

# Community Liaison Committee

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## Working Session Minutes

Meeting purpose	Cedar Point Community Liaison Committee
Meeting date	July 7, 2015 6:30 pm-8:30 pm
Report date	July 9, 2015
Location	Lambton Shores Recreation Centre Meeting Room
Present	Tom Burget, Cynthia Cook, Sandi deJong, Monica Douglas, Ed Vanderaa, Joe Zanyk, Jocelyn Kelln, Joanne Moore
Regrets	John Couwenberg
Facilitated by	Curt Hammond-Chief Listening Officer, Pearl Street Communications

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### Welcome, Agenda and Goals

- Debrief from June meeting
- Tree update
- Clarify summer and fall plans

### Meeting minutes- June 16, 2015

- A note on complaint reporting to the Ministry of Environment: the temperature, and relative humidity should also be noted when complaints are received.
- There was one comment in the meeting about removing a turtle from the road. The decision was made to not include it in the minutes because there was no specific concern raised and no direct question asked.
- Motion to accept the minutes- Tom, Seconded- Monica

### Safety Moment- Sandra deJong

Parking lot safety tips

### Getting to know each other

- What do you love about summer?

### Suncor and Tree update

#### Remediation Plan

- The conservation authority has approved the remediation plan and it will be available on the website next week Thursday (once it goes through our process)
- On July 2, Stantec, Eptcon and an Eptcon sub-contractor reviewed the immediate remediation actions and agreed upon an implementation plan and schedule
- Clean up will start this week and take approximately 1 week to finish

## Cedar Point Wind Power

- This includes:
  - Removal of large logs
  - Removal of thick mulch
  - Re-cutting to clean up where possible (where stumps are long enough and no re-growth has already occurred)
  - Repair or replacement of silt fencing where damaged
  - General clean up of the sites
- During this work an environmental monitor will be onsite at all times
- This initial clean up work should be completed by the end of next week at the latest
- The work will be done initially at area 20, reviewed by Stantec and then if approved, it will be replicated at the other sites
- Next steps- Stantec is developing a re-planting schedule and plan which will be reviewed and approved by the conservation authority
- Replanting will be done in the fall of 2015
- The “good” news is that this damage is not insurmountable and that the conservation authority agrees with the course of action we have proposed on Stantec’s recommendations

### MOECC update

- On June 30, our final investigation and incident report was filed with the investigation and enforcement branch of the ministry of environment and climate change (MOECC)
- This incident is still under investigation by the MOECC

### Going forward

- Since the incident, we have reviewed all the drawings and plans for construction, identified risk areas and surveyed all boundaries with environmentally significant areas
- We have initiated conversations between our wind team and our oil sands and refinery teams to share and learn from best practices in incident investigation and reporting to see where improvements to process can be made.
- We have made changes to our internal processes so that for future projects, we will be conducting detailed reviews of all construction plans for environmental and design considerations, including field level reviews. For Cedar Point, we conducted high level reviews of design plans.
- For future projects, we will conduct additional survey work to ensure we have enough information to ensure respect for environmental boundaries
- We will be allocating greater resources to future projects during critical phases of development and execution
- There have been tangible consequences for the prime contractor as a result of this incident

### Other follow-up from the CLC meeting

- To address speeding vehicles, a radar gun is being used for spot speed checks and some workers have already been dismissed from the project
- Amec has committed to marking their construction vehicles so they are more visible
- There have been conversations between Suncor and Amec senior management regarding contractor behaviour and incident response
- It is a standing agenda item at the morning meetings in the construction office to highlight any construction activities that carry environmental concerns and understand any environmental or archeological restrictions
- June 29 and 30, the Cedar Point project underwent an internal EH&S audit by Suncor. The final report and recommendations are expected within 2 weeks.

