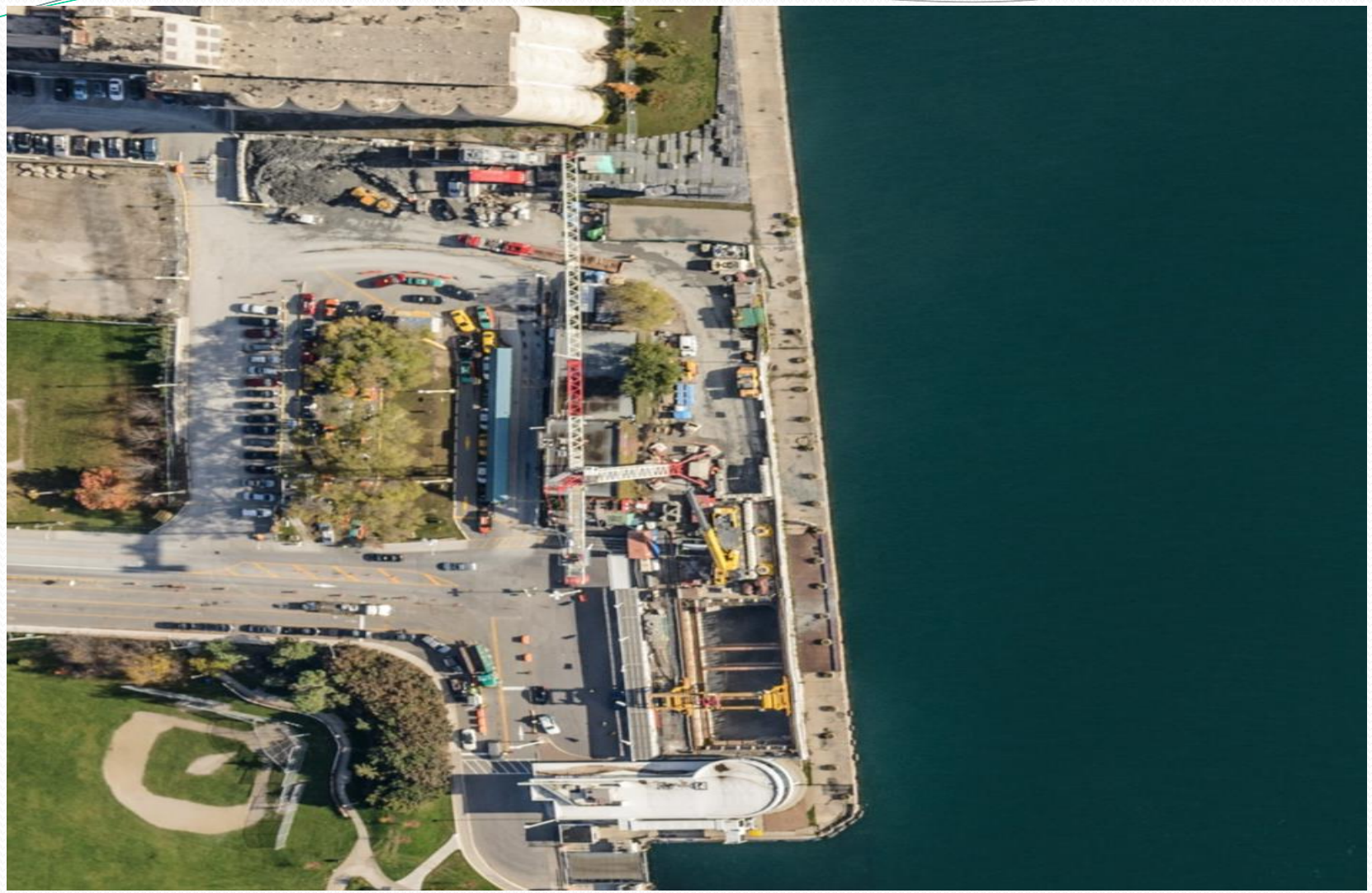
Tuesday May 27, 2014

Agenda

1.	Two Month Look Back	Forum
2.	Two Month Look Ahead	Forum
3.	Questions & Discussion	All

2. Two Month Look-Back

1. Ice was removed from mainland shaft.
2. Ice was removed from island shaft.
3. CCTC roof and curtain wall framing were completed.
4. 90% of tunnel crown pours were completed.



Mainland Site



Island Site



Ice Removal in Shaft



Tunnel

3. Two Month Look-Ahead

1. Tunnel formwork will be completed and removed from site.
2. Tunnel moving walks will start to arrive and be hosted down into tunnel.
3. Mainland shaft final excavation will be completed.
4. Mainland shaft waterproofing, rebar and formwork will be started.
5. Gantry crane will be removed.
6. Concrete batch plant will be removed from site.
7. Island shaft waterproofing, rebar and concrete formwork will be underway.
8. Island stair caisson wall shoring will be started.

