

Community Liaison Committee

Meeting #2 Minutes

Meeting purpose	Cedar Point Wind Power Project Community Liaison Committee
Meeting date	June 16, 2015 6:30 - 8:30 p.m.
Report date	June 26, 2015
Location	Forest Legion 58 Albert St, Forest, ON N0N 1J0
CLC Members	Tomas Burget, Cynthia Cook, Sandi deJong, Monica Douglas, Ed Vanderaa, John Couwenberg, Joe Zanyk, Jocelyn Kelln
Suncor	Sohail Aslam - Major Projects Manager Chris Scott - Sr. Engineer Project Development Mark Kozak - Project manager Marnie Dawson - Project manager Jason Vaillant - Communications and Stakeholder Relations Jason Weir - Operations Lead
Presenters	David Charlton - Stantec Santo Giorno - WAIT-PW
Facilitated by	Curt Hammond-Chief Listening Officer, Pearl Street Communications

Welcome, Agenda and Goals

Meeting goals:

1. Share a CLC update
2. Share project update
3. Collect and respond to community questions

Safety Moment- Sharing the Road

Community Liaison Committee (CLC) Update

Tomas Burget provided a brief introduction to the CLC purpose, objectives and focus. He also invited interested potential new members to join up to the deadline of June 30, 2015.

The Cedar Point Wind Power Project Community Liaison Committee (CLC) is a forum for the exchange of information between Suncor and representatives from the project community. The CLC will focus on issues and communications related to the construction, installation, use, operation, maintenance and retirement of the Cedar Point Wind Power Project in accordance with Suncor's safety, health and environmental values.

The CLC meetings and discussions will be proactive and focus on the 'how' of ensuring the community is informed, engaged and heard during construction through to operations of the

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project. The CLC will not be a forum for debates or conversations about the merits of wind energy. The committee will not re-visit those issues or concerns already addressed through the Ontario Ministry of Environment's approval process or via the Environmental Review Tribunal Hearing.

Ed Vanderaa, CLC member, then stood and stated his opposition to the project for the record. He indicated that he had signed the terms of reference but with additional language indicating his own personal purpose for participating.

There was some discussion regarding some gaps in representation on the CLC by municipalities, First Nations and other community-based groups such as environmental or social development organizations.

Membership will remain open to new members until June 30, 2015. Interested individuals will be required to sign the Terms of Reference document and commit to two years participation in the group.

- The Renewable Energy Approval (REA) for Cedar Point outlines the requirements to have a CLC
- The CLC must meet a minimum of four times, twice per year for two years
- The Cedar Point CLC has requested a higher number of public meetings to support greater communication
- Suncor is committed to supporting the work of the CLC in their objectives as stated in the Terms of Reference which may require a higher frequency of meetings

Cedar Point is a 50/50 partnership with NextEra Energy Canada. This does not change the scope of the project. Suncor will continue to develop and construct the project on behalf of the partnership. The transmission line is still required and will connect with the Jericho substation and then share a transmission line to Evergreen. This allowed the elimination of a parallel transmission line. Suncor will continue to provide a site representative to allow for transparent and effective engagement with the community.

Amec has been engaged as the prime contractor to construct Cedar Point Wind Project. As the constructor, Amec manages and coordinates the activities of the subcontractors.

Construction Update

Team introductions

- Sohail Aslam - Construction questions
- Mark Kozak - Permitting and environment
- Chris Scott - Project development
- Marnie Dawson - Project development
- Jason Weir - Operations
- Jocelyn Kelln - Stakeholder and Aboriginal Relations
- Jason Vaillant - Communications and Stakeholder Relations

Project Overview

Cedar Point is a 100 MW project consisting of 46 turbines in Lambton County and the townships of Plymton-Wyoming, Lambton Shores and Warwick.

Construction milestones completed as of June 15, 2015 include:

- Turbine foundation work
 - 33 sites excavated and prepped
 - 26 sites have rebar installed
 - 21 Foundations poured



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- Transmission foundation progressing (19/21)
- Operations and Maintenance building shell complete
- Substation structural steel progressing

Turbine components will begin arriving in the last half of June. It generally takes about 5 days to deliver and erect one turbine if conditions are good. Wind speed, thunderstorms, wet ground and precipitation can all delay construction. We are anticipating construction will be completed on schedule in October of 2015. Site reclamation efforts will begin as each turbine is completed and will continue into operations.

