

Meeting Agenda:

**Community Liaison Committee (CLC)
for the South Canoe Wind Project**

Upper Vaughan Fire Hall
Hwy 14
Monday January 28, 2013
6pm – 8pm

Chair: John Woods

Minutes Recorder: Mary-Frances Lynch

Agenda Items

Topic	Presenter	Time
1. Introduction of new CLC member – Emery Peters	John Woods	6:00 – 6:05
2. Adoption of Meeting Agenda	John Woods	6:05 – 6:10
3. Review of November & December Meeting Minutes and Outstanding Action Items	John Woods	6:10 – 6:30
4. Field Trip to Digby Recap	Debbie Innes, Janis Kinnie	6:30 – 6:45
5. Project update – EA studies, layout discussions, activities on-site	Stephanie Walsh, Chris Peters	6:45 – 7:10
6. Update on Meeting with Card Lake Conservation Society	John Woods	7:10 – 7:15
7. Development Agreement Update	John Woods	7:15 – 7:30
8. School Program, Project Logo, Project Bulletin Board, List of Local Skills	Mary-Frances Lynch	7:30 – 7:45
9. Round table discussion of future topics	CLC	7:45 – 7:55
10. Meeting close out	John Woods	7:55 – 8:00

Misc. Information

Notes: Light refreshments to be provided.





PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan
Project Name:	South Canoe Wind Project		
Purpose of Meeting:	Regular Community Liaison Committee Meeting		
Location:	Vaughan Fire Hall	Date	January 28, 2013
Attendance	Representation		Present Regrets
CLC Members			
Ryan Cameron	Property Owner	X	
Megan Davies	Local Resident	X	
Sydney Dumaesq	Friends of Nature		X
Debbie Innes	Local Resident	X	
Janis Kinnie	Cottage Owner	X	
Buzz Smith	Local Resident	X	
Ben Wiper	Chester Chamber of Commerce		X
Kerry Keddy	Local Resident	X	
Judy O’Leary	Cottage Owner		X
Eric Christmas	Mi’kmaq Rights Initiative	X	
Janice Mitchell	Cottage Owner		X
Emery Peters	Cottage Owner	X	
Rick Cecchetto	Oxford Frozen Foods		X
Stephanie Fuller	Nova Scotia Power	X	
Chris Peters	Minas Basin Pulp and Power	X	
John Woods	Minas Basin Pulp and Power	X	
1. Adoption of Meeting Agenda			
	Agenda adopted Kerry Keddy moved to adopt agenda, seconded by Debbie Innes, agenda adopted		
2. Introduction of New CLC member			
	Emery Peters, from Clearwater Hills Lot Owners Association		
3. Review Meeting Minutes from November and December			
	<ul style="list-style-type: none">November Meeting Minutes<ul style="list-style-type: none">Motion by Buzz Smith, seconded by Kerry Keddy, minutes approvedDecember Meeting Minutes<ul style="list-style-type: none">Motion by Debbie Innes, seconded by Kerry Keddy, minutes approved <p>Review of outstanding action items:</p> <ol style="list-style-type: none">Call bus garage and review school board website to better understand bus route in order to make sure route is not disrupted by turbine transportation. Inquire about Hants County as well.		

	<p>Leave as ACTION ITEM.</p> <ol style="list-style-type: none"> Can a “no engine break” sign be put up for trucks along the New Russell Rd, especially near Lake Lewis/Red Shirt Rd? Acciona have been told about the concern about speeding around that corner and have said that they will need to minimize their speed for other matters as well (dust and debris control) and they have taken note of the concern around that corner. Request to put new residence on map, house on New Russell Rd. near South Canoe Lake. Map has been updated. How was the colour of the turbine chosen for the photomontage? Colour was chosen from other images of Acciona turbine. Could a grey colour be used for the turbine instead of white to make it less visually intrusive? Acciona is asking how this would work and if there are any supply chain and manufacturing constraints from deviating from regular colour. Transport Canada may need to have input. Who can be lobbied to ensure DSTN builds turbine tower? Acciona will be reviewing options for tower supply and are aware of the desire to maximize local work. What about the possibility of ice throw from turbines? Turbine operates at balanced and unbalanced modes, if ice is detected on blades and is unbalanced, turbine will shut off until ice melts off. If ice load is still balanced, the turbine can operate but will be put into a safe pitch mode where blades are pitched and slowed down. Less likely that ice will be thrown and at lesser distances in safe pitch mode. Ask Acciona about their experience with ice throw at Lameque as well as their experience with blade throw. ACTION: SCPP What about human health impacts? Health Canada has cited in its FAQ section that rigorous studies show no health impacts. Shared weblink outlining Health Canada statement with group. How close are specific CLC members’ homes from turbines? Send table of turbines and their distances to homes to CLC. ACTION: SCPP Additional photomontages - Megan Davies does not want picture taken from inside her home.
4. Field Trip to Digby	
	<ul style="list-style-type: none"> Ten community members attended Light wind, sunny conditions in Digby Stopped and took photos 3.5km from project at road entrance Visited administrative building and met Kevin Rogers, site manager Group went inside a turbine and looked at turbine controls system Stood onsite amid turbines, took pictures and asked questions to Kevin and project team members Drove down Gulliver’s Cove Rd to get residences’ view of wind farm
5. Project Update – Environmental Assessment	
	<ul style="list-style-type: none"> Strum doing moose survey and have not found any signs of moose yet, four cameras have been placed at likely habitat locations, have seen deer and bobcats but no moose, cameras will be up until clearing and again post construction. Contact information of local hunters could be given to project team in order to ask hunters if they have seen moose. Concerns with moose habitat and turbines 23, 22, 29, 28. DNR believes this is a potential corridor for moose. Will need to do energy assessment on western portion before determining outcome of turbine movement. Pre-clearing surveys need to be conducted to determine location of nesting male birds. If nesting birds are found, then a plan will need to be put in place to mitigate impacts. Completed Environmental Protection Plan, except for details on final layout. Completed Mi’kmaw Ecological Knowledge Study, has been forwarded to Nova Scotia Environment.

	<p>Questions and Comments:</p> <ul style="list-style-type: none"> • What if you had to move turbines, what does that do to energy assessment, to what degree can you move, what percentage? What does 3-5% change do? Doesn't take much to affect viability of the project. • When does turbine achieve max power and when does it shut down? ACTION: SCPP • Could there be other locations that would give you the same amount of energy? If council increases setback, you will need to move. • CLC member mentioned that in the past a man named Nat Cooney lived where the project site is to be located – woman and child buried there. History of Leminster book talks about it. May find bones.
6. Card Lake Conservation Society Meeting	
	<ul style="list-style-type: none"> • Area of interest is area around turbines 34-31, Card Lake Conservation Society has requested of Minas Basin Pulp and Power that a buffer strip be left. • Minas will look into what can be done on that area to salvage the viewpoint. • CLC member asked about Card Lake's concerns of the project – a representative from the society used to sit on CLC but has stepped down when layout shifted westward.
7. Development Agreement Update	
	<p>Update from CLC members who attended the PAC meeting on January 21, 2013.</p> <ul style="list-style-type: none"> • PAC took recommendation from staff, presentations were sincere and heartfelt, valid concerns raised, good meeting, respectfully-run, planning report was confusing to read. • Dates for next public meetings as part of the Development Agreement process are February 11 and February 21. Mary-Frances Lynch will send out meeting details. ACTION: SCPP • UARB hearing Feb 20 9am, 7pm, advertised in newspaper. • Comments/concerns flowing from PAC meeting: <ul style="list-style-type: none"> ○ Role of CLC is to address concerns, get balanced view, bring speakers to CLC, help broader community to understand project and issues. ○ Aesthetics, health, property values are main issues – what is legitimate research vs. anecdotal, need to look at peer reviewed studies and educate oneself. ○ Neutral parties should come in and speak to CLC.
8. School program, project logo, project bulletin board, list of local skills	
	<ul style="list-style-type: none"> • School program: As per CLC member's idea, the project team will be meeting with students at New Ross Consolidated School on February 1 and Chester Area Middle School on Feb 8 to talk about renewable energy and to do an art project. Update to follow at next CLC meeting. • Project logo: Have narrowed down to two designers and their best logos, will pass around to CLC over email for commenting on preferences. ACTION: SCPP • Project bulletin board: Location has been scoped in Vaughan and additional location in New Ross needs to be determined. Will work with New Ross Regional Development Society on finding location in New Ross. • List of local skills: Project is compiling list, NRRDS has submitted list and Chester Chamber of Commerce will submit as well. If CLC members know of local skills/businesses, please provide