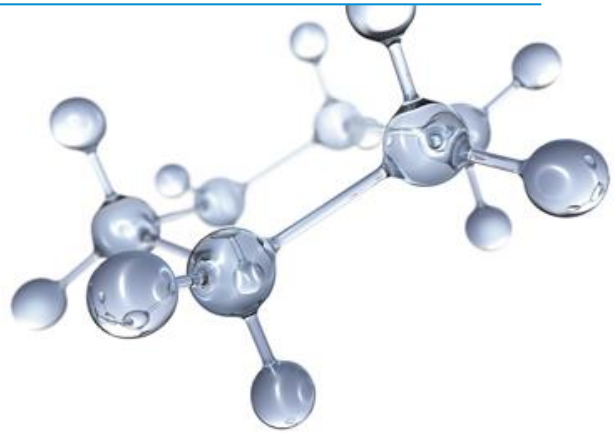
5. Questions & Discussion

Appendix A1-2

BBTCA Fuel Deliveries Presentation

Imperial Oil

ExxonMobil
Fuels & Lubricants



Fuel Deliveries to Billy Bishop Toronto City Airport

This document is for planning, analysis and discussion purposes only. Decisions are not final until appropriate management of Exxon Mobil Corporation and/or any impacted affiliated companies has reviewed and approved or endorsed them, at which time appropriate notice will be provided to affected parties. All proposals will be implemented in compliance with applicable contractual and legal obligations, including any laws or regulations relating to Work Councils or similar bodies. "ExxonMobil", "EM", "FLS Marketing", "FLS", "Fuels & Lubricants", "F&L", "FM", "L&S", "we" and "our" are used to refer to Exxon Mobil Corporation and/or its divisions, ExxonMobil Fuels, Lubricants & Specialties Marketing Company, ExxonMobil Fuels Marketing Company, ExxonMobil Lubricants & Petroleum Specialties Company, and/or the fuels, lubricants and/or specialties businesses of stewarded affiliates. Nothing contained herein is intended to override the corporate separateness of affiliated companies. Countries or other geographic areas are used for convenience and represent one or more affiliates. Third party competitive data is based on public sources.

Legislation and Regulations



Fuel Deliveries subject to a number of Acts and Regulations

- Highway Traffic Act (Provincial)
- Dangerous Good Transportation Act (Provincial)
- Compulsory Automobile Insurance Act (Provincial)
- Technical Standards & Safety Act (Provincial)
- Liquid Fuels Handling Code (Provincial)
- Occupational Health and Safety Act (Provincial)
- Motor Vehicle Transport Act (Federal)
- MVTA Commercial Vehicle Drivers Hours of Service Regulations (Federal)
- Motor Vehicle Safety Fitness Certificate Regulation (Federal)
- Transportation of Dangerous Goods Act (Federal)
- National Safety Code (Federal)
- National & Provincial Fire Codes
- Municipal Statutes and Regulations

Equipment Requirements



Legislation and regulations require the following equipment standards

- Tractor and trailers must meet minimum safety, design, and construction standards
- Highway tanks must meet minimum integrity and rollover standards to prevent leaks/spills
- Tractor and trailers must have minimum safety equipment in place (fire extinguishers, spill kits, etc.)
- Trucks are limited to how much cargo they can carry by weight on the road, which may be seasonally adjusted (spring thaw)
- Trailers are limited to how much cargo they can carry by volume to maintain safe loading limits & prevent overfilling
- Trucks must have appropriate documentation for cargo carried meeting specified content and location requirements (Transportation of Dangerous Goods Bill of Lading)
- Tractor and trailer must undergo regular safety inspections by licensed provider (minimum annually)
- Highway tanks must undergo regular safety inspections by licensed provider (minimum annually)
- Hauler completes regular Preventive Maintenance inspections and work on tractor and trailer

Required Licenses



Trucks and drivers must have proper licenses in place

- Tractor & trailer registration and insurance
- CVOR license
- TSSA license (for tank)
- Workers Safety Insurance Board (for Driver workman's compensation)
- Driver's License (Class A with Z air-brake endorsement)
- Driver Transportation of Dangerous Goods (TDG) Certificate