[Follow Up from last CLC meeting](#)

Lighting

The red aircraft warning lighting required on turbines has been identified as a concern by First Nations and residents in the area. Suncor continues to explore options to reduce the visual impact of the required lighting as mandated by Transport Canada. The lighting that will be used for Cedar Point is the Orga L450-864G Red LED Beacon. An update will be provided at the next CLC meeting.

Road Maintenance

Large construction and heavy vehicles can do significant damage to roads over time. We have worked with Lambton County and the municipalities of Lambton Shores and Plympton-Wyoming to develop Road Use Agreements that outline Suncor's responsibility to repair any damage to roads and right of ways that are a result of our construction activities. Once construction is complete, we will be working with the county and municipalities to ensure all repairs are done to the specifications they have outlined.

Until that time, we have been completing with daily inspections and repairs on roads that are experiencing heavy construction traffic and are in regular communication with the roads supervisors from the county and municipalities. We have a grader running throughout the project on gravel roads and will be rebuilding sections of road in Lambton Shores where there are weak spots. Paved roads have been maintained by removing sections of surface that break up and replacing with packed fine gravel.

If you have concerns regarding road conditions or would like to report a location that requires attention, you can contact Suncor at 1-866-344-0178.

You can also contact the county and municipal Roads supervisors:

Lambton County	Manager of Public Works Jason Cole	(519) 845-0801 Toll-free: 1-866-324-6912
Plympton-Wyoming	Superintendent of Public Works Adam Sobanski	(519) 845-3939 Toll-free: 1-877-313-3939
Lambton Shores	North Area Manager Allan Little	(519) 243-1400
Warwick	General Manager of Public Works and Parks and Recreation Greg Storms	(519) 876-2808

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What happens when we receive complaints?

Suncor will follow its complaint resolution process for construction and operations. Complaints will be responded to within three days.

Suncor will notify the local MOE (Ministry of Environment) district office of the complaint within 2 business days of receipt of the complaint.

The MOE notification will include:

- Description of the nature of the complaint;
- Wind speed and direction at the time of the incident related to the complaint;
- Time and date of the incident related to the complaint;
- Duration of each incident;
- the ID of the equipment involved and its output at the time of each incident; and
- A description of the measures taken to address the cause of the incident and to prevent a similar occurrence in the future

Health and Safety Update

Since the last CLC meeting, concerns that have been shared with Suncor include speeding construction vehicles and dust related to construction.

Actions taken

- All construction personnel were reminded of construction speed limits: 20 km/hr
- Construction personnel caught exceeding speed limits will be sent home for the week without pay
- In morning meetings, contractors are reminded to consider road and weather conditions when working

Woodlot incursion and reclamation update

As part of the construction of the transmission line for Cedar point, a number of trees were removed in error from woodlots and wetlands within the project area in March of 2015. In total, 3,166 m² or approximately ¾ of an acre of trees were removed without appropriate permits.

Suncor is overseeing all aspects of the project's development and takes ownership for the mistake. We take this very seriously and we apologize for making this error.

Although this incident was unintentional, any unauthorized tree removal is unacceptable. We are committed to fixing this problem.

We immediately launched an investigation in order to understand how this infraction took place and are taking direction from the St. Clair Conservation Authority on our efforts to mitigate the impacts. We have revised our pole locations to appropriately offset them from protected areas.

We are working with the St. Clair Conservation Authority to finalize a remediation plan that will address the impact. The Ministry of Environment is currently investigating this incident and we will continue to work with them through this phase of the project.

Presentation from Stantec - David Charlton

Presentation from WAIT-PW - Santo Giorno

Questions

At the request of CLC member Ed Vanderaa, the meeting was extended by 30 minutes to accommodate questions from the floor.

Q: Suncor mentioned that it launched an internal investigation "immediately" when they became aware of the potential problem. What date did Suncor launch its internal investigation?



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A: We began our investigation on March 30, 2015 after being notified by a landowner that some tree removal had taken place on his property.

Q: When did Suncor become aware that the tree cutting was in violation?

A: At the beginning of the investigation, we were aware that some trees had likely been removed outside of our permitted area. We made the decision to conduct an internal investigation to make sure that we understood the scale of the incident accurately before reporting to the MOECC.

Q: What was the time frame between Suncor completing their internal review and determining that a violation had occurred, and when the MOECC became aware of the violation?

A: Suncor had not yet completed the internal investigation when the MOECC alerted us that they had received a complaint.

Q: Why did Suncor not inform the MOECC and the SCRCA when they first became aware of the incident? Even if Suncor wasn't completely certain that PSW's were involved, it knew trees had been cut without authorization. Why did Suncor not err on the side of caution and contact the MOECC and the SCRCA right away?