	information to Mary-Frances Lynch.
9. Future Topics	
	<ul style="list-style-type: none"> • Eco-tourism – skiing, Kaizer Meadow facility, promote area wind tours, put up info center, education for locals and tourists • Infrasound speaker • Real estate impacts • How accessible will site be once the project is operational? • Lighting – could a cone be put over lighting? • Discussion on size of turbines – are they meant for offshore or not?
10. Meeting close out	
	<ul style="list-style-type: none"> • Next Meeting after Development Agreement meetings • Mary-Frances Lynch to send around meeting invitation later
Minutes compiled by:	Mary-Frances Lynch
Please review Minutes for errors and omissions, and advise complier accordingly. NOTE: Closed items will be recorded for one additional meeting, and then removed.	



Field Trip to **DIGBY WIND PROJECT**

January 12, 2013

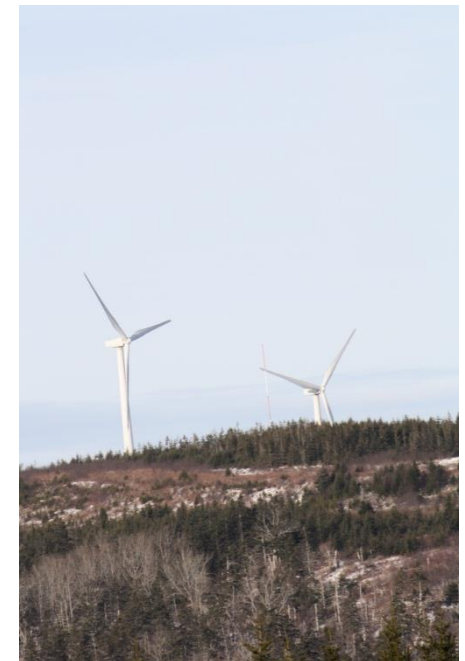
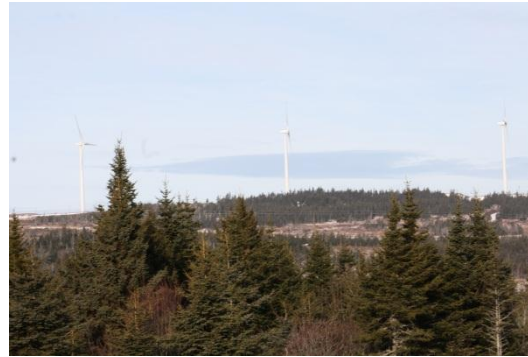


Wayne, our bus driver, stopped just off the Highway to the Digby Wind Project, so that we could stretch our legs and catch the view of the project from this location, while we waited for a couple who were driving down to join us.

View from the Site Entrance



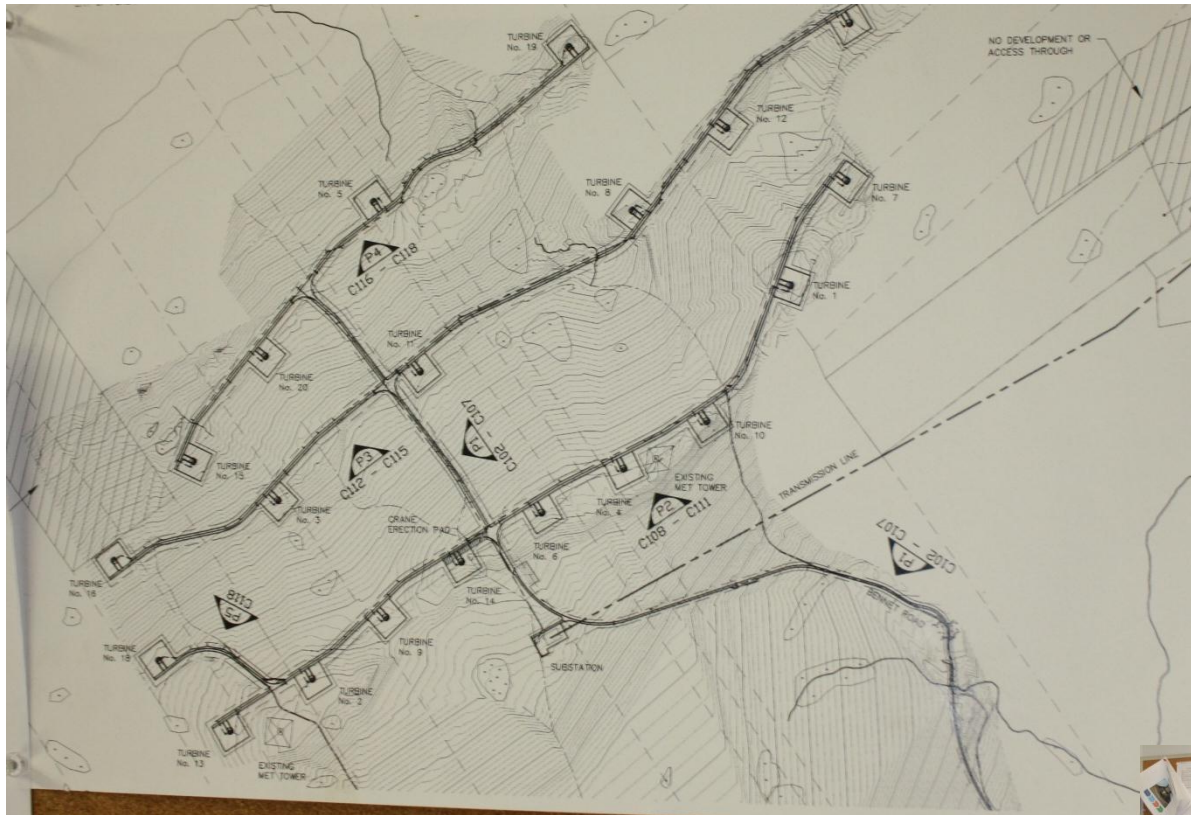
We had a beautiful, clear and sunny day!
But, no or hardly any wind!
From this location we are approximately 3.5 kilometers away.



The following are various pictures taken through the window of the bus as we made our way up the hill to the Administration Office.



Kevin Rogers, of NSP, was our tour guide for the day. He remarked: “ that the Digby Wind Project is a 30 megawatt project that provides enough energy to power 10,000 Nova Scotia homes and has the potential to reduce greenhouse gas emissions by more than 60,00 tonnes per year.”



The Digby Wind Project has 20 1.5MW GE Wind Turbines.

Safety is a top-priority on site and this was evident with the posting of the site layout and other emergency protocols should an incident occur. As visitors we were required to wear hard-hats during our tour.





To take a saying from the friendly-giant – “look way up!”

Each of these turbines is 80 metres high and are equipped with three 40 meter long blades.



Kevin explained that each laydown area is 80m x 70m, roughly the size of a soccer field. Underneath the entire job site is rock.

Dexter/ACL needed to complete blasting in order to build laydown areas, foundations, and road.

Kevin was showing everyone the computer system that monitors the turbines functions. The picture here shows the layout inside the nacelle, the large rectangular box behind the blades of the turbine. Through this particular view they can monitor all the operations of the turbine.



This is the nacelle. →





Not only can these turbines be monitored on site or at the Administration Office, but through fibreop connectivity they are also monitored by GE, the manufacturer, located in New York.



As there was little wind, Kevin noted that a clicking sound we were hearing, from within the turbine, was the gear box turning as the blades detected wind. These turbines can turn 360 degrees two and a half times before automatically resetting to the default setting.



Looking up from inside the turbine. When there is maintenance that needs to be done, it would take 15 minutes, after shutting down the turbine, to climb to the top.



