

Minutes

Southgate Solar LP, Community Liaison Committee Meeting #1
November 18, 2014, 6:00pm – 9:00pm

Attendees:

Name	Organization	Position
Simon Kim	SSLP/WSLP	General Manager
A. José De Armas	SSLP	Manager
Tim Smitheman	SSLP	Manager, Communications, Government and Public Relations
Paul Merkur	Gengrowth	Observers (SSLP land agent)
David Singer	Gengrowth	Observers (SSLP land agent)
Don Lewis	CLC	Member
Kent Fletcher	CLC	Member
Kathryn Roe-Guerin	CLC	Member
Peter Misener	CLC	Member
Michael Enright	Dillon Consulting	Consultant Project Manager
Karla Kolli	Dillon Consulting	CLC Facilitator
Megan Bellamy	Dillon Consulting	Note Taker

The following attended the meeting as observers: Jim Ellis (Public Works Manager, Township of Southgate); Bridgette Misener; Anna-Marie Fosbrooke (Mayor-elect, Township of Southgate); Christine Gordon (Councillor-elect, Township of Southgate); Cliff Smallacombe

Acronyms:

AA = Archaeological Assessment
AC = Alternating Current
CLC= Community Liaison Committee
CLI = Canada Land Inventory
DC = Direct Current
FIT = Feed-in-Tariff
MNRF = Ministry of Natural Resources and Forestry

MOECC = Ministry of the Environment and Climate Change
MV Station = Medium Voltage Station
NHA = Natural Heritage Assessment
REA = Renewable Energy Approval
SSLP = Southgate Solar LP
ToR = Terms of Reference

1. Introductions

- Everyone introduced themselves around the table and provided their affiliation to the project (e.g., landowner, adjacent landowners, committee members, etc.)
- Karla explained the objectives of the meeting as outlined in the Participant Workbook.

2. Role and Commitment of CLC

- The CLC is part of a larger consultation program for the project. The first public meeting already occurred in July, and there will be a second meeting open to the public anticipated to be in March or April 2015. CLC meetings are an opportunity for the CLC members to bring forward concerns of the community.
- The CLC meetings will be guided by collaboration and problem solving, we want to encourage best practices and work through issues in a collaborative manner. CLC members are to act in an advisory capacity – not a decision making body.
- It was agreed that in the event of inclement weather, the meeting could be cancelled by early afternoon on the same day. Notification of the CLC members would occur by telephone or email and the wider community could be informed by posting on the municipal/project website.
- It was suggested that the team look into advertising opportunities in the Durham and Hanover newspapers for the next CLC meeting and second public meeting for the project. Radio advertisements were also suggested.
- The CLC will meet for a minimum of 3 meetings. There is no requirement for a minimum number of members to hold a meeting.
- CLC meetings are open to public and non-members may attend as observers. If observers have concerns or questions they can raise them through the members. An agenda item will also be added to the end of each meeting to hear any additional comments from observers. This meeting procedure will allow us to focus the discussion on those who are CLC members while at the same time ensuring that the perspective of the observers is also heard.
- CLC members are encouraged to connect with people in the broader community bringing both their own and community issues to the table. Committee members are also empowered to impart knowledge they gain from meetings to the wider public.

3. Terms of Reference

- Time was provided for CLC members to review the CLC Terms of Reference.
- It was asked if the CLC will accept new members. SSLP indicated that new applications would be accepted and considered for the next meeting based on the membership criteria included in the Terms of Reference. The ToR will be updated to reflect that new members only need to sit a minimum of two meetings.
- The Mayor-elect mentioned that she would discuss an elected official representative for the CLC at the next council meeting.

- CLC meeting minutes will summarize the discussion. Draft minutes will be circulated within one week of the meeting. Final meeting minutes will be posted on the Project website within two weeks of the meeting. Final meeting minutes can be shared with the greater public since they will be considered approved by CLC members. Final minutes will form part of the Consultation Report for the Project.
- Tuesday evenings starting at 6pm is a good time for future CLC meetings. The appropriate length of CLC meetings was discussed and it was agreed that 3 hours in length is reasonable. Meetings can adjourn early if business is completed.

4. Project Update

SSLP provided an overview of the project and what has happened over the last year. Several studies were initiated in the spring and summer including environmental surveys, public and Aboriginal consultations, Stage 1 and 2 archaeological work, and draft layout of project components. Archaeological studies are expected to be completed by the end of the year. Environmental studies are complete and the NHA reporting is being drafted and will be submitted to MNRF before the end of the year.

The next step in the Renewable Energy Application process will be to release the draft REA documents. These documents will include the technical studies that have been undertaken as well as a layout of the project. Documents are expected to be released to the municipalities before the end of the year and to the public at least 60 days before the second public meeting.

