

## Minutes

### Southgate Solar LP, Community Liaison Committee Meeting #2 February 17, 2015, 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)
Don Lewis	CLC	Member
Kent Fletcher	CLC	Member
Kathryn Roe-Guerin	CLC	Member
Peter Misener	CLC	Member
Christine Gordon	CLC	Member (Township of Southgate)
Jim Ellis	CLC	Member (Public Works Manager, Township of Southgate, Road Authority Committee)
Brian Milne	CLC	Member (H. Bye Construction / Aggregates assets adjacent to the Project Location)
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: Lynn Lewis, Merv Lewis, Gabriella Pinto, Bridgette Misener, Louise Morfitt-Hall, Paul Stephenson, and John McCarthy.

Acronyms:

CLC = Community Liaison Committee  
 DOR = Design and Operations Report  
 EBR = Environmental Brownfield Registry  
 EPC = Engineering, Procurement and  
 Construction

ESA = Electrical Safety Authority  
 HONI = Hydro One Networks Inc.  
 MOECC = Ministry of the Environment and  
 Climate Change

MTCS = Ministry of Tourism, Culture and Sport

MV Station = Medium Voltage Station

PM#2 = Public Meeting #2

REA = Renewable Energy Approval

ROW = Right-of-way

SSLP = Southgate Solar LP

SSP = Southgate Solar Project

SWM = Stormwater management

### **1. Welcome**

- Karla Kolli went through the meeting agenda and explained that observers could provide questions at the end of the meeting. The objectives of the meeting were to review the action items from the previous meeting, provide an update on the Project and the draft REA documents, and an overview of proposed visual mitigation.

### **2. Review of Actions from the first CLC Meeting**

- The CLC Facilitator and note-taker had indicated that draft meeting minutes will be sent out to the members within one week of the meeting. The CLC members are to provide comments on the meeting minutes and final minutes will be distributed within two weeks of the meeting. One of the CLC members commented that it is still difficult to find information related to agreements on the Township of Southgate website.
- The final meeting minutes from the first CLC are on the SSP website. The CLC team will ensure that the minutes are distributed to the Mayor after the second CLC meeting.
- The CLC team and SSLP were asked to consider different advertising alternatives, including the Hanover newspaper, Wellington Advertiser, the Independent Plus and the Bizbull. The team was also asked to improve legibility and scale of the map included with the newspaper notice.
- The CLC members agreed that the previous meeting minutes should be ratified during the subsequent meeting. The members agreed that the minutes from the first CLC are considered final.
- Jim Ellis from the Township of Southgate and Brian Milne were added as CLC members. Further discussion