Kevin, John and Mary-Frances were only too happy to answer any and all questions from everyone.



A side trip to Gulliver's Cove showed us the wind turbines from another perspective and on our way out of the Cove we stop to view a farm of EMUs.



**THANK YOU, ONCE
AGAIN, FOR
PROVIDING
ANOTHER FIELD
TRIP TO THE
DIGBY WIND
PROJECT!**



Meeting Agenda:

**Community Liaison Committee (CLC)
for the South Canoe Wind Project**

New Ross Family Resource Centre
Hwy 12
Monday April 8, 2013
6pm – 8pm

Chair: John Woods

Minutes Recorder: Mary-Frances Lynch

Agenda Items

Topic	Presenter	Time
1. Adoption of Meeting Agenda	John Woods	6:00 – 6:05
2. Review of January Meeting Minutes and Outstanding Action Items	John Woods	6:05 – 6:20
3. Project update: <ul style="list-style-type: none">a. Development Agreementb. EA studies updatec. Project scheduled. Layoute. School sessionsf. Project bulletin board	John Woods, Chris Peters, Sean Brennan, Mary-Frances Lynch	6:20 – 6:45
4. CLC Brainstorming: <ul style="list-style-type: none">a. Review CLC mandate and membershipb. Community project sponsorship – ideas and processc. April 29th public meeting, New Ross Fire Hall, 6-8pm	CLC	6:45 – 7:45
5. Round table discussion of future topics	CLC	7:45 – 7:55
6. Meeting close out	John Woods	7:55 – 8:00

Misc. Information

Notes: Light refreshments to be provided.



PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan	
Project Name:	South Canoe Wind Project			
Purpose of Meeting:	Regular Community Liaison Committee Meeting			
Location:	New Ross Family Resource Centre	Date	April 8, 2013	
Attendance	Representation		Present	Regrets
CLC Members				
Ryan Cameron	Property Owner		X	
Megan Davies	Local Resident		X	
Sydney Dumaresq	Friends of Nature			X
Debbie Innes	Local Resident			X
Janis Kinnie	Cottage Owner		X	
Buzz Smith	Local Resident		X	
Ben Wiper	Chester Chamber of Commerce		X	
Kerry Keddy	Local Resident		X	
Judy O'Leary	Cottage Owner		X	
Eric Christmas	Mi'kmaq Rights Initiative			X
Janice Mitchell	Cottage Owner			X
Emery Peters	Cottage Owner		X	
Rick Cecchetto	Oxford Frozen Foods			X
Stephanie Walsh	Nova Scotia Power			X
Chris Peters	Minas Basin Pulp and Power		X	
John Woods	Minas Basin Pulp and Power		X	
Guests				
Steve Porter	Resident		X	
Tina Connors	Councillor		X	
Marsha Yeaton	Resident		X	
George Broome	Resident		X	
Dave McCall	Resident		X	
Diane Webber	Resident		X	
Debbie Reeves	Resident		X	
Mike Keddy	Resident		X	
Larry Keddy	Resident		X	
Dave Campbell	Cottager		X	
Janet Larder	Resident		X	
Danielle Baker	Resident		X	
Susan Larder	Resident		X	
Sean Brennan	South Canoe Wind Farm Project Manager		X	
1. Adoption of Meeting Agenda				
	Chair suggested that item #4 be moved to #3. Agenda change adopted.			
2. Review Meeting Minutes from January 2013				

	<p>Motion by Kerry Keddy, seconded by Judy O’Leary, January meeting minutes approved.</p> <p>Review of outstanding action items:</p> <ol style="list-style-type: none"> 1. Request that school board be contacted to better understand the school bus routes in order to make sure route is not disrupted by turbine transportation. Contact has been made with the South Shore and Annapolis Valley Regional School Boards. Maps will be sent to Acciona. 2. Ask Acciona about their experience with ice throw at Lameque and experience with blade throw. Lameque has no experience of ice throw but has shut down operation of turbines during icing conditions. Acciona has not had an experience of blade throw. 3. Send CLC the table of turbines and their distances to homes. Completed. 4. When does turbine achieve max power and when does it shut down? Turbine operation cuts in when wind reaches 3 m/s, maximum power is achieved when the wind is at 13m/s and turbines will cut out at 25 m/s. 5. Send out dates for Development Agreement public meetings. Completed. 6. Send CLC potential project logos for their review and comment. Completed.
<h3>3. CLC Brainstorming</h3>	
	<p>a. Review CLC mandate and membership</p> <p>Discussion on CLC mandate, operations and guidelines document</p> <ul style="list-style-type: none"> • Incorporate language from Environmental Assessment conditions into CLC Guidelines Document – ie. information on First Nations and Municipal representation on CLC, duration and release of CLC. • CLC should be co-chaired by community member, not only project developer. More inclusive, representative, and inviting if a member of the community is co-chair. Having a co-chair will change the perception of the CLC in the community. • Who was the CLC chair on the Digby Wind Farm? Melissa Haley (former chair of South Canoe CLC before she left for maternity leave) was the chair at Digby. • The CLC should have more representation from the immediate area. Priority should be given to people living within 15 minutes of the project site. • Reference to February 27, 2012 meeting where Melissa Haley (NSPI employee) was appointed as the point of contact for the committee, she became a default chair. • CLC member pointed to section of Nova Scotia Environment’s “Guide for the Formation and Operation of a Community Liaison Committee” that outlines the proponent’s role on the CLC. Notably, the proponent will solicit CLC membership, attend all meetings, can appoint chair or co-chairs, share project information, etc. The document can be found here: http://www.naturalforces.ca/userfiles/hillside/CLC_documents/CLC_Guide_2010.pdf • CLC will need to be more effective going forward. • Looking at guidelines, it is believed that the CLC has fulfilled its mandate; however, guidelines can be revised as time goes on. • Subcommittees should be formed for particular topics. <p>Are there particular groups that should be represented on the CLC? What kind of person should join the CLC?</p> <ul style="list-style-type: none"> • Pennal Reserve, First Nations • Mostly from New Ross area

- New Ross Regional Development Society
- Cottage groups
- A list should be compiled of all community groups, cottage associations and local residents
- Currently about 30% representation from local area
- Members who have not been attending meetings should be asked to step down from the CLC so their spots can be filled by more local, interested members.
- Should members from West Hants step down? No.
- Scope of project is far bigger than immediate community, suggestion to add someone from Halifax to encourage tourism and awareness.
- Suggestion that a Kings County representative be added to the CLC.
- Concern that CLC should not be led by small and vocal group opposed to the project.
- New member should be positive and should not try and slow the project down.
- CLC members should be diverse and have different talents, should not only include local residents.
- Need to represent environmental concerns.
- Invite Council member/Municipal staff and Nova Scotia Environment representative to serve as ex-officio members.
- CLC members should be able to communicate and have a good network of contacts.
- New member should be active in the community and interested in the project, perhaps someone who attended open houses in February 2012.
- Anyone who shows interest in the committee should be considered.

How many new members should be added?

- Add 2-3 new members from area and have them liaise closely with local area.
- Maximum 5 more people, need an odd number.
- CLC has ample local representation and meetings are open to the public.
- Should consider how people who are sitting in the gallery can become involved.
- How can others join the CLC, will there be a signup sheet?
- Could expand CLC to 19 members if Roberts Rules are enforced.
- 50% - 1 from local for composition.
- Odd number of people, 15 people, 19 members is too much.
- Numbers are not important, should focus on getting proper composition of CLC.
- Large number does not work, smaller the better.
- Present number of members (12 community members) is fine.

Comments from general public in the gallery

- Survey showed that people don't know about project - CLC needs to communicate better with the community.
- Would like to see Complaint Resolution Plan.
- Concern that CLC is not representative of the local community and that particular CLC members have insulted the community members. Need to move forward in a positive way and show more respect for the community.
- South Canoe still has potential to be a shining project.
- Suggestion that new members should not come from those in attendance today, but rather host a meeting to appoint new members and allow the community to weigh in on criteria for new members – could do this on April 29th.