The following summarizes the questions and discussion about the project details at the meeting:

- **Project Location:** The draft project location maps in the workbook were used to orient people to the project. It was noted that the project location boundary has been refined based on identified constraints. In some instances the project fence marks a smaller area than the project location. The expectation is that the solar panels will be within the fence line; however the area between the fence and red project location boundary could be used, if necessary, for flexibility. It was noted that the mapping provided is draft as work is still underway to confirm the location of project components.
- **Security Lighting:** There was a question on the extent of security lighting. It was confirmed that security lighting would be in place around the substation area and at the Project Location entrances. The substation and entrance locations are still being confirmed and will be included in the REA documents.
- **Agricultural Soils:** Lands within the project location are Canada Land Inventory (CLI) Class 4-7 soils. In order to protect prime agricultural areas, renewable energy projects are not permitted on soils identified as CLI Class 1, 2, or 3. In areas where there are

parcels that have both Class 1-3 and Class 4-7 soils, components can only be placed on areas with Class 4-7 soils. The CLI classifications are based on a variety of factors.

- **Topography:** The topography of the land will remain similar to present conditions after construction. It is not anticipated that significant grading of the land will be required. SSLP is also working with landowners to explore the possibility for sheep grazing once the facility is operational.
- **Potential Impact to the Aquifer:** It was asked whether the installation of the panels will impact groundwater. The posts to be installed as part of the solar racking system (piles) will be secured in place using grout or concrete to seal the piles into the ground. This also prevents overland flow from getting into the holes thus minimizing potential for contamination.
- **Size of Project Components:** Medium Voltage (MV) Stations are approx. 11' by 24' and are where DC to AC conversion will occur.
- **Stormwater Management and Erosion:** A preliminary stormwater management plan will be developed to ensure that post-construction stormwater flows are as close to pre-construction stormwater flows as possible. There is no intention to have infrastructure in the ground (e.g. culverts, or ponds) to divert stormwater. It was also confirmed that the ground beneath the panels will be planted to minimize the localized erosion impact from water dropping off the panels. The preliminary stormwater management plan will include recommendations for erosion and sediment control measures.
- **Agricultural Use:** Two of the CLC members (Don Lewis and Kent Fletcher) traveled to England to view some solar facilities in the UK and explore the potential to maintain agricultural use of the land (i.e., sheep grazing) during facility operations. A report to document their experiences has been prepared and shared with SSLP. It was agreed that the report would be shared with the group. Based on their research it has been posed to SSLP that sheep grazing be considered to allow this land to remain in agricultural use. This would require a panel height to allow for sheep to graze and a fence that is dug into the ground to minimize potential for predators. SSLP is currently working with the landowners to see if this can be accommodated.
- **Visual Impact:** CLC members expressed that it is difficult for the community to understand the project without some visual representation of what they will see. SSLP will provide a drawing/graphic of what the panel racking system is expected to look like, what panels will look like and what visual impacts can be expected. It was noted that the access roads between panel arrays will be approximately 6 m wide.
- It was suggested that the Township and SSLP consider working together to provide vegetation that could act as both a "live snow fence" and screening for the solar farm.
- It was expressed that anti-climb fences like those used in England were much more palatable to look at than chain link fences with barbed wire on top. It was noted that alternate fencing is possible but it will have to meet the requirements of the Electrical Safety Authority.

- **Municipal Agreements:** SSLP has entered into two agreements with Township of Southgate:
 - Community Benefit Agreement – this agreement included the establishment of this CLC. CLC’s are typically established as a requirement of REA approval; however this CLC has been established during the application stage. Early consultation ensures that potential concerns can be brought to the attention of the proponent and considered as part of the application.
 - Road Use Agreement – this agreement dictates SSLP’s commitment to repairing construction damage to the local roads. This is preliminary in nature and will not be executed until closer to construction.

It was agreed that easy access to documents related to this project is important to provide transparency. SSLP will contact the Township to confirm if these documents are easily accessible on the Township website and either post the documents or post a link to them on the Southgate Solar Project website.

5. Summary of Action Items

Action Item	Deadline
Meeting minutes to be distributed to CLC members for review and comment within one week of the meeting.	November 25, 2014
CLC members to provide comments on meeting minutes. If no comments are received it is assumed that the minutes are accepted.	December 2, 2014
Final meeting minutes to be distributed back to members and posted on the Southgate webpage within two weeks of the CLC meeting.	December 2, 2014
Follow up with the Township of Southgate regarding accessibility of Community Benefit Agreement and Road Use Agreement.	Week of November 24, 2014
Provide photos/graphics of proposed racking system, panel type, etc. to CLC members.	To be provided to CLC members by the end of this year.
Update CLC ToR to reflect that new members would only be required to sit a minimum of two (2) meetings.	Revised ToR to be provided with final version of meeting minutes.
Drawings or details about the project to be distributed to CLC members as they become available.	As available.