Operational Requirements



- Drivers must complete daily and ongoing inspections of vehicles, log results, and report deficiencies
- Drivers/Hauler must log driver hours daily and stay within maximum daily and work period limits
- Additional requirements and training for drivers (Upgraded Driver's License, TDG certificate, CPPI certification, etc.)
- Hauler must have Emergency Response Plan covering emergency response protocols (procedures, first responder and contractor contacts, etc.)
- Hauler and driver must operate vehicle in compliance with all legal requirements and regulations
- Trucks and drivers are subject to regular and random inspections by federal, provincial, and municipal authorities. Non-compliance results in fines to Hauler and/or driver, demerit points against operating licenses, which can impact fees for renewal up to and including Hauler's and driver's ability to renew required operating licenses.
- Legislation restricts where commercial vehicles and vehicles hauling TDG regulated cargo can drive – streets would be signed with pictograms as "No heavy trucks permitted" or "Trucks carrying dangerous materials are not permitted on this roadway"

Imperial Oil Requirements



In addition to meeting all laws and regulations, Imperial Oil has further requirements for Contracted Haulers

- Driver training requirements (safe driving, fatigue management, operating procedures, risk & hazard awareness, etc.)
- Hauler Safety Focus (Safety Policy, performance objectives, Alcohol & Drug and Security Policies, etc.)
- Driver observation & competency assessments requirements
- Emergency Preparedness, Incident Reporting & Investigation procedures
- Site and Route Hazard Assessment requirements
    - Route Hazard Assessment factors in items along route to ensure risks and any required mitigation identified
    - Porter Route Hazard Assessment reviewed annually – 2014 review reflects school along road into Ferry Terminal
- Designated driver pool making these deliveries – familiar with, and aware of risks along route
- Haulers are formally assessed annually against these standards

Appendix A1-3

Update on Request for Proposals Regarding Proposed Extension of Runway Presentation

Toronto Port Authority | Administration Portuaire de Toronto

Community Liaison Committee
Update on Requests for Proposals Regarding
Proposed Extension of Runway 08-26

May 27, 2014

Overview

- Porter Proposal
- City Review Process
- Toronto City Council Request
  - Preliminary Runway Design
  - Environmental Assessment
  - Master Plan
  - Precinct Planning

Request for Proposals

- Two RFPs Published on MERX
- Open to qualified proponents
- 1. Environmental Assessment
  - Investigate and assess impacts and mitigation measures of runway extension and jet aircraft activity
- 2. Professional Engineering Services
  - Selection of multi-disciplined consulting firms to provide design and planning expertise

Technical Assistance

- Information to be provided to help determine the Scope of the Project:
  - Physical dimensions of the proposed extensions
  - Coastal engineering and shoreline protection
  - Alternate methods of construction and estimated timelines
  - Peak Hour Passenger

RFP Timelines

- Both RFPs Issued on April 25, 2014 and Close on June 3, 2014
- Environmental Assessment
  - 18 companies have requested the complete package
- Engineering Services
  - 23 companies have requested the complete package

RFP Timelines

- Evaluation of submissions and determination of short list – June 3 to June 6
- Presentations and interviews as need for the shortlisted proponents – June 9 to June 15
- Recommendation of consultants by end of June

RFP Evaluation Process

- **Phase 1:** Initial submissions will be objectively assessed on critical aspects with a goal to identifying 10 proponents

- **Phase 2:** In-depth review by Evaluation Team with a reduction of proponents to short list of three

- **Phase 3:** Interviews with the 3 short-listed proponents.

Questions?

Appendix A1-4

TPA Capital Projects Presentations

Toronto Port Authority | Administration Portuaire de Toronto

Community Liaison Committee

Update on Capital Projects

May 27, 2014

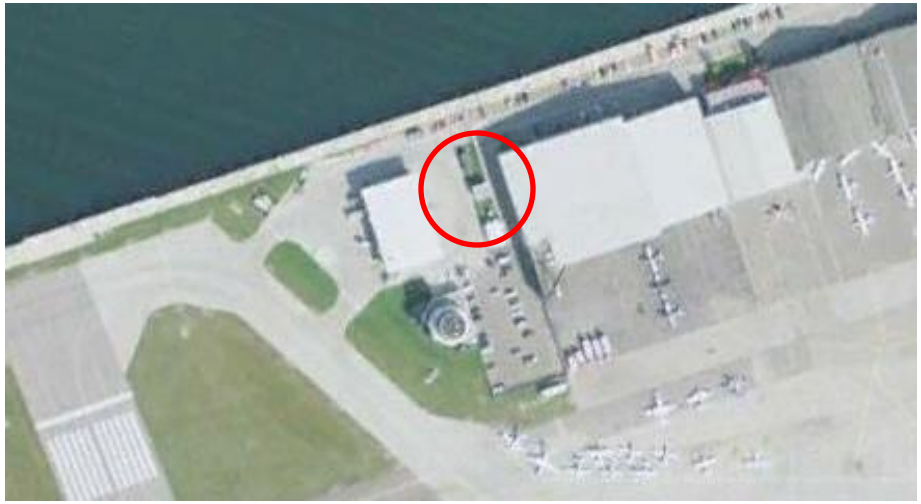
Overview

- Continued focus on Pedestrian Tunnel
- Two other projects underway:
  - Maintenance Area Parking Reconfiguration
  - Float Plane Dock Replacement