- Community members in attendance can help spread the word.
- Communications need to improve, New Ross Flyer is main way to communicate, next deadline to submit an ad to the Flyer is April 17.
- Should ask community how many people they want to add to the CLC.
- Cottagers are important part of the community and should continue to be represented.
- Recruit new CLC members similar to a job posting, could hold interviews for position on CLC.
- Supportive of co-chair, this is done in Government.
- Supportive of 50% -1 representation from community.
- Should enforce rules on membership and missed meeting.
- Supportive of Municipal and Province ex-officio members.

b. Discussion on community project sponsorship

Review draft process diagram and sponsorship guidelines document.

- Step 1 - Call for Proposals
 - How to spread the word?
 - New Ross Flyer
 - Bulletin board
 - Posters in community, ie. at local businesses
 - Send to locals newspapers
 - Direct mailout to community members
 - Internet is not good way
 - At April 29th meeting
- Suggestion that CLC should look at provincial tendering process to inform how best to determine process. Concern that this may be too formal.
- Sean Brennan, Project Manager, suggested that the project team would like to sponsor some projects quickly and refine process afterwards.
- Suggestion that subcommittee could define criteria and process.
- Need to go out to community and solicit ideas.
- This presents an opportunity to bring new business and branding to the region, could have a community centre for tourism, spinoffs to local businesses will be ongoing and may be more sustainable than providing cash donations to certain groups.
- Suggestion that criteria should be weighted – ie. project location (high priority), project type, etc. – should have a scoresheet.
- The discussion of project sponsorship will continue at next meeting.

c. April 29th public meeting

- Meeting details - April 29, 6-8pm, New Ross Fire Hall
- CLC encouraged to attend and meet other community members.
- Suggestion that project team send out another reminder of April 29th meeting.
- Put up posters in community at local businesses, community members willing to help distribute posters

4. Project Update

a. Development Agreement

- Project received Council approval on Development Agreement on March 14.
- There are two appeals on Council's decision before the Utility and Review Board – appeals filed by the Friends of South Canoe Lake and Homburg (owners of Sherwood Golf Course).

b. EA studies update

- The EA Conditions are being met and the Environmental Protection Plan has been approved by Nova Scotia Environment. Wildlife monitoring ongoing and cameras will remain on site.
- CLC mentioned hearing about baby moose sighting. Encouraged to send information to Mary-Frances Lynch and to the Department of Natural Resources.

c. Project schedule

- UARB is still deliberating on NSPI's capital portion of the project.
- Appeals for Development Agreement are before the UARB. Project team is reviewing project milestones to determine what can be done in the interim.
- Project team is still working on engineering design work with Genivar from Dartmouth.

d. Layout

- Handed out layout approved as part of the Development Agreement.
- Two new landowners have been added to layout, a total of three turbines will be placed on their properties.
- The main reason for moving turbines is for wildlife corridor that was identified by the Department of Natural Resources.
- Question from CLC member asking if incorporating additional land owners changes the project ownership breakdown? Sean Brennan informed that new landowners do not change the project ownership – NSPI will still own 17 turbines, MBPP will own 4 turbines and Oxford will own 13 turbines. The ownership of exact turbines has not yet been finalized.

e. School sessions

- Presentations were delivered to grade 5/6 at NRCS and Life Skills Class at CAMS.
- Spoke to students about wind power and what goes into developing a project.
- Students participated in an art project and made their own wind turbines and wind farm.
- Launched a turbine naming competition and will reveal the winners in the next couple months.
- A big thank you to CLC member Ryan Cameron for spearheading this initiative.

f. Project bulletin board

- Have scoped out two locations – near Legion in New Ross and Lakeside Variety in Vaughan.
- Suggestion that bulletin board be placed on main intersection in New Ross.
- Tina Connors explained that the New Ross Regional Development Society forwarded request to the Legion and they have shown interest in hosting the bulletin board.
- Plan is to have the boards built in the next six weeks.

5. Round Table

Suggested new topics to be discussed:

- Complaint Resolution Plan – need a filtering process in complaint resolution plan
- How to incorporate general community's concerns/issues on the agenda?
 - Idea of having 10-15 minute open session from public during the CLC meeting

6. Meeting Close Out	
	Meeting adjourned, 8:20pm
Minutes compiled by:	Mary-Frances Lynch
<p>Please review Minutes for errors and omissions, and advise complier accordingly.</p> <p>NOTE: Closed items will be recorded for one additional meeting, and then removed.</p>	



Meeting Agenda:

**Community Liaison Committee (CLC)
for the South Canoe Wind Project**

New Ross Fire Hall
Hwy 12
Monday June 17, 2013
6pm – 8pm

Chair: John Woods

Minutes Recorder: Mary-Frances Lynch

Agenda Items

Topic	Presenter	Time
1. Adoption of Meeting Agenda	John Woods	6:00 – 6:05
2. Review of April Meeting Minutes and Outstanding Action Items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Welcome new CLC members	John Woods	6:20 – 6:30
4. CLC Guidelines Review	CLC	6:30 – 6:45
5. Brainstorming – Community Project Sponsorship	CLC	6:45 – 7:30
6. Project update: <ul style="list-style-type: none">a. Development Agreementb. Project schedulec. Monthly Newsletters	John Woods, Mary-Frances Lynch	7:30 – 7:45
7. Round table discussion of future topics	CLC	7:45 – 7:55
8. Meeting close out	John Woods	7:55 – 8:00

Misc. Information

Notes: Light refreshments to be provided.





PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan	
Project Name:	South Canoe Wind Project			
Purpose of Meeting:	Regular Community Liaison Committee Meeting			
Location:	New Ross Fire Hall	Date	June 17, 2013	
Attendance	Role		Present	Regrets
CLC Members				
Megan Davies	Local Resident		X	
Debbie Innes	Local Resident		X	
Janis Kinnie	Cottage Owner, Zwicker Lake		X	
Buzz Smith	Local Resident		X	
Ben Wiper	Chester Municipal Chamber of Commerce		X	
Kerry Keddy	Chester Municipal Chamber of Commerce		X	
Judy O’Leary	Cottage Owner, Lake Lewis		X	
Eric Christmas	Mi’kmaq Rights Initiative			
Emery Peters	Cottage Owner, Clearwater Lot Owners Association			X
Dave Campbell	Local Resident, Maritime Parklands			X
George Robson	Local Resident		X	
Bob Hutt	Local Resident		X	
Debbie Reeves	Local Resident		X	
Merlin Gates	Local Resident		X	
Tina Connors	Local Resident, Municipal Councillor		X	
Rick Cecchetto	Oxford Frozen Foods			X
Stephanie Walsh	Nova Scotia Power		X	
John Woods	Minas Basin Pulp and Power		X	
1. Adoption of Meeting Agenda				
	Agenda adopted			
2. Review Meeting Minutes from April 2013				
	April Meeting Minutes approval moved by Ben Wiper, seconded by Janis Kinnie.			
3. Welcome new CLC members				
	<p>New Members:</p> <ul style="list-style-type: none">• Dave Campbell – Maritime Parklands/Lake Lewis, absent• George Robson – Leminster Resident, mechanical engineer, lived in area for several years• Bob Hutt – New Ross Resident, ex-producer CBC, retired to New Ross, involved in NRRDS and other committees• Merlin Gates – New Ross Resident, born in New Ross, retired principal/guidance councillor, treasurer of NRRDS, Board of Directors of New Ross Credit Union• Debbie Reeves – New Ross Resident, accountant and forester, former sawmill, Lunenburg Community Health Board (representative from New Ross), involved with forestry organizations• Tina Connors – New Ross Councillor, community economic development, forestry background <p>Revamped CLC to increase representation from local area.</p>			

