



Meeting Agenda:

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

Vaughan United Church Hall
1604 New Ross Rd.
Monday January 20, 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 October meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Project Update: a) New Ross office – Cottage at the Cross b) Transmission line c) Project construction d) Business directory	Sean Brennan, Mary- Frances Lynch	6:20 – 7:00
4. Sponsorship Sub-Committee update	CLC	7:00 – 7:30
5. Review of Complaint Resolution Plan	CLC	7:30 – 7:40
6. Round table discussion of future topics	CLC	7:40 – 7:55
7. Meeting close out, next meeting proposed for Monday March 17, 2014	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 United Church Hall	Date	January 20, 2014
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	
Roger Myette	Construction Manager, South Canoe Wind	X	
Russ Proctor	Lunenburg County Resident	X	
Kelvin Huxter	Wind Turbine Tech student	X	
1. Adoption of Meeting Agenda			
	Move agenda item #5 to under #2. Agenda adopted by CLC.		
2. Review of October Meeting Minutes and Action Items			
	<p>Judy O'Leary has resigned from CLC due to other commitments. Her spot will not be filled. Merlin Gates report on New Ross Silent Auction – was a great success! October Meeting Minutes approved, Merlin Gates moved, Debbie Reeves seconded.</p> <p>Review of outstanding action items:</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. P.2 <p style="text-align: center;">Leave as ACTION ITEM. Once more construction is being done on-site, the CLC will be</p>		

invited to visit the site.

2. George to provide regular updates to CLC. P.2

School is going well. Diverse background of students, very strong class, students working on fixing towers, has studied electrical components and now learning about turbine controls and automations. George will finish school June 6, 2014 but will be ready to work in May.

Question was asked if classmates will stay in Atlantic Canada? Yes, most are from Nova Scotia and plan to work in Atlantic region.

MF to send video of George's tower climb. ACTION ITEM: SCPP.

3. 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. P.3

The project cannot share project budget as it is sensitive information, though can share percentages on local content.

4. Have you looked into different coloured blades and how this impacts flicker? P.3

*Submitted request for information to Acciona – they have not provided an answer yet. First time they have received the question. **Remains as ACTION ITEM.***

5. There will be underground crossings at turbines, the rest on poles. Will discuss transmission line at next meeting. P.3

Will be discussed later tonight.

6. 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. P.4

Step 1 – Complaint Received by Community Relations Manager (CRM)

Step 2 – Complaint reviewed by CRM, if it can be resolved initially, it will be. If not, it will be shared with Project Manager (PM)

Step 3 – PM to review complaint and resolve with CRM if possible, if a larger issue, will go to Steering Team (ST)

Step 4 – ST determines course of action and works with CRM and PM to implement resolution

Step 5 – Complaint resolved

CLC will be advised throughout the process (by CRM and PM at CLC meetings) as to what complaints are being made and what is being done to resolve them. Discussion among group that there are different levels of severity for complaints and CLC members will not be liable to provide resolution on serious complaints. Only appropriate complaints will be discussed at CLC. Complaint Resolution Plan diagram accepted by CLC.

7. Can a toll free number be set up for complaints? P.4

Currently, the project receives community questions via project hotline (Mary-Frances' phone) and info@southcanoewind.com. The most common way of getting in touch with the project has been via email. Preference would be to continue using existing email and phone number. CLC agreed. If there are concerns over long distance charges, Mary-Frances can call back.

3. Project Update

New Ross Office

As of January 2014, South Canoe is renting the “Cottage at the Cross” in New Ross (50 Forties Rd.). Project team members will hold office hours and will post these once a regular routine is established. The public is welcome to visit the office. Meetings and events will be held there over the duration of project construction.

Suggestion from CLC to have displays at the office – posters and images of project so community members can get a sense of scale. Also, a card with general project info could be drawn up to hand out to community members and CLC. **ACTION ITEM: SCPP**

Suggestion to show project progress visually on the website since most will not see the project being built. Project team is currently working on an infographic that would show construction progress.

Development Agreement

Development Agreement was approved by Council on November 14, 2013.

Project Construction Update

- 50% O&M Building Design complete
- 75% Foundation Design complete. Currently looking at two different foundation options.
- Stamped IFC (Issued For Construction) Civil Drawings Complete– by end of February will know who will build roads and foundations. **ACTION ITEM: SCPP. Bring road map to next CLC meeting.**
- Acciona released RFP for civil and foundations and wind turbine erection
- DSTN will supply wind turbine towers
- Roger Myette joined project team as the Construction Manager
- Acciona has ordered materials for foundations
- Land clearing starts January 20, 2014. Looke CanCut will do the clearing and will be using some local sub-contractors. Overall, 60% of the land clearing contract will be done by local outfits (defined as being within 40km of the project site).

To come up...

- Some land clearing equipment has arrived and more to come this week.
- Could Roger take a video of clearing equipment at work? Yes. **ACTION ITEM: SCPP**
- Transportation Infrastructure and Renewal (TIR) has been provided a report of the proposed transportation route as well as “dummy permits”. TIR is currently evaluating the route – Hwy 103, exit 9, Hwy 12, Lake Lawson Rd, New Russell Rd to main entrance of the site.
- Will award contracts for roads, foundations, and turbine erection by the end of February
- Will order equipment for substation and transmission line
- Will complete the electrical and foundation design packages
- Wind turbines will be manufactured
- Road construction will begin May 2014

Questions on project construction:

- What is the size of the O&M building? *4,000-5,000 square feet, will contain warehouse, offices, shower, and will store supplies and tools.*
- Where will the O&M building be located? *In the middle of the site, see the yellow square on the map. The substation will be located next to the O&M building.*
- Does Acciona’s RFP for roads and foundations include local content? *Project team has enhanced language on local content in Acciona’s RFP. The goal is to bring local contractors into larger contracts, ie. local subcontracting is possible.*
- Is the CBEx appeal process affecting the schedule? *We are proceeding with work on-site while the appeal is open. The November 27, 2013 hearing did not take place and the Court of Appeals has not rendered a decision on the confidentiality of NSPI’s documents. Court of Appeals asked UARB to review documents again and UARB replied last week saying that the documents should remain confidential. A final decision is pending.*

- Are just the towers going to be made by DSTN or will turbine gearboxes be built by them as well? *Just towers are manufactured by DSTN.*
- How can Acciona order materials for foundations if the foundation type has not been finalized? *Cages and anchor bolts are the same for both foundation types and can be ordered now.*
- When will clearing be completed? *By end of March – 10 weeks.*
- What are the hours of operation for clearing, so as to adhere with the noise by-law? *Municipal noise by-law states that no construction can occur outside the hours of 7am-11pm.*
- Will whole site be deforested? *No – only clearing for roads, turbine pads, substation/O&M building, lay down area.*
- What is grubbing material? *Top layer of organics*
- Suggestion that project should notify public when large trucks will be going to and from the site so as to not catch drivers off-guard – ie. contact Lunenburg Trucking Association, put signs up on the road before traffic occurs, advertise in Flyer and website. **ACTION ITEM: SCPP**
- Will trucks be held up? *Not finalized. Will share trucking schedules with CLC once finalized.*
- What are blades made of? *Fiberglass*