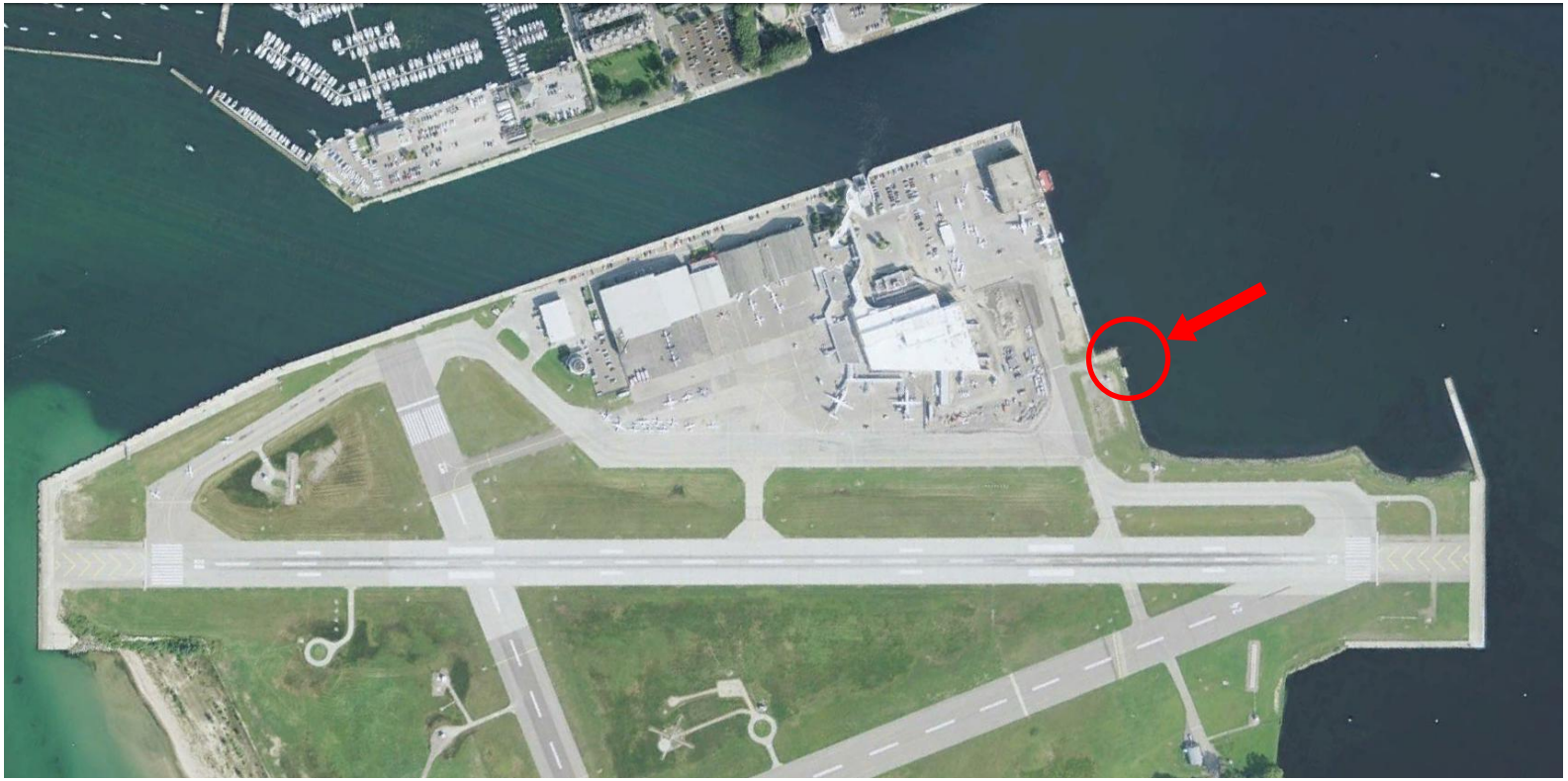
Maintenance Parking Reconfiguration



- Reconfiguration of 200 sq.m. parking area to enhance flexibility for firehall & maintenance vehicle maneuvering
- Work includes new pavement area and relocation of a portion of fencing
- Completion target for end of May



Float Plane Dock Replacement



- Located south of the float plane ramp
- Two aluminum docks each 12 metres long
- Under review by NavCanada
- Anticipate installation in August



Questions?