	Thank you to current and new CLC – South Canoe Wind Farm sweater handout.
4. CLC Guidelines Review	
	<p>Comments and Suggested Edits to CLC Guidelines:</p> <ul style="list-style-type: none"> • Decision-making will be made by consensus – to be changed in Guidelines. ACTION: SCPP • List of members – change to “Chester <u>Municipal</u> Chamber of Commerce”. ACTION: SCPP • Where to post meeting minutes – recommendation that summary of CLC meetings be included in New Ross Flyer. ACTION: SCPP • Co-chair will not be put in place at this point in time. • Reword “Development Team will hold veto powers”, should be related to business items only. ACTION: SCPP • Quorum of 8 (half of 14 +1), change in Guidelines. ACTION: SCPP • Web-conferencing available for inclement weather, to be provided by Debbie Innes.
5. Brainstorming – Community Project Sponsorship	
	<p>Brainstorming Items:</p> <ul style="list-style-type: none"> • \$200,000 fund for community projects • Mary-Frances Lynch would receive applications and would forward on to CLC members. • Project partners need to be socially responsible and invested in the community for several years to come. • \$200,000 fund could grow if it is successful in the beginning, amount could be revised later. • Funding to be spread over how long of a time period? Project Team envisioned spending funds sooner rather than later but had not determined set period. • Fund should assist the community in obtaining their goals • Suggestion that project sponsorship funding amount be tied to wind farm revenues • Emphasis on economic spinoffs in the form of tourism and economic development – not all benefits are tied to sponsorship funding • Project partners should consider their long term vision and commitment to the community • What are Minas and Oxford doing in their communities already? Minas provides support for Hantsport. • Subcommittee to be formed to focus on project sponsorship criteria and process • Number of people on subcommittee? Six was deemed a good number. • Members of sub-committee – <i>Bob Hutt (Chair) (New Ross), Megan Davies (New Ross), Merlin Gates (New Ross), Debbie Reeves (New Ross), Janis Kinnie (Vaughan), Kerry Keddy (Chester)</i> • Community groups are already speaking to one-another about how each can benefit • Projects should range from small to large amounts of funding, should not discount smaller projects.

	<ul style="list-style-type: none"> • If someone was experiencing a negative impact from the project, would the sponsorship funding, administered by the CLC, be allowed to support that? CLC will decide on funding areas; however, if a resident were negatively impacted by the project, project team would work to resolve the issue – this would not be the responsibility of the CLC nor would impact the funding set aside for community project sponsorship. • Nova Scotia Environment has jurisdiction on health/environmental issues and have stipulated that a complaint resolution plan be established. • CLC's role in complaint resolution could be included in CLC Guidelines and should be discussed at next meeting. ACTION: SCPP • Suggestion that "Emergency Relief" funding could be administered to Fire Hall if this type of funding was deemed important - CLC does not want to be tied to liability. • Thought should be given to projects coming from outside the immediate project area – how will projects from Chester village be considered? • There should be evaluation criteria/scoring for project selection • Subcommittee would evaluate and recommend projects to whole CLC • Projects would be vetted through three checks – 1) CLC sub-committee, 2) whole CLC, 3) developer's steering team • Funding rounds could be capped at a specific dollar amount • When is the deadline for the first round? • Suggested that funding amounts be phased and equally divided in each round (ie. quarterly rounds), rounds could have specific criteria, community would be aware of upcoming rounds. • What are lessons learned from project sponsorship in Digby, what would they change? To share with sub-committee – ACTION: SCPP • Sub-committee will develop guidelines and criteria and will bring back to larger group to discuss at next CLC meeting. ACTION: CLC Sub-Committee • Sub-committee members to be listed in CLC Guidelines. ACTION: SCPP • Suggestion that Developer's Steering Team member names be sent to CLC. ACTION: SCPP • Meeting for sub-committee – Wed June 26, Family Resource Centre (Bob to book), 7pm, proponent not to attend. ACTION: CLC Sub-Committee
6. Project update	
	<p>a) Development Agreement</p> <ul style="list-style-type: none"> • Hearing was held in New Ross, May 30 to June 5 • UARB has 60 days to deliberate – decision to come by first week of August • Suggested by CLC that there should be a "sod-turning" event, bring people to the site early on to see what is happening, CLC to discuss at later date. ACTION: CLC <p>b) Project Schedule</p> <ul style="list-style-type: none"> • Awaiting UARB ruling on Development Agreement Appeal • Engineering design currently on-going • Construction could begin late summer <p>c) Monthly Newsletters</p> <ul style="list-style-type: none"> • Look for monthly newsletter and feel free to share with others • If you have ideas for topics or pictures to be put in newsletter, please send to Mary-Frances Lynch

	<p>d) Work & Training Opportunity on Wind Farm</p> <ul style="list-style-type: none"> • Ironing out details on a work opportunity for a local resident where they would work full time on the project as a turbine commissioner and technical advisor. • Would need to take a turbine technician training course at Holland College in Summerside PEI. • 10 month training course would start in September 2013. • Tuition would be covered by the project team, other costs covered by the applicant. • Suggestion by CLC that it should be emphasized that opportunity is open to anyone, regardless of age. • Mary-Frances to send write-up of position to CLC once finalized. ACTION: SCPP • Federal and Provincial funding for candidate needs to be researched, could cover costs associated with books, accommodations, etc. – CLC members will look into and share info with Mary-Frances Lynch. ACTION: CLC • Preference will be given to local candidates.
7. Round table discussion of future topics	
	<ul style="list-style-type: none"> • Complaint Resolution Plan • “Sod Turning” Event • Transportation Plan
8. Meeting Close Out	
	<p>Next Meeting Date: August 12, 2013, 6-8pm (will try and book in Vaughan, Mary-Frances will notify)</p> <p>Meeting adjourned, 8:10pm</p>
Minutes compiled by:	Mary-Frances Lynch
<p>Please review Minutes for errors and omissions, and advise complier accordingly.</p> <p>NOTE: Closed items will be recorded for one additional meeting, and then removed.</p>	



Meeting Agenda:

**Community Liaison Committee (CLC)
for the South Canoe Wind Project**

Vaughan Community Hall
1015 Hwy 14
Monday August 12, 2013
6pm – 8pm

Chair: John Woods

Minutes Recorder: Mary-Frances Lynch

Agenda Items

Topic	Presenter	Time
1. Adoption of meeting agenda	John Woods	6:00 – 6:05
2. Review of June meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Project update and wind turbine technician training opportunity	Sean Brennan	6:20 – 6:40
4. Sponsorship sub-committee recommendations on selection process	CLC	6:40 – 7:30
5. Review of Complaint Resolution Plan	CLC	7:30 – 7:45
6. Round table discussion of future topics	CLC	7:45 – 7:55
7. Meeting close out	John Woods	7:55 – 8:00

Misc. Information

Notes: Light refreshments to be provided.





PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan	
Project Name:	South Canoe Wind Project			
Purpose of Meeting:	Regular Community Liaison Committee Meeting			
Location:	Vaughan Community Hall	Date	August 12, 2013	
Attendance	Role		Present	Regrets
CLC Members				
Megan Davies	Local Resident			X
Debbie Innes	Local Resident		X	
Janis Kinnie	Cottage Owner, Zwicker Lake		X	
Buzz Smith	Local Resident			X
Ben Wiper	Chester Municipal Chamber of Commerce			X
Kerry Keddy	Chester Municipal Chamber of Commerce		X	
Judy O'Leary	Cottage Owner, Lake Lewis			X
Eric Christmas	Mi'kmaq Rights Initiative		X	
Dave Campbell	Local Resident, Maritime Parklands		X	
George Robson	Local Resident		X	
Bob Hutt	Local Resident		X	
Debbie Reeves	Local Resident		X	
Merlin Gates	Local Resident		X	
Tina Connors	Local Resident, Municipal Councillor		X	
Sharon Church-Cornelius	Local Resident, Municipal Councillor		X	
Rick Cecchetto	Steering Team Lead, South Canoe Wind			X
Mary Frances Lynch	Community Relations Manager, South Canoe Wind			
Stephanie Walsh	Environmental Specialist, South Canoe Wind		X	
John Woods	Executive Sponsor, South Canoe Wind		X	
Guests				
Jo Ann Grant	Chester Municipal Chamber of Commerce		X	
Rod Badcock	Fusion Intel Inc.		X	
Sean Brennan	Project Manager, South Canoe Wind		X	
Trevor Hennigar	Project Engineer, South Canoe Wind		X	
1. Adoption of meeting agenda				
	Agenda adopted, moved by Kerry Keddy, seconded by Debbie Innes.			
2. Review of June meeting minutes and action items				
	Introduction of new members: <ul style="list-style-type: none">Dave Campbell – Permanent resident on Lake Lewis, Maritime Parklands representativeSharon Church-Cornelius – Chester Municipal Councillor, Sherwood area representative June Meeting Minutes approved, moved by Merlin Gates, seconded by Kerry Keddy. Review of outstanding action items: Changes made to CLC Guidelines:			