Transmission Line

- Existing line L-6004 goes to Sackville, under normal operating conditions, electricity will go to Sackville and back to South Shore
- South Canoe transmission line will tie into L-6004
- Land owners have signed options for transmission line
- Transmission line is about 17km long and will tie into on-site substation
- 34 turbines will connect into 4 circuits which flow into substation
- Send transmission line map to Tina Connors. **ACTION ITEM: SCPP**

Business Directory

One of the project’s priorities is to use as many local resources as possible. The project has been working on a local business directory for the project since Spring 2013 with aim to compile a comprehensive list of local skills and services and share this with project contractors. In November, the project hired New Ross recent university grad Rhea Hamlin to help complete the business directory.

Rhea called businesses to complete their information and confirm their permission to share info with project contractors and the “Why Here” initiative. “Why Here” was developed by the six municipalities in Lunenburg and Queens counties to raise the profile of local businesses and includes a detailed website with an online interactive map showing business locations and descriptions.

The outputs of Rhea’s work are a database that will be shared with contractors as well as one-pagers on accommodations, food and leisure which will be shared with all workers on the site. “Why Here” has also received the database for local businesses. The project will meet with Jeannette Reeves, NRRDS President, to receive her feedback and understand how the NRRDS would like to use the information.

4. Sponsorship Sub-Committee Update

Micro Loan:

Final decision between Steering Committee and Mike Wilcox on Micro Loan program. **ACTION ITEM.**

Map:

Review of the grant program map. **Motion to approve map, moved by Merlin, seconded by Buzz. Motion approved – map will be supplemented with location labels, as specified in Debbie Reeves’ hand-written map. ACTION ITEM: SCPP.**

Application Form:

- Edits to form (**ACTION ITEMS: Sub Committee**):
 - Need to change bottom line “0-1000\$” for other form and specify application amount at

	<p>top of page (ie. Sponsorship \$1000 and above, Sponsorship below \$1000)</p> <ul style="list-style-type: none"> ○ “Once per calendar year” will replace “your organization may only apply for project funding <u>once per funding period</u>”. <ul style="list-style-type: none"> ● First round applications to be received by March 31st, only for applications under \$1000 ● Sean to pitch to Steering Team - \$20,000 for first round in March. ACTION ITEM: SCPP ● Second round for over 1000\$ in July. ● What is long term plan for fund? A proposal should be put before the Steering Team. Need to show the success of the program before asking for longer term commitment. ● How much money is available? More to be gained if it is a longer term funding opportunity. It will take time for word to spread about the funding program. ● Sustainability should be promoted, funding should be in line with Strategic Plan in New Ross ● Accountability aspect is key, successful applicants should report their outcomes (ie. receipt, photos) and should be built into applications for over \$1000. Merlin and Sarah Gates could help draft report criteria. ACTION ITEM: Merlin. ● Applications under \$1000 will be approved by sub-committee to facilitate process. ● Send applications to one location – hardcopy to be sent to project team, get a mailbox at the post office, this will need to be advertised in promotion. ACTION ITEM: SCPP. ● Merit awards (not scholarship or bursary) for Forest Heights and/or Avonview High School in Windsor – one award for a student with skills in a particular area/field that could support South Canoe. To be discussed more at a later date. ● How should South Canoe deal with one-off requests for funding that are currently coming in, where to send those? Ideally should have one stream. South Canoe can choose to do as they wish; however, there is a defined process in place and should funnel through this system. ● Mary-Frances to coordinate grant applications poster and inform CLC of the Steering Team decision on funding. ACTION ITEM: SCPP ● Motion to approve application form – moved by Merlin, seconded Debbie. Approved.
--	---

5. Review of Complaint Resolution Plan

	Discussed under Agenda Item #2.
--	---------------------------------

6. Round table discussion of future topics

	<ul style="list-style-type: none"> ● Project updates ● Tour of the site – end of summer ● Video of activities happening on site ● The Municipality’s Kaizer Meadow turbine project did a great job of informing on project progress, ensure that South Canoe does the same. ● Frequency of CLC meetings could/should change to monthly meetings during project construction, could use web-technology through CAP if need be.
--	--

7. Meeting close out

	<p>Meeting start: 6:10 Meeting close: 8:15pm Next Meeting: March 10, 2014, 6-8pm New Ross location TBD</p>
--	---

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.**



Meeting Agenda:

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

New Ross Family Resource Centre
Monday March 10, 2014
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, Mary-Frances Lynch	6:05 – 6:20
3. CLC's Two Year Anniversary - Lessons Learned	CLC	6:20 – 6:35
4. Project Update	Sean Brennan, Roger Myette, Mary-Frances Lynch	6:35 – 7:15
5. Project Open House and Acciona Meet & Greet	Mary-Frances Lynch	7:15 – 7:30
6. Sponsorship Fund Update	Mary-Frances Lynch, CLC	7:30 – 7:45
7. Frequency of CLC meetings	CLC	7:45 – 7:50
8. Round table discussion of future topics	CLC	7:50 – 7:55
9. Meeting close out, next meeting proposed for Monday May 19, 2014	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	March 10, 2014
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	
Jenny Pratt	Environmental Specialist, South Canoe Wind		X
John Woods	Executive Sponsor, South Canoe Wind	X	
Guests			
Sean Brennan	Project Manager, South Canoe Wind	X	
Roger Myette	Construction Manager, South Canoe Wind	X	
Kent Nickerson	South Shore Ready Mix	X	
John Parnell	South Shore Ready Mix	X	
Sheena Broome	New Ross Resident	X	
1. Adoption of Meeting Agenda			
	Add a discussion of the Ivany Report before discussion on frequency of meetings. Agenda approved.		
2. Review of January Meeting Minutes and Action Items			
	Request to add information on Development Agreement to January's meeting minutes. Add in a section heading for Municipality of Chester Development Agreement, followed by information on approval of the DA.		
	January Meeting Minutes approved - Debbie Reeves moved, Merlin Gates seconded.		
	Review of outstanding action items:		
	1. Suggested by CLC that there should be a "sod-turning" event, bring people to the site early on to see what is happening. P.1 – <i>To be discussed at May meeting.</i> ACTION ITEM.		