A: Suncor was made aware of some tree removal that was in question at the end of March. As part of our approval, we were allowed to cut trees in some areas so we wanted to determine if any of the other tree cutting that had occurred was also in violation. It is always a judgment call as to when to inform the ministry when a non-safety related incident has occurred. Suncor made the decision to better understand the scale of the incident through an internal investigation before engaging with the MOECC, and in this instance, the MOE and SCRCA were notified separately before we had reached that point.

Q: Should Suncor be fined for this incident?

A: Currently, the incident is in front of the investigation and enforcement branch of the MOECC. Fines are one possible outcome of the investigation.

Q: Did anyone from Suncor contact the landowners whose woodlots were damaged and apologize for the damage? Prior to the June 16 meeting when this question was asked?

A: The tree removal took place in the woodlots of three different landowners. Suncor holds lease agreements with two of the landowners which include tree removal rights. The third landowner notified us of the tree removal on his property, which sparked the investigation.

Q: Stantec has identified a list of "immediate" actions related to remediation. What has been done?

A: The plan proposed by Stantec is under review by the conservation authority. We are waiting for their direction on how to proceed to ensure we consider any other information regarding the sites that they may have. As soon as we have permission, we will commence with the actions. We will also share the approved remediation plan and any subsequent reports on the Cedar Point website.

Q: Does Suncor really believe that offering a landowner \$1100 for the unauthorized destruction of 600 square meters of a protected wetland is a fair offer? Will a larger offer of \$10,000 be made to each of the affected landowners?

A: We believe that landowners have a right to be fairly compensated for damage to their property that occurs as a result of our actions. The compensation that was offered to the landowner was determined based on terms outlined in our lease agreement and a valuation of the removed portion of the woodlot.

Q: Who is accountable for the actions of workers on the Cedar Point project when it comes to issues such as speeding, dust and water pumping?

A: We are working closely with the various contractors on the construction site to ensure strict adherence to our Suncor Standards of Business Conduct. We hold our contractors accountable

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for actions taken during construction and have issued a strong reminder of the very high standard of business and professional conduct we expect when working in your community.

Q: Will Suncor adhere to the Federal Radiation Emitting Devices Act?

A: Suncor will comply with all relevant and applicable legislation to the Cedar Point Wind Project.

Q: Does Suncor have a deadline to build the project under the contract?

A: Yes, all contracts under the Feed-in-Tariff program have a requirement to build the project within 3 years of contract award, with an additional 24 months of potential extensions for unforeseen delays. Including allowable extensions, we must complete the Cedar Point project by July 2016.

Q: How many Suncor personnel are on site during construction?

A: One Suncor representative works on site; however, there is a larger team at various sites in Ontario and Alberta working on the Cedar Point project.

Q: How many supervisors are on site during construction?

A: One Suncor, one Amec, 2-3 NextEra. Each contractor also has their own supervisors on site. Each morning, the supervisors of all contractors working that day meet to discuss the days' activities, any issues from the previous days, and any anticipated issues.

Key Issues

Road Maintenance

- Applications of gravel and impact on ditches as a result of excess gravel being "squeezed" out
- Drilling waste in ditches
- Safety concerns related to road conditions

Health and safety

- Response time
- Perceived inadequate incident response process
- Visibility of construction personnel (markings on vehicles) - Amec and Suncor

Landowner concerns

- Tile drainage damage and repair
- Topsoil management
- Communication with Suncor

Observations and recommendations

1. The slide presentation was too small and difficult to see. Next meeting, printed materials should be available for attendees to follow along.
2. If a presentation is made using a projector, a pointer should be used by presenters.
3. A microphone should be available to ensure all attendees can hear the presenters.
4. It would make sense for Amec as prime contractor, and the main sub-contractors completing the work for Cedar Point to be present at future CLC meetings in order to be able to better address questions related to construction work.
5. There is a desire for more frequent public meetings during the construction phase. There is a need for greater communication from Suncor.



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6. Suncor could do a better job of articulating our complaint resolution and incident response processes. The CLC could support developing materials that would communicate the process more clearly.

Action Items

Action	Responsibility
Draft meeting minutes and presentations posted on website	Suncor
Review and approve meeting minutes	CLC
Provide update on lighting options reviewed	Suncor
Provide update on Tree removal remediation actions	Suncor
Ensure Amec vehicles are more visibly identified	Suncor/Amec
Post approved remediation plan and associated reports on website	Suncor

Next meeting

To be scheduled for the week of September 21, 2015