	<ol style="list-style-type: none"> 1. Decision-making will be made by consensus. Complete. 2. List of members – change affiliation to “Chester <u>Municipal</u> Chamber of Commerce”. Complete. 3. Recommendation that summary of CLC meetings be included in New Ross Flyer. Complete. 4. Reword “Development Team will hold veto powers”, related to business items only. Complete. 5. Change quorum to eight members. Complete. 6. CLC’s role in complaint resolution to be discussed and potentially included in Guidelines. Leave as ACTION ITEM <p>Sponsorship Action Items:</p> <ol style="list-style-type: none"> 1. What are lessons learned from project sponsorship in Digby, what would they change? Consultation with the community on project sponsorship did not take place at Digby. South Canoe’s experience is more extensive and community-based. 2. Sub-committee will develop guidelines and criteria and will bring back to larger group to discuss at next CLC meeting. Complete. 3. Sponsorship sub-committee members to be listed in CLC Guidelines. Complete. 4. Suggestion that Developer’s Steering Team member names be sent to CLC. Members of the Steering Team include: Aaron Long (Minas), Rick Cecchetto (Oxford), David Hoffman(Oxford), Kris Chahley (NSPI), Dave McGregor (NSPI) 5. Meeting for sub-committee – Wed June 26, Family Resource Centre, 7pm.Complete. <p>Other:</p> <ol style="list-style-type: none"> 1. Suggested by CLC that there should be a “sod-turning” event, bring people to the site early on to see what is happening, CLC to discuss at later date. Leave as ACTION ITEM 2. Mary-Frances to send write-up of position to CLC once finalized. Complete. 3. Federal and Provincial funding for candidate to be researched, could cover costs associated with books, accommodations, etc. – CLC members will research and share info. Complete.
3. Project Update and Wind Turbine Technician Training Opportunity	
	<p>Project Update:</p> <p>Engineering Scope – Engineering studies have been ongoing throughout the summer. Genivar will complete 100% road design package by mid-September. Collection system (system that brings electricity from wind turbines to substation) design is 50% complete. The type of foundation and design will be finalized over the coming months. Geotechnical investigation results have helped guide the options the project is considering for type of foundation.</p> <p>Transmission Line – Two interconnection requests have been sent to the Nova Scotia Power System Operator. The transmission line will be approximately 17km long and land easement agreements with land owners are currently being negotiated. South Canoe Wind will share transmission line route once all agreements are signed.</p> <p>Municipal Development Agreement Appeal – Awaiting a decision from the UARB. Site visit by UARB Chair scheduled for August 13.</p> <p>NSPI Capital Work Order Appeal – The UARB have approved NSPI’s capital work order for the South Canoe Wind Project; however, this decision has been appealed to the Court of Appeals by Cape Breton Exploration. A hearing has been set for November 27, 2013. Construction will not begin on the site until all appeals are resolved.</p> <p>Questions on project update:</p> <ul style="list-style-type: none"> • How wide of a corridor will be used for the transmission line? A 30m corridor will be cleared. • Where will the transmission line be located? The line will head east then north from the project site. The proposed route will not cross the Hwy 14. A route map will be shared once all

	<p>landowners have signed agreements.</p> <ul style="list-style-type: none"> • Will there be data to show how energy is consumed in the immediate project area? Inquiry to be made with System Operator. Long term ACTION: SCPP • Are there penalties to be paid to the government if you can't meet your operation deadline? The project team is currently reviewing the timeline and plan to build the project as soon as possible. Other projects have been built within a year construction period. • Are you expecting a positive outcome of the appeals? Yes we are confident of positive outcomes of the appeals and will remain respectful of the process. • When will you receive a decision from the UARB on the Development Agreement appeal? We have not received any indication from the UARB as to when the decision will be given. • Suggestion that project update slides be posted on website. ACTION: SCPP <p>Wind Turbine Technician Program</p> <p>Eighteen candidates submitted resumes. The list was narrowed down to four candidates and interviews were held with the project team and Acciona. We have selected George Robson as the successful candidate for the training and work on the site. He is a resident of Leminster and lives near the project site on the New Ross Rd.</p>
4. Sponsorship sub-committee recommendations on selection process	
	<p>Sub-committee recommendations:</p> <ol style="list-style-type: none"> 1) Funding should fit within strategic plan for New Ross. 2) Two tiers of funding – more than \$1000, less than \$1000. 3) Two deadlines for larger amounts of funding (January and July) which allow for turnaround before end of fiscal year in March and by early Fall. Larger funding requests to be approved by CLC and Steering Team. Smaller funding requests to be accepted quarterly to facilitate quicker turnaround, sub-committee to make decision on these requests. 4) Will need to advertise program widely when launched. 5) The CLC is cognizant of conflict of interest – if members belong to an organization asking for money, they should make it known. 6) Merit Award Funding – annual funding for scholarships for anyone for any type of training. 7) Micro Loan Funding – for example funding available for those wishing to start small business or entrepreneurship. Loans would be guaranteed within the New Ross Credit Union. Sponsorship Fund would guarantee 90% of the funds and Credit Union would guarantee the remaining 10%. The Credit Union supports this idea and would work with Developers to sort out terms of the program. This type of program does not exist in the area and would help people establish good credit. This fund could become a legacy program – money would be continually replenished. Question - How much money did the sub-committee envision for this fund? \$20,000-\$25,000. Could run the fund for 5 years and see if there is interest in the program before continuing. 8) Long term funding as a social responsibility – for example, Scotian Wind Fields model where 1% of annual gross revenue from project in the form of a community dividend. <p>CLC Discussion of Recommendations:</p> <ul style="list-style-type: none"> • Is this one-time funding or will more be given later? Start with \$200,000, see if it is successful. • CLC wants to work with the project's Steering Committee on longer term funding. A twenty-year project requires a longer term vision – ie. micro loan funding could be part of that vision. • Will the sub-committee portion off a larger piece of funding for larger projects? The committee will likely take projects as they come before pre-determining separate pots. • Will there be a cap on funding for individual projects? To be discussed. • Will the sub-committee be run by volunteers or should there be a budget set aside for

	<p>administering the fund?</p> <ul style="list-style-type: none"> For consideration – add Sherwood and Windsor Rd communities to the funding area. MOTION moved by Sharon Church Cornelius, seconded by George Robson, not voted upon, to be discussed by sub-committee and at next meeting. Geographic boundary for funding was taken off the website, CLC will take another look at geography of funding. Suggestion that a radius be considered instead of communities. Funding could be open to entire municipality and not only those closest to project. Those most affected by project should receive funding. The visual layout/presentation of the recommendations document needs some improvement before shared with Steering Team. Debbie Innes volunteered to help with this. “Recognized not for profit” wording clarification – the sub-committee did not want to tie funding to “registered” not-for-profits only. Suggestion that the CLC and sub-committee take time to review recommendations before sending to Steering Team. Need to first establish parameters of funding pots (amount for <than \$1000, >than \$1000), funding caps, and develop a plan for how money would ideally be spent. Could ask other contractors on project if they wish to contribute to the sponsorship fund as a means for promoting long-lasting benefit. CLC would like feedback from Steering Team first before next sub-committee meeting. Sean Brennan to raise recommendations to Steering Team. ACTION ITEM: SCPP Motion to approve recommendations by Debbie Reeves, motion removed by Debbie, CLC decided that there is still more discussion to be had on the topic. <p>Next Steps:</p> <ul style="list-style-type: none"> Before next CLC and sub-committee meeting, will let Steering Team know that recommendations are being compiled and receive some initial feedback. CLC members to think more about recommendations over next two weeks and provide written feedback to Mary-Frances. She will compile feedback and send to sub-committee. CLC will further discuss the recommendations at next CLC meeting. A final draft will then be sent to the Steering Team for their review and approval.
5. Review of Complaint Resolution Plan	
	To be discussed at next meeting.
6. Round table discussion of future topics	
	Several outstanding items for upcoming agenda – ie. sponsorship funding , complaint resolution plan.
7. Meeting close out	
	Meeting close: 8:20pm. Next Meeting: October 21st, 6-8pm, New Ross Family Resource Centre
Minutes compiled by:	Mary-Frances Lynch
<p>Please review Minutes for errors and omissions, and advise compiler accordingly.</p> <p>NOTE: Closed items will be recorded for one additional meeting, and then removed.</p>	