2. MF to send video of George's tower climb. P.2 – *Technical difficulties. To watch at May meeting.*
ACTION ITEM.
3. Have you looked into different coloured blades and how this impacts flicker? P.2 – *Acciona uses off-white/grey for turbines.*
4. Suggestion from CLC to have displays at the office – posters and images of project so community members can get a sense of scale. Also, a card with general project info could be drawn up to hand out to community members and CLC. P. 3 – *Posters, Slideshow, Infographic to be made and kept at project house/website.*
5. Share map with roads. P. 3 – *Sean Brennan to discuss road map during construction update.*
6. Roger to take videos of clearing work. P.3 – *Show videos during construction update.*
7. Suggestion that project should notify public when large trucks will be going to and from the site so as to not catch drivers off-guard – ie. contact Lunenburg Trucking Association, put signs up on the road before traffic occurs, advertise in Flyer and website. P.4 – *Will remain as ACTION ITEM.*
8. Send transmission line map to Tina Connors. P. 4 – *Completed.*
9. Final decision between Steering Committee and Mike Wilcox on Micro Loan program. P. 4 – *To be done by Rick Cecchetto. ACTION ITEM.*
10. Grant program map to be supplemented with location labels, as specified in Debbie Reeves' hand-written map. P.4 – *Completed.*
11. Edits to form, P.4:
 - a. Need to change bottom line "0-1000\$" for other form and specify application amount at top of page (ie. Sponsorship \$1000 and above, Sponsorship below \$1000) – *Completed.*
 - b. "Once per calendar year" will replace "your organization may only apply for project funding once per funding period". – *Completed.*
12. Sean to pitch to Steering Team - \$20,000 for first round in March. P.5 – *Completed.*
13. Accountability aspect is key, successful applicants should report their outcomes (ie. receipt, photos) and should be built into applications for over \$1000. Merlin and Sarah Gates could help draft report criteria. P.5 – *Completed, Debbie Innes included section on reporting in the application form.*
14. Get a mailbox at the New Ross post office. P. 5 – *Completed, PO Box 248, 50 Forties Rd, New Ross, BOJ 2M0.*
15. Mary-Frances to coordinate grant applications poster and inform CLC of the Steering Team decision on funding. P. 5 – *Completed.*

3. CLC's Two Year Anniversary – Lessons Learned

What have we done well over the past 2 years and what could be better?

What is important to you in your role as a CLC member?

What does success look like for the CLC over the next few years?

Comments and Questions:

- CLC is great communication tool
- Important that the project is listening to the community and is making changes
- Good relationship as the project continues for next number of years
- Growing pains with communications, have learned lessons
- Should have set up local office right from start
- Province should have done better engagement on Environmental Assessment (EA) process
- Proponent could have also done a better job in the early days of the EA process
- CLC needs to be highly informed and share info with their neighbours
- CLC should be made up of people who are capable of spreading the word
- Important to repeat the message and keep on repeating it
- Things have improved over the past year
- Good experience, a lot of questions are being asked about the project
- Proponent is doing a good job of answering questions
- At the beginning there was a lack of info. Need two-way communication.
- Should have had a meeting in New Ross.
- Municipality could have improved process as well, feedback received on Municipal Planning Strategy and Land Use By-Law
- Still hearing some negative comments about the project
- Learning curve, things have improved.
- As a community member, how often are you asked about the project? *Comes up in conversation often.*
- Was there a CLC for Digby - is this a better CLC? *The South Canoe CLC is more productive.*

4. Project Update

Construction Update – Roger Myette:

- 300 acres cleared by March 7 and will complete clearing by March 31
- Clearing will be done for roads, turbine pads, transmission line, laydown area and substation.
- Project is impressed with work done by Looke CanCut – good safety and environmental compliance as well as use of local content.
- Thirty-two workers on-site this week. Looke is keeping a tally of local workers and we will provide percentage at next CLC Meeting. **ACTION ITEM.**
- 10,000 person-hours achieved last week.
- Width of road is 7.3m in order to fit crane.
- Ground up material is being sent to Port Hawksbury to be used as biomass in their facility. This idea was brought forward by Looke CanCut.
- Videos shown of de-limbing and cutting logs, mowing, and grinding.

Project Update – Sean Brennan:

- Will notify CLC and community of chosen civil contractor before next CLC meeting and will encourage locals to get in touch with contractor.
- DSTN have started manufacturing towers.
- Analysis on turbine port-of-entry (Halifax Port vs. Liverpool Port) is a new development in the

transportation plan over past 2 months. Results of study will dictate where the turbine nacelles and blades will be transported from. Towers will be transported by road from Trenton.

- Proposed local transportation route is Hwy 12 to Lake Lawson Rd to New Russell Rd.
- NS Department of Transportation Infrastructure & Renewal will evaluate axle loads, size and weights to help determine final route.
- Each turbine will have its own civic address.
- We need to name roads – suggestions? Send us ideas. **ACTION ITEM.**
- Hermanville project in PEI will use same turbine as will be used South Canoe.
- Load and a half of wood could be donated to community. Mostly fir, softwood. An option to market the wood and get money from it and donate money to an initiative. Agreed by CLC that best course of action is to donate money from sale of wood. **ACTION ITEM.**
- Project owners are involved in the Ross Farm Learning Centre fundraising efforts. John Bragg (Oxford Frozen Foods) is a member of the corporate campaign team.
- Looking to award transmission line contractor, foundations, cranes & erection contracts – will share this information.
- George Robson will join construction team and work with Roger Myette.
- Provide information on new vs. existing roads. **ACTION ITEM.**

Questions/suggestions on project update:

- Suggestion to have news article on DSTN building towers.
- Suggestion to inform emergency crews of transportation route/times so emergency vehicles can safely use roads if need be.
- Civil contractor has moved equipment onsite, have they been chosen but not announced? *We have not chosen a contractor, nor has an agreement been signed. Contractor has taken risk by moving equipment to site early.*
- Will civil contractor be decided shortly? *Yes, within 2-3 weeks.*
- South Shore Ready Mix interested in foundations – same or separate contract? *Could be a different contract.*
- Could a local contractor be awarded foundations contract? Any special consideration given to local business? *Price is huge driver. Open RFP now. We are trying best to hire local. There are two different RFPs for civil and foundations, could bid on one or the other.*

5. Project Open House and Acciona Meet & Greet

- Event will be held on Wednesday April 2, 7-9pm at the New Ross Legion
 - Acciona will attend and meet the community for the first time
 - Evening will include presentation on project update, community update, Acciona introductions.
 - Poster stations will include – construction (what's been done, what's coming up), transportation plan, local business, CLC & sponsorship, and Acciona
- 1) Would CLC members be willing to say a few words about the CLC and the community?
Debbie Reeves will speak.
 - 2) Who would be interested in manning a poster dedicated to the CLC & sponsorship? 3 or 4 people, the more the merrier? *As many CLC members will attend as possible.*
 - 3) CLC ideas on how to make that evening a success?
 - *Advertise event in the Flyer*
 - *Mention at Development Society Meeting*
 - *Have door prizes from Acciona and South Canoe, give numbers at door*