### Communication

- An update bulletin has been prepared for distribution to CLC members, municipalities, First Nations and other key stakeholders, as well as for posting on the project website

## Cedar Point Wind Power

- The CLC will review and provide feedback prior to its release
- Should include the next public meeting date on the notice

### Meeting debrief

- Logistics
  - Microphone
  - Printed materials
  - Larger font on powerpoint presentation
  - Laser pointer
  - Pencils/pens on seats for question cards
- Seating of group
  - Feelings of safety
  - Some feel that the CLC should be more visible and sit up front
  - We should be representing ourselves as a group, not as individuals
  - Each member could wear a nametag
  - Meet and greet after the meeting
  - Should we continue to hold working sessions without the public present or begin to do that work with an audience?
  - If it's a big public meeting with a lot of questions and open dialogue, then people might not be comfortable sitting up front
  - Some feel that either everyone sits up front, or we disperse. We can't have a table up front with only half of the committee present.
  - Could we have some CLC members sit in the audience as observers to make sure that people are heard and if they are not comfortable sitting up front?
  - One option is to have everyone up front to be introduced at the beginning of the meeting, and then the observers join the audience.
- Leaseholders
  - Some feel that leaseholder issues regarding their property need to be dealt with one on one and not at the public meetings
  - Some feel that leaseholders have a right to express their concerns at public meetings and this should be allowed and encouraged
  - There was some discussion about whether leaseholders should have a separate meeting to discuss concerns
  - Is the role of the CLC to hold Suncor accountable to respond to the farmer's concerns in a time limit?
- Closing the loop
  - CLC members need to let Suncor know that there is a concern
  - Suncor needs to follow up and let the person know that it has been followed up on
- Time limits in meetings
  - So that meetings do not get carried away by one issue or one person
  - We need to get those guidelines out at the start of the meeting
  - Could a Suncor representative take individuals aside to talk to the individual during the meeting to continue the conversation?
- Role of the CLC
  - If you hear something either in the meeting, or outside of the meeting, that you can take it to Jocelyn and she will follow up with the CLC member
  - This should be announced at the next public meeting-
    - You can take your concern/question to a CLC member
    - The CLC member will report it to Suncor
    - Suncor will follow-up with the individual
    - Suncor will respond to the CLC member to close the loop

## Cedar Point Wind Power

- Update on letter regarding insurance and indemnity- awaiting signature from legal

### Questions

- When can we expect to see the first blade turning?
  - Expected commercial operation is the end of October but some preliminary testing may take place as early as September
- Who is conducting the sound testing for Cedar Point? How does it work and how are locations chosen?
  - Aerocoustic will likely be conducting the sound testing for this project. There are details about the sound testing requirements in the Cedar Point REA which can be found online. Suncor will provide additional information on this process and the requirements at the next public meeting.

### Next Meeting

- Working session: August 20<sup>th</sup>-6:30-8:30 Lambton Shores rec centre.
- Agenda tbd but will include a focus on setting the agenda and format for the September public meeting and developing an easy to read and clear communications chart for responding to community concerns
- Other items for discussion:
  - How is the dispute resolution/communications chart being shared?
  - How to let audience know that they can connect with CLC in between meetings

### Future Meetings

- To be discussed at future meetings: Who holds the responsibility for emergency response once the project becomes operational? What fire safety measures will be in place? Fire suppression systems, local emergency response equipment and capacity, etc.

### Key Decisions

- All future public meetings will have a dedicated note-taker to ensure the most accurate record of the meeting
- All CLC members will have some sort of visual identification at future meetings
- Next public meeting week of September 21<sup>st</sup> to be held in Camlachie

### Action Items

Action	Responsibility
Prepare and circulate draft minutes	Suncor
Review Remediation and Construction update bulletin and provide comments by end of day July 9, 2015	CLC
Review and approve meeting minutes	CLC
Provide CLC members with signed letter outlining liability	Suncor
Update project website	Suncor
Check availability and cost at Sawmill Creek for next public meeting	Tom
Arrange tour of construction site for CLC members	Suncor

### Next meeting

Working Session August 20, 2015  
6:30-8:30 pm Lambton Shores Recreation Centre