August 12, 2013 – CLC Meeting

SOUTH CANOE WIND PROJECT UPDATE





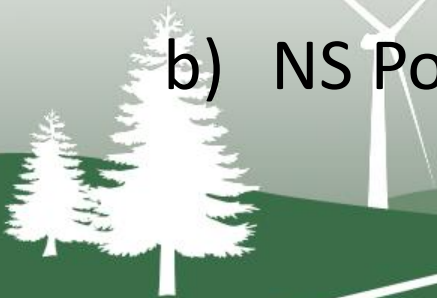
UPDATES

1. Project Update

- a) Project Overview
- b) Engineering Scope
- c) Transmission Line

2. Project Appeals

- a) Municipal Development Agreement
- b) NS Power Capital Work Order





Engineering Scope

1. Roads Design Package (Approx. 30km)

- 75% Engineering Design Complete
 - General Routing/Quantities/Profiles Established
- 100% Package due mid- September

2. Collection System Design (Approx. 30km)

- 50% Engineering Design Complete
 - Collection System Routing
 - Conductor Sizing
 - Locations of Padmount Transformers/Substations

3. Foundation Design

- Value Engineering Exercise to determine type of Foundation

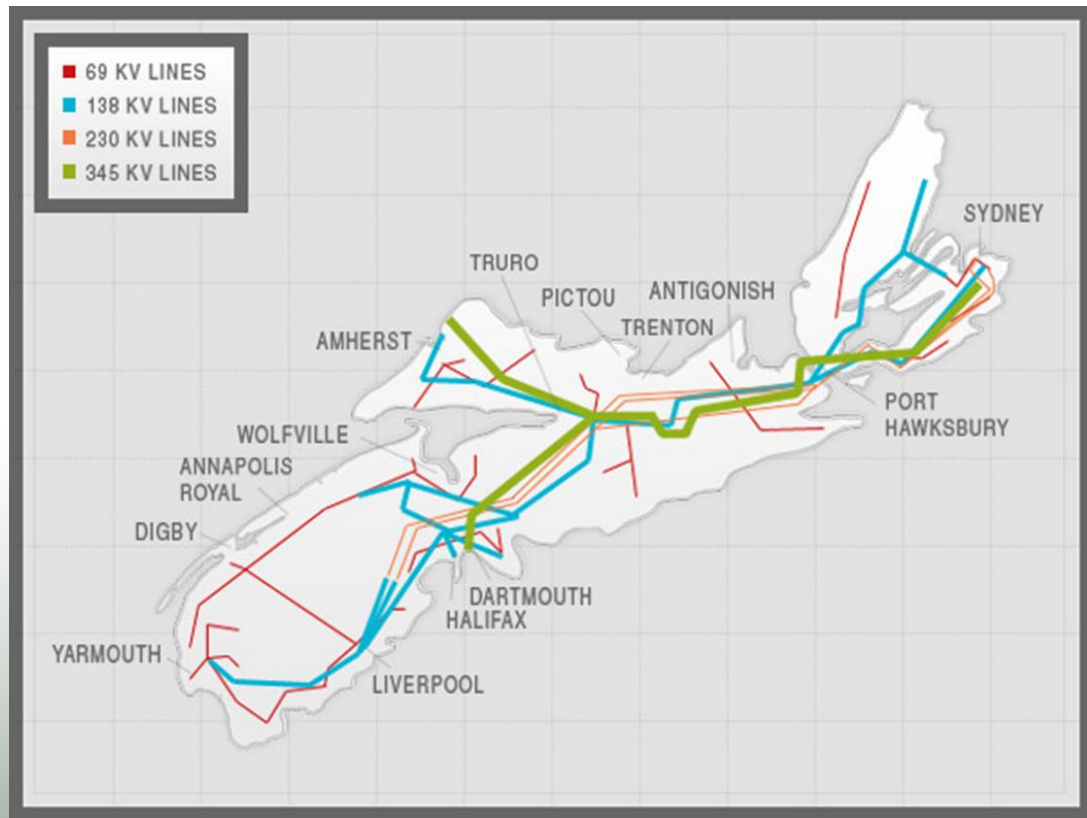




Transmission Line

Finalizing the Route

- Approximately 17km
- Environmental Studies being completed now (birds, wildlife, wetlands, archeology)





Project Overview

Site Development

Environmental Studies, Metrological Data Collection, Geotechnical Investigation, Project Approvals



Engineering

Roads, Collection System, Foundations, System Operator Studies, Substation, Transmission Line



Construction

Land Clearing, Roads, Collection System, Foundations, Wind Turbine Erection, Substation, Transmission Line, System Upgrades



Commissioning

Wind Turbines, Collection System, Substation, Transmission Line



Commercial Operation (COD)





Ongoing Regulatory Appeals Process

- Utility and Review Board Municipal Development Agreement Appeal
 - Two ongoing appeals
 - UARB decision expected by August 5, 2013
- Utility and Review Board Capital Work Order appeal
 - Hearing scheduled for November 27, 2013





Meeting Agenda:

**Community Liaison Committee (CLC)
for the South Canoe Wind Project**

New Ross Family Resource Centre
Monday October 21, 2013
6pm – 8pm

Chair: John Woods

Minutes Recorder: Mary-Frances Lynch

Agenda Items

Topic	Presenter	Time
1. Adoption of meeting agenda	John Woods	6:00 – 6:05
2. Review of August meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Project Update: a) UARB decision b) Ongoing appeal with Court of Appeals c) Engineering – roads engineering, geotechnical, foundations design, collection and substation design d) George Robson – Wind Turbine Tech training update	Sean Brennan, Mary-Frances Lynch	6:20 – 6:40
4. Sponsorship Sub-Committee Update a) Credit Union Micro-Loan program b) Sponsorship Guidelines	CLC	6:40 – 7:15
5. Review of Complaint Resolution Plan	CLC	7:15 – 7:45
6. Round table discussion of future topics	CLC	7:45 – 7:55
7. Meeting close out	John Woods	7:55 – 8:00

Misc. Information

Notes: Light refreshments to be provided.





PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan	
Project Name:	South Canoe Wind Project			
Purpose of Meeting:	Regular Community Liaison Committee Meeting			
Location:	New Ross Family Resource Centre	Date	October 21, 2013	
Attendance	Role		Present	Regrets
CLC Members				
Megan Davies	Local Resident			X
Debbie Innes	Local Resident		X	
Janis Kinnie	Cottage Owner, Zwicker Lake		X	
Buzz Smith	Local Resident		X	
Ben Wiper	Chester Municipal Chamber of Commerce		X	
Kerry Keddy	Chester Municipal Chamber of Commerce		X	
Eric Christmas	Mi'kmaq Rights Initiative			X
Dave Campbell	Local Resident, Maritime Parklands		X	
George Robson	Local Resident			X
Bob Hutt	Local Resident		X	
Debbie Reeves	Local Resident		X	
Merlin Gates	Local Resident		X	
Tina Connors	Local Resident, Municipal Councillor			X
Sharon Church-Cornelius	Local Resident, Municipal Councillor			X
Rick Cecchetto	Steering Team Lead, South Canoe Wind			X
Mary Frances Lynch	Community Relations Manager, South Canoe Wind			X
Stephanie Walsh	Environmental Specialist, South Canoe Wind		X	
John Woods	Executive Sponsor, South Canoe Wind		X	
Guests				
Sean Brennan	Project Manager, South Canoe Wind		X	
Joanne Grant	Chester Municipal Chamber of Commerce		X	
George Broome	Resident		X	
John Turner	Resident		X	
Janet Larder	New Ross Regional Development Society		X	
1. New Ross Regional Development Society Silent Auction – Janet Larder				
	The CLC is invited to attend a silent auction fundraiser for the New Ross Regional Development Society (organizers of the Christmas Fair) on Thursday November 21, from 7-10pm at the New Ross Legion.			
2. Adoption of Meeting Agenda				
	Agenda adopted by CLC.			
3. Review of August Meeting Minutes and Action Items				
	August Meeting Minutes approved, moved by Debbie, seconded by Debbie.			