	<ul style="list-style-type: none"> • <i>Should have an MC</i> • <i>Show photomontages</i> • <i>Slide show reminding community about the project</i> • <i>Have a large map</i> • <i>Show pictures of George and his training</i>
6. Sponsorship Fund Update	
	<ul style="list-style-type: none"> • No applications received yet in first round of grant applications for projects/events under \$1000. • Question from group in Vaughan asking if they can apply to both rounds? <i>Wait until second round if interested in larger amount of funding. CLC accepts applications from an organization only once per calendar year.</i> • Motion to put out advertising for grants over \$1000 during the first week of April with closing date on May 15, 2014. Debbie Reeves motion, Merlin Gates seconded. Motion Approved.
7. Ivany Report Discussion	
	<ul style="list-style-type: none"> • Lunenburg has lost a quarter of people under 50. Aging population in rural communities. • Growing tension between development and anti-development. South Canoe overcoming trend. • Scott Hamlin raised concerns over New Ross school and asked how South Canoe could help. • Forest education program at Ross Farm will become part of the curriculum. • Sheena Broome – Eco-learning will help school remain viable, hands-on learning is key. Ecological adventures, the outdoor classroom, and South Canoe speaking to students about engineering, art, energy are exciting new areas. South Canoe should liaise with the Principal at NRCS. • South Canoe will be hosting a <i>Techsploration</i> program with young girls from New Germany. The program encourages young girls to become involved in engineering and sciences and shows them real-world applications. This could be done with New Ross?
8. Frequency of CLC Meetings	
	<p>If project updates need to be shared more frequently over summer months, information could be sent out over email in between CLC meetings. To be discussed further at next meeting.</p>
9. Round Table Discussion of Future Topics	
	<p>Sheena Broome to meet with South Canoe team to discuss collaboration between the NRCS and South Canoe. Sheena to share her “wish list” at next CLC meeting. ACTION ITEM.</p>
10. Meeting close out	
	<p>Meeting start: 6:20, Meeting close: 8:30 Next Meeting: May 26, 2014, 6-8pm Vaughan location TBD</p>
Minutes compiled by:	Mary-Frances Lynch
<p>Please review Minutes for errors and omissions, and advise complier accordingly. 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, Vaughan
Monday May 26, 2014
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 March meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Project Update	Roger Myette, George Robson, Mary- Frances Lynch, Sean Brennan	6:20 – 7:00
4. Sponsorship Fund Update	Sponsorship Sub- Committee	7:00 – 7:25
5. South Canoe Involvement with the School	Debbie Reeves, Sheena Broome, Mary-Frances Lynch	7:25 – 7:40
6. Frequency of CLC meetings	CLC	7:40 – 7:50
7. Round table discussion of future topics	CLC	7:50 – 7:55
8. Meeting close out – next meeting date TBD	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	May 26, 2014
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	
Jenny Pratt	Environmental Specialist, South Canoe Wind	X	
John Woods	Executive Sponsor, South Canoe Wind	X	
Guests			
Roger Myette	Construction Manager, South Canoe Wind	X	
1. Adoption of Meeting Agenda			
	Moved by Bob Hutt, seconded by Debbie Reeves		
2. Review of January Meeting Minutes and Action Items			
	<p>March Meeting Minutes approved Sharon Church- Cornelius moved, George Robson seconded.</p> <p>Review of outstanding action items:</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. <ul style="list-style-type: none"> <i>A fieldtrip could be held at end of June, early July for site visit to view foundations. MF will send a note with potential dates.</i> 2. MF to send video of George's tower climb. <ul style="list-style-type: none"> <i>To watch at July meeting.</i> 3. Suggestion that project should notify public when large trucks will be going to and from the site so 		

as to not catch drivers off-guard – ie. contact Lunenburg Trucking Association, put signs up on the road before traffic occurs, advertise in Flyer and website.

Will remain as ACTION ITEM.

4. Final decision between Steering Committee and Mike Wilcox on Micro Loan program.

To be done by Sean Brennan. Keep as ACTION ITEM.

5. Looke is keeping a tally of local workers and we will provide percentage at next CLC Meeting.

Roger will share in project update.

6. We need to name roads – suggestions?

Initially had compiled a list of nature names, but after some internal discussion and suggestions from CLC members Kerry Keddy and George Robson, decided to select some electricity-related inventor names. This list will be less likely duplicated by Municipality road names.

Road names:

Blyth, Ohm, Wheatley, Tesla, Becke, Henry, Faraday, Volta

Suggestion to put information on road name next to road sign. **ACTION ITEM – MF to look into this.**

7. Load and a half of wood could be donated to community. Mostly fir, softwood. An option to market the wood and get money from it and donate money to an initiative. Agreed by CLC that best course of action is to donate money from sale of wood.

Looke has given \$1000 each to New Ross Farmers Association and Ross Farm Museum.

8. Provide information on new vs. existing roads.

See map indicating how 10km of the 30km of roads were existing.

Comment about historical burial site belonging to Nat Cooney who is believed to have buried his wife and child there. Environmental Lead Jenny Pratt confirmed that this was found in the archeological study and that turbines and road network will avoid this area with a 60m buffer.

9. Sheena Broome to meet with South Canoe team to discuss collaboration between the NRCS and South Canoe. Sheena to share her “wish list” at next CLC meeting.

Debbie Reeves and Mary-Frances to cover this item later in the agenda.

3. Project Update

Construction Update – Roger Myette, George Robson

- Looke CanCut land clearing scope -> 70% money spent locally, local defined as 40km radius, 50% man hours, 92% expenses local. Very pleased with Looke's work.
- Landowners will take wood off their land next week, earlier than expected.
- 93 people currently working on-site on roads, batch plant and substation work.
- Van Zutphen was awarded roads and foundations contract.

- VZ is from Mabou, Cape Breton and is a well-established family business, 50 years in operation.
- 25% workforce is local, Van Zutphen will try and use locals for non-union jobs such as the batch plant.
- The on-site batch plant for concrete will mean less traffic on roads, South Shore Ready Mix is providing aggregate for concrete.
- Substation foundations are currently being poured.
- Union is working with Truckers Association in getting local truckers to work on the site.
- Security contract was awarded to Ennis Security and Brenda Keddy is local lead for this group. Currently, three of the four security staff are local residents.
- Bridges, swamp mats, and poles are currently being installed on the transmission line.
- Collection System, Operations & Maintenance building, and Erection contracts have yet to be awarded.
- George Robson is working on various items with Roger - site security, community engagement, reporting, coordinating work on-site. He will oversee turbine operations once installed.

Environmental Update – Jenny Pratt

- Jenny Pratt is the Environmental Lead, primary role is to ensure that construction work is in compliance with the project's Environmental Protection Plan.
- Oversees wetland alterations
- Currently working on culverts approvals and erosion and sedimentation controls.
- Will oversee wildlife monitoring (bird and bat) as part of Environmental Assessment conditions as well as all other EA conditions

Other Project and Community Updates – Mary-Frances Lynch

- An infographic has been produced showing construction progress, also on website
- The transportation plan is being finalized and the structural engineering report is being conducted right now by Harbourside Engineering (Dartmouth). The port of entry for the turbine components will be Liverpool instead of Halifax as previously discussed.
- The lighting plan has been finalized - eight turbines around the periphery of the layout will be equipped with a red flashing light (20 pulses per minute) for aviation purposes. Review of map (also on website).
- Van Zutphen is organizing a free pig roast on the project site on Friday June 13, noon-4pm. Poster handed out.

Questions and Suggestions:

- How many are staying locally? *VZ staying local. Windsor Super 8, Downeast Motel, Falls Lake, New Ross Apartment, likely 70 staying locally.*
- Will road work need to be done to accommodate turbines? *Report is still underway.*
- How to make deliveries quicker, 4 days in a row? *We cannot change shipment schedule.*
- Jamie Warr of New Ross is working as site safety specialist.
- Is it common to alter wetlands? *Yes, for all projects you need to have an approval to alter wetlands. If you alter a wetland, you must compensate 2x over by creating new wetlands. Govt policy is no net loss of wetlands. Wetlands are expensive to alter.*
- Bluenose Coastal Action is based out of Lunenburg. Suggestion to use them if you need a local group to do remediation.

	<ul style="list-style-type: none"> ○ North Canoe Lake has a beaver dam on New Russell Rd. Beaver will not go through culvert. ○ When clearing was complete, did you find out if you had affected bear dens? <i>This is not something that was monitored. A lot of bears in the area. Session on bear safety on-site. Bear spray on-site.</i> ○ Suggested use of bear bangers. ○ What happens with garbage onsite? <i>We are compiling and disposing appropriately.</i>
--	--

4. Sponsorship Fund

	<p>Under \$1000 Grants</p> <ul style="list-style-type: none"> • Awarded the grants for the first round of funding under \$1000 to New Ross Community Market, Forties Garden Club, New Ross Golden Age Club, New Ross Historical Society, New Ross Pre-School, Upper Vaughan Baptist Church. All have received funding cheques. <p>Over \$1000 Grants</p> <ul style="list-style-type: none"> • Funding round closed on May 15th and thirteen applications were received. • The sponsorship sub-committee evaluated the applications last week and have made recommendations • Applications review with CLC • The sub-committee decided to round off funding amounts • The sub-committee decided to put the school's application on hold as it felt that it was premature and required a better understanding of what was being asked. The school should be funded at some point, but for now their application will be put on hold. • The sub-committee decided that the Literacy Nova Scotia application should not be funded as it would not provide direct community benefit and fell outside the scope. The Steering Team can review and decide whether it would like to serve as a sponsor of the golf tournament. • <u>Motion to approve the recommended funding amount – moved by Bob Hutt, seconded by Debbie Reeves. APPROVED.</u> • Steering team will be meeting May 29th and will review CLC's funding recommendations • Mary-Frances will follow up with CLC regarding the Steering Team's decision. • Mary-Frances to draft letters for funding recipients stipulating terms of funding and where necessary, why full or partial funding was not provided. ACTION ITEM. <p>Questions:</p> <ul style="list-style-type: none"> • Why was less money awarded than amounts asked? <i>The sub-committee did not fund certain administrative costs. The quality of the applications was also considered. From experience, people are happy to receive funding, even if not full amount.</i> • Was there a letter sent to funding recipients under \$1000? <i>Yes, a letter was sent outlining funding details, reporting, terms of the funding and required signatures. All are being kept on record.</i>
--	--

5. South Canoe Involvement with the School

	<p>Recap of meeting between eco-learning group and South Canoe – Debbie Reeves (Sheena Broome unable to attend tonight)</p> <ul style="list-style-type: none"> • An eco-learning group has been established under the New Ross Regional Development Society with a goal to use the school building for eco-learning activities and created a community asset and bring revenues to New Ross.
--	--

	<ul style="list-style-type: none"> • The eco-learning group made up of Sheena Broome (interested parent), Debbie Reeves (forestry expert), Lisa Wolfe (Ross Farm Museum, Learning Centre) and Ruby Seffern (retired teacher), met with John Woods and Mary-Frances Lynch in April. • A school board representative is currently drafting up an MOU which will outline a relationship between the eco-learning group, New Ross school, community, and the school board. • The eco-learning group will be working closely with the principal on the application to the school board, outlining how the school can be used for community learning. • Programming will not just be for students, but for community at large outside of school time as well. <p>Mary-Frances Lynch and John Woods</p> <ul style="list-style-type: none"> • South Canoe is interested in becoming part of the curriculum for the long term. • MF's action items from the April meeting included following up with turbine manufacturers Acciona (South Canoe) and Enercon (Kaizer Meadow) to understand if they have developed any school programs before. • Enercon has done up children's materials by way of colouring book. Acciona is currently working on a school program out of their head office in Spain and will have more info mid June on the program. Will continue to work with them on school program. • John and Mary-Frances will be delivering a program to the New Ross grade 5/6 class. • Debbie Innes has printed 3D turbines using the 3D printer (passed around the turbines). • School presentation will include information on solar, tidal and wind with a special focus on South Canoe progress. • Will share photos on school session with CLC. ACTION ITEM.
6. Frequency of CLC meetings	
	<ul style="list-style-type: none"> • Since the construction site is quite active, CLC should continue meeting over the summer. • Next potential meeting day would be Monday July 28, 6-8pm at a New Ross location. • Suggestion to hold at either Forties Community Centre, Seniors Centre at the Fair Grounds in order to spread around meeting locations.
7. Round table of future topics	
	<ul style="list-style-type: none"> • Sponsorship Update • Project Update • School program • Council's spending of turbine tax revenues – Council has held a discussion on how to manage revenue from wind farms. They want to ear-mark revenues three ways – 1/3 in reserves, 1/3 for community projects and infrastructure, 1/3 for economic development. The Wind Energy Revenue Policy will undergo a second reading at the Thursday May 29 Council meeting. • Suggestion that community receive advance notice on first turbine delivery. ACTION ITEM.
8. Meeting close out	
	<p>Meeting start: 6:15pm Meeting close: 8:25pm Next Meeting: July 28, 2014, 6-8pm, New Ross location TBD</p>
Minutes compiled by:	Mary-Frances Lynch
<p>Please review Minutes for errors and omissions, and advise complier accordingly. 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