	<p>Note a change in steering team – Dave McGregor (NSPI) has been replaced by Phil Caulier (NSPI).</p> <p>Review of outstanding action items:</p> <ol style="list-style-type: none"> 1. CLC's role in complaint resolution to be discussed and potentially included in Guidelines. Leave as ACTION ITEM – to be discussed tonight 2. Suggested by CLC that there should be a “sod-turning” event, bring people to the site early on to see what is happening, CLC to discuss at later date. Leave as ACTION ITEM 3. Suggestion that project update slides be posted on website. ACTION ITEM: SCPP - complete 4. CLC would like feedback from Steering Team on micro-loan program before next sub-committee meeting. Sean Brennan to raise recommendations to Steering Team. ACTION ITEM: SCPP – complete
4. Project Update	
	<p>Utility and Review Board (UARB) decision on Municipal Development Agreement Received decision on September 5, upholding Council's approval of Development Agreement Appeal window closed on Friday October 18, and no further appeals were filed.</p> <p>NS Power Capital Work Order Appeal The Utility and Review Board (UARB) has approved NS Power's capital work order for the South Canoe Wind Project; however, this decision has been appealed to the Court of Appeals by Cape Breton Exploration. A hearing has been set for November 27, 2013.</p> <p>Engineering Scope</p> <ul style="list-style-type: none"> • Roads package complete • Ongoing geotechnical work on site, currently investigating onsite borrow pits for gravel use in road building • Collection system and substation design ongoing • Evaluating two types of turbine foundations – spreadfoot and rock anchor foundations <p>George Robson – Wind Turbine Technician update</p> <ul style="list-style-type: none"> • Course going well, George climbed turbine tower early in course • George to provide regular updates to CLC. ACTION ITEM: SCPP – MF to coordinate <p>Questions on project update:</p> <ul style="list-style-type: none"> - Is Municipal Development Agreement a formality? <i>Major steps have been completed. All parties now need to sign the agreement.</i> - What has the community learned from the appeals – “lessons learned session”?: <ul style="list-style-type: none"> • <i>Complaints have mainly been with environmental and health issues.</i> • <i>Scope / magnitude of project not well understood until project approval was given.</i> • <i>Should have had early meetings in the community so that all could be heard.</i> - What happens if the appeal from Cape Breton Exploration is upheld, does this hold up construction process? <i>We hope to have a decision by the Court of Appeals by next spring and will begin construction</i>

	<p><i>then. The schedule will be compressed meaning work will be busier on-site.</i></p> <ul style="list-style-type: none"> - If you decide to build rock anchor foundations, will turbines vibrate when trucks go down road? <i>No, 20m bore holes are dug to test and ensure rock is suitable/stable.</i> - What has been spent on project so far – this information is useful when speaking to local business partners? <i>Sean Brennan to look into what information can be released on project budget. Mary-Frances Lynch has developed a local spending tracking tool which can be shared with CLC. ACTION ITEM: SCPP</i> - Can a tour of the site be arranged? <i>Yes, once work begins on the site. ACTION ITEM: SCPP</i> - Have turbines been ordered? <i>Yes.</i> - Have you looked into different coloured blades and how this impacts flicker? ACTION ITEM: SCPP - Who owns specific project assets? <i>Wind turbine generators (WTG) owned by project partners (13 WTG Oxford Frozen Foods, 4 WTG Minas Basin Pulp and Power, 17 WTGs NS Power), transmission line and substations owned by NS Power, roads and collection system will be shared by Oxford Frozen Foods and Minas Basin Pulp and Power.</i> - Will collection system be on poles or underground? <i>There will be underground crossings at turbines, the rest on poles. Will discuss transmission line at next meeting. ACTION ITEM: SCPP</i> <p>Suggestions:</p> <ul style="list-style-type: none"> • Continue engaging community - e.g. when trucks deliver turbines – put up sign a few days ahead to notify people if closing roads, e-mail doesn't always work, will help keep community informed. • Wet down roads to minimize dust for local residents. • Share pre- and post-construction sound data with community. • Should be documenting the process – e.g. 'The Making of South Canoe Wind Farm' • Hold reception during project milestones – clearing roads, foundations, turbine erection.
5. Sponsorship Sub-Committee – Micro Loan and Sponsorship Guidelines	
	<p>Credit Union Micro Loan Program</p> <ul style="list-style-type: none"> • Draft document review, questions may need to go back to Michael Wilcox at Credit Union before final draft. • Credit Union very keen on micro loan program, would manage the program. • Legal trust agreement – money in trust is backup to loan, Credit Union forwards funds for loan – approximately \$50,000? • Suggestion to start with certain \$ amount and monitor program interest, re-evaluate after. • Clarity required on terms of grant vs. micro loan - scholarship would fit into grant program section, not micro loan. • Project will provide funds to the Credit Union - CLC does not interact with this stage. <p>Sponsorship Guidelines</p> <ul style="list-style-type: none"> • Micro loan and sponsorship programs will not be implemented until early 2014. • Geographical area for sponsorship funding:

	<ul style="list-style-type: none"> ○ Applicants would need to provide map with application form. ○ Boundary to include: <u>Canaan Rd. to the southeast, Vaughan Fire Hall to the northeast, Forties Rd. (old Forties River Bridge) to the west, Hwy 12 county line to the northwest, Seffernsville to the southwest.</u> <p>Motion to approve the two reports (micro loan, sponsorship guidelines), and to include a map describing boundary plus definition for not-for-profit - moved Bob Hutt, seconded Merlin Gates.</p>
6. Review of Complaint Resolution Plan	
	<p>Overview of Complaint Resolution Plan process (review handout and flowchart):</p> <ul style="list-style-type: none"> • Complaints/questions come in via email, phone, CLC, Construction Manager etc. and go directly to Mary-Frances Lynch. • Complaints/questions then fielded to Sean Brennan and then to Steering Team. • CLC's role is to bring complaints and issues forward to project team. Some complaints/issues to be discussed with the CLC. • Project team to advise on course of action, CLC to provide input. <p>Questions:</p> <ul style="list-style-type: none"> • What about Sean and Mary-Frances reporting back to CLC on the number of complaints and what they are about? <i>Feedback needs to be presented on flowchart in form of a circle – regular summary report talking about broad categories to be reviewed at CLC meetings. ACTION ITEM: SCPP to add dotted line/circle to indicate interaction with CLC and MF/Sean.</i> • Can a toll free number be set up for complaints? ACTION ITEM: SCPP to look into this. • Will high severity issues go to committee? <i>The more severe the complaint, the less likely to review at CLC due to confidentiality.</i>
7. Round table discussion of future topics	
	<ul style="list-style-type: none"> • Review updated Complaint Resolution Plan diagram • Present a visualisation of project showing location of substation, roads, lines etc. to gain an appreciation of scale. Show percentage complete of each part of the project. • Transmission line • Site visits at regular intervals/major milestones • Business directory • Lessons learned
8. Meeting close out	
	<p>Meeting close: 8:20pm.</p> <p>Next Meeting: TBD</p>
Minutes compiled by:	Stephanie Walsh
<p>Please review Minutes for errors and omissions, and advise complier accordingly.</p> <p>NOTE: Closed items will be recorded for one additional meeting, and then removed.</p>	