Forties Community Centre
1787 Forties Road, New Ross
Monday July 28, 2014
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 May meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Field Trip Recap	CLC	6:20 – 6:35
4. Project Update	Roger Myette, George Robson, Mary- Frances Lynch, Sean Brennan	6:35 – 7:15
5. Sponsorship Fund Update	Sponsorship Sub- Committee	7:15 – 7:35
6. Round table discussion of future topics	CLC	7:35 – 7:50
7. Meeting close out – next meeting date September 29 th , 2014	John Woods	7:50 – 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:	Forties Community Centre	Date	July 28, 2014	
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, South Canoe Wind	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		
Jenny Pratt	Environmental Specialist, South Canoe Wind	X		
John Woods	Executive Sponsor, South Canoe Wind	X		
Guests				
Roger Myette	Construction Manager, South Canoe Wind	X		
Sean Brennan	Project Manager, South Canoe Wind	X		
1. Adoption of Meeting Agenda				
	Moved by Kerry Keddy, seconded by Debbie Reeves.			
2. Review of May Meeting Minutes and Action Items				
	<p>May 26th Meeting Minutes approved by Merlin Gates moved, George Robson seconded.</p> <p>Review of outstanding action items:</p> <ol style="list-style-type: none"> Final decision between Steering Committee and Mike Wilcox on Micro Loan program. Road names: <ul style="list-style-type: none"> Blyth, Ohm, Wheatley, Tesla, Becke, Henry, Faraday, Volta <p>Suggestion to put information on road name origin next to road sign.</p> Mary-Frances to draft letters for funding recipients stipulating terms of funding and where 			

necessary, why full or partial funding was not provided.

4. Suggestion that community receive advance notice on first turbine delivery.

Questions & Comments:

- Council will be approving road names for wind farm this week.
- Why does Council need to approve road names? *Each turbine requires a civic address and road names must go through Council/Planning approval. Emergency services will need to be taken into account when deciding road names to ensure there is no duplication of road names.*

3. Field Trip Review

Viewed pictures of the July 24th fieldtrip with Steering Team, Chester Council & Staff and CLC.

Feedback on fieldtrip:

- Good food provided by Carla Lantz. More food next time.
- Great turnout for field trip.
- Extra safety equipment provided was much appreciated.
- Information on amount of steel and cement would be useful, would like to know stats to share with others. Suggestion to describe "The life of a turbine" - what does it take in terms of digging hole, to installing the base and entire tower. Put this information in the South Canoe book.
- Put a time capsule at the entrance to the site containing info on local resources.
- Get Van Zutphen and Acciona to speak at next fieldtrip.
- Would like to get closer to the batch plant.
- Really great to see progress, surprised by construction progress, very clean and organized site.

Next fieldtrip on November 19th to view turbines. Limit to CLC first and open to broader community at a later date. Suggestion to hold fieldtrip in the afternoon, ie. 1-4pm.

4. Project Update

Construction Update – Roger Myette, George Robson

- Over 130 workers onsite
- Achieved 80,000 man hours last week
- Zutphen has 20km of road roughed in
- Roads built with on-site rock
- 60% done blasting, blast at turbine 10 to come, need to blast 19 turbine sites
- 15 foundations blasted thus far
- 4 rebar-complete for foundations
- 3 foundation bases were poured recently
- Blasting steps include – grub organics down to rock, drill hole, load with dynamite and shoot blast
- Powertel is installing collector system – 507 poles required, 32 installed poles, framed half of the poles, will start doing 20 poles/day for collection system, all holes are drilled into rock in 2-14mins.

- Backup power for trailers will be installed soon.
- Substation construction underway
- Transmission line is being installed by Emera Utility Services – blasting done, 80 of 100 structures installed, 50 framed, pulling wire now

Environmental Update – Jenny Pratt

- 7 of 11 culverts installed, must be done by end of September
- Wetland alterations – did first round of monitoring a few weeks ago, completed pre-construction and during-construction monitoring. Must monitor for 5 years after wetland is altered. Monitor changes in water table, vegetation, wildlife.
- If altering a wetland, must compensate by creating a new wetland twice the size and must conduct wetland research -> now working on enhancing local wetlands but can also enhance wetlands in other spots in the Province.
- Wildlife cameras – have not seen moose but have seen deer, coyotes, bears, and bobcats.

Community Update – Mary-Frances Lynch

- School Presentation on May 27th to grades 5/6 class in New Ross. We talked about wind and tidal energy and students assembled their own 3D printed turbine and made an underwater tidal environment. Showed pictures from class session.
- Thanks to all who came out to the pig roast on June 13, a few hundred in attendance, local food and music. Showed pictures of event.
- Team of volunteers at NR fair on August 16.

Project Update – Sean Brennan

- Towers will be manufactured in Trenton, NS -> 5 tower sections per turbine.
- Map of transportation route for towers avoids most of 104 and 102 by taking back roads. Tower cannot fit underneath highway 102 overpass. Report analyzes each road, highway, and turns along the route.
- Route from Exit 9 on highway 103 will be the same for all equipment -> go up Hwy 12, take Lake Lawson Rd, to New Russell Rd.
- Route was analyzed from Liverpool to site – it was determined that certain bridges need to be upgraded. Morley Bridge will be upgraded permanently at cost to the project.
- Municipality will receive the transportation management plan.
- Deliveries scheduled to begin the week of October 6th. 2-3 turbines delivered per week.
- Weather will dictate schedule, wind speeds will be limiting factor in offloading turbines and crane use. Site has 10 yrs of wind data and so we know that winter months are windiest.
- Schedule for project completion will likely get pushed into early 2015.

Questions and Suggestions:

- Have you seen cougars on site, according to a CLC member there have been sightings in the area. *Have not seen one on site.*
- Are beavers blocking culverts? *Have not run into this.*

	<ul style="list-style-type: none"> ○ Curious about components travelling on Hwy 224, local trucks travel that route. ○ Why was Rawdon Road not taken for transportation turbine towers? ACTION to ask. ○ Can the transportation management plan document become public? ACTION to ask. ○ Are the towers semi-circle or full? <i>Full circles.</i> ○ Are the same pieces delivered together on the same truck? <i>No, typically will transport one complete turbine at a time.</i> ○ How long does it take to transport the equipment? <i>½ day to full day depending on whether it's coming from Trenton or Liverpool</i> ○ Are turbines bigger at South Canoe than at Digby or Nuttby? <i>Taller towers, longer blades, bigger nacelles at South Canoe. Blades are the biggest difference.</i> ○ Suggested, extra communications for residents on Lake Lawson Rd - notify all residents on that road, go door-to-door, local radio stations. ACTION ITEM. ○ Complaint about equipment that went off the road a few weeks ago. This was not handled properly and there is concern that this will happen again. <i>Agree, did not handle communications perfectly. Turbine equipment schedule should be more formalized and organized.</i> ○ How many trucks will you bring in per day? <i>The schedule is a work in progress. One complete turbine is ten trucks. Our plan is to deliver 2-3 complete turbines per week.</i> ○ How many turbines will go through 3090 entrance? <i>Likely 11 turbines will be delivered to the eastern entrance.</i> ○ Can residents along New Russell road be notified of when turbines are being transported? <i>Suggestion that calendar be given to residents, school, hang up a post office etc. The issue is that the delivery schedule will be live and subject to change on short notice. MF will communicate with the community.</i> ○ How big is nacelle? <i>Oversized and will stop traffic along Lake Lawson and New Russell Road, there will be guide trucks with the load.</i> ○ Put notice in the Flyer for turbine transportation, conflicting with Christmas Tree season. ○ Suggestion to use GPS in trucks to identify where the deliveries are located while they are on route. The community could look at GPS map and plan their route so as to not interfere with turbine equipment. ACTION ITEM.
--	--

5. Sponsorship Fund

	<p>Suggestions from the Sponsorship Sub-Committee:</p> <ol style="list-style-type: none"> 1. Feeling that the two grants - one under and one over \$1000 - is enough each year. 2. There should be a ceiling set on the over \$1000 grant. 3. A clause should be included in the advertising that we do not accept grant applications for fund raising. ACTION ITEM. 4. The grant application and the project must remain within the boundaries as laid out in the map. 5. Applicants from previous years are welcome to apply for additional grants each year provided they meet all the criteria. 6. Desire to extend this program over the next five to ten years. <p>Revisiting School Funding:</p> <ul style="list-style-type: none"> • There was no prioritization of which nine sports programs should be funded. This should have been clearer in the application. • Mary-Frances spoke with School Principal about CLC's decision to put school's application on hold, disappointment from school Principal. John Woods and Sean Brennan then followed up with the Principal and had a good discussion.
--	--

	<ul style="list-style-type: none"> • Principal is also interested in support for non-athletics program – ie. iPads for students. • Would committee be willing to meet with her? Yes. • Family Resource Centre plays a big role in the school as well and recreation in the community, plenty of after school programs. • Concern that for sponsorship applications, a set process should be followed in which the application presents their case in writing. • Instead of creating new bike trails, a trail could be flagged at Ross Farm. • School already has mountain bikes, but of smaller size (grade 4-7 size). • Number of bikes requested was too high. • Could link the school with the Municipality’s recreation department, Family Resource Centre, and Ross Farm – are there synergies in the community already? • Can the community access the equipment during the summer? • Education Minister announced that rural schools will partner as community hubs to help support both the school and the community. • Idea to provide school \$5,000-20,000 • Don’t think canoe and rope programs are allowed to go ahead for risk reasons. • Climbing wall and bike trail to be considered. • Suggested that sponsorship should follow strategic plan of New Ross • <u>Motion to reconsider school application – moved by Merlin Gates and seconded by Janis Kinnie.</u> Discussion on the motion: <ul style="list-style-type: none"> ○ Agree that school is important to the community; however, the school should link with community. ○ Process for applications must be followed. ○ During meeting with Principal, community needs should be discussed. ○ <u>Motion for \$12,000 to be negotiated with school. Approved.</u> • Merlin Gates, John Woods, Mary-Frances Lynch, Tina Connors to meet with Principal. ACTION ITEM. <p>Micro Loan Program Update:</p> <ul style="list-style-type: none"> • Mike Wilcox is open to discuss the program with the project team. Looking to do that in the Fall and launch program thereafter. • Mico loan should be a focus as it is a sustainable piece of the sponsorship funding.
--	--

6. Round table of future topics
--

	Suggestion: George Robson should be listed as a project representative.
--	---

7. Meeting close out

	Meeting start: 6:05pm Meeting close: 8:15pm Next Meeting: September 29th, 2014, 6-8pm, Vaughan Community Hall
--	---

Minutes compiled by:	Mary-Frances Lynch
-----------------------------	--------------------

Please review Minutes for errors and omissions, and advise compiler accordingly. NOTE: Closed items will be recorded for one additional meeting, and then removed.



Meeting Agenda:

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

Vaughan Fire Hall
Hwy 14 Upper Vaughan
Monday September 29, 2014
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 July meeting minutes and outstanding action items	John Woods, Mary-Frances Lynch	6:05 – 6:20
3. Project Update a. Construction Progress b. Turbine Deliveries + Public Meeting on Sept 30 th . c. Field Trip Nov 19 th .	Roger Myette, Sean Brennan, Trevor Hennigar	6:20– 7:10
4. Sponsorship Fund Update a. School sponsorship b. Micro Loan Program c. Reporting d. Future round for grants	Sponsorship Sub- Committee	7:10 – 7:40
5. Round table discussion of future topics	CLC	7:40 – 7:55
6. Meeting close out – next meeting date November 24 th , 2014	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	September 29, 2014	
Attendance	Role		Present	Regrets
CLC Members				
Megan Davies	Local Resident		X	
Debbie Innes	Local Resident		X	
Janis Kinnie	Cottage Owner, Zwicker Lake		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, South Canoe Wind			X
Bob Hutt	Local Resident, leave of absence from CLC			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	
Jenny Pratt	Environmental Specialist, South Canoe Wind			X
John Woods	Executive Sponsor, South Canoe Wind		X	
Guests				
Roger Myette	Construction Manager, South Canoe Wind		X	
Sean Brennan	Project Manager, South Canoe Wind		X	
1. Adoption of Meeting Agenda				
	<p>Invitation to NRRDS Silent Auction, Nov 21, will share invitation with workers on-site too. Motion to adopt meeting agenda by Debbie Innes, seconded by Kerry Keddy.</p>			
2. Review of May Meeting Minutes and Action Items				
	<p>July Meeting Minutes approved by Megan Davies, seconded by Kerry Keddy.</p> <p>Review of outstanding action items:</p> <p>Why was Rawdon Road not taken for transportation turbine towers? <i>If you take Rawdon Road, you must take Hwy 14 and a turn is impossible in Vaughan.</i></p> <p>Can the transportation management plan document become public? <i>Design of trucks is proprietary information but can share maps of route and post on the website. ACTION ITEM.</i></p> <p>Suggested, extra communications for residents on Lake Lawson Rd - notify all residents on that road, go door-to-door, local radio stations. <i>Complete</i></p> <p>Suggestion to use GPS in trucks to identify where the deliveries are located while they are on route. The community could look at GPS map and plan their route so as to not interfere with turbine</p>			

equipment. *Will share tonight.*

Sponsorship Funding - A clause should be included in the advertising that we do not accept grant applications for fund raising. *MF to add to future application form. **Remain as ACTION ITEM.***

Merlin Gates, John Woods, Mary-Frances Lynch, Tina Connors to meet with Principal. *Will share more tonight.*

3. Project Update

Construction Update – Roger Myette, George Robson

- Zutphen has 27km of 30km roads roughed in
- 22 foundations complete as of Friday Sep 19, 12 left to pour, last pour October 15
- 65 pieces of equipment building roads
- Substation complete, commissioning now
- T-Line complete, will be tied in mid-October
- More new workers arriving to site weekly
- Minas' transformer is on-site and tested, second transformer comes in November
- Collection system 250 of 507 poles installed
- Warehouse on Hwy 14 to house minor components
- Acciona Wind Power now onsite
- Erection contractor – SureSpan using local cranes and union workers
- RikJak from Lunenburg broke ground on Operations and Maintenance building
- Shipment of blades, nacelles and hubs arrived in Liverpool last week
- 170,000 man hours, 200 people on site, over 200,000 man hours by end of October
- Weather is a big factor for work
- Had to use backup plan on concrete once, used South Shore Ready Mix as backup
- 9-10 hours per foundation pour

Transportation of Turbines – Sean Brennan

- Have been speaking with residents, businesses, trucking association, school board, media, etc on the turbine deliveries
- Collin Hughes' parking lot across the street to be used as a viewing location
- Monday to Friday for deliveries (ideally Mon-Thurs), schedule for first week
- Safety priority, especially on first week
- Nacelle will travel slower than blades and hubs, base tower slower than other tower sections
- Blades and tower sections will travel just below speed limit
- Larger components travelling 35-50km/h
- Learning curve on first deliveries
- Some trees will be trimmed to accommodate turbine deliveries.
- Send notice to CLC when deliveries take place on Fridays. **ACTION ITEM.**
- Each truck is equipped with GPS device to track where the truck is, public can access the GPS tracker website and link will be hosted on our website

Suggestions from CLC members for transportation meeting in New Ross:

- Put schedule upfront in presentation

- Spell out component names on slides
- Feet and meters to be included in presentation
- Times to be included for each route
- Be honest about unknowns, explain how it is a work in progress
- Communication is key, listen to crowd
- Give handout of most pertinent info at end of public meeting - make sure font is legible, double-sided handout, includes contact info.
- Mention that Megan Davies spearheaded the GPS tracking tool

Field Trip

Wed Nov 19, 1-4pm, will send out info closer to date.

Questions and Suggestions:

- Did rain storm halt work? *Yes, it was a 1 in 100 year event. 5 inches of rain in 7 hours. Lost 1 day of work.*
- No runoff issues? *No.*
- Will erection of the turbines be loud? *Less loud.*
- Suggestion to contact 95.7FM radio for sharing information on deliveries
- What about days when kids are let out early from school on some Wednesdays (every second or third Wednesday of the month). *Meeting with school board to discuss.*
- Emergency vehicles, can they get around? *Yes they can get around.*
- Have you spoken to New Ross Fire Department and Vaughan Fire Department? Give these departments the GPS tracking tool website.
- Can ambulances get redirected to another route?
- What time will you deliver turbines to site on Monday Oct 6? *During daylight hours*
- Find locations along route to view turbines. *Collin Hughes & Mike Keddy have donated space.*
- Spacing time between deliveries? *Nacelle, hub, blades one day, towers other days, ideally 25-30 minutes spacing*
- Do deliveries leave once daylight hours start from Liverpool? *Still ironing out exact times on permits. If trucks leave Liverpool at 7:15am, that means that the trucks will be in New Ross area after 9am, not interfering with school bus. May need to make adjustments with school buses. All information has been gathered from school boards and this info has been shared with AWP.*
- Do you need be a specialized truck driver to transport the turbines? *Yes, NS company Total Transport will bring turbines to site.*
- Are wires a problem for deliveries? *Some wires will be lifted.*
- Route from Trenton, exit between 102 and 224. **ACTION ITEM: SB to send to Debbie Reeves the list of side highways so she can send to Truckers Association.**
- Weather will play a role, need to be safe around weather events
- Speak with Ross Farm about interaction with construction – Steve Wagner. **ACTION ITEM.**

4. Sponsorship Fund

School sponsorship

- 12,000 awarded to school = \$10,000 for special equipment, \$2,000 for sports fees
- Great meeting with Principal

Micro Loan Program

- Oxford, Sean and Mike Wilcox discussed micro loan program
- Credit Union wants South Canoe to set up a Trust Fund and loans would be 100% backed by trust, different scenario than previously discussed
- Sub-committee did not want to decide who got the loans, the CU should decide
- Someone from Trust Fund needs to sign off
- Credit Union will decide criteria on loan and determine eligibility, but someone from SC will

	<p>need to sign off on loan</p> <ul style="list-style-type: none"> • Oxford would like sub-committee to sign off on the loans • \$1,000 minimum for loan • How to advertise this? To be flushed out more. • Trust document between Credit Union and recipient • Sponsorship committee needs to iron out details with Mike, Rick, Sean, + one rep from sub-committee. ACTION ITEM. • How much should be set-aside for micro loan program? • Confidentiality on micro loan applicants during CLC meeting discussions. <p>Reporting</p> <ul style="list-style-type: none"> • Grant reporting summary spreadsheet includes info on recipients, \$ amount awarded, status of reporting, and attached report if applicable. • Reports for under \$1,000 grants are due in November by recipients and will be sent to sub-committee then. • Will need to review quality of reports at our November meeting. <p>Future round for grants</p> <ul style="list-style-type: none"> • Micro loan program keeps sustainability of fund for long term • How does CLC see the organization of the sponsorship fund and micro loan program going long term? • Reporting plays a role in the future of the fund. Did the fund do what we wanted to do? • Committee should see reports before launching another round. <p>Comments and Questions:</p> <ul style="list-style-type: none"> • Idea to have a public meeting in the new year to share info on how the sponsorship spending has gone.
5. Round table of future topics	
	None
6. Meeting close out	
	<p>Meeting start: 6:05pm Meeting close: 8:15pm Next Meeting: Mon Nov 24th, 2014, 6-8pm, NRFRC to be announced</p>
Minutes compiled by:	Mary-Frances Lynch
Please review Minutes for errors and omissions, and advise complier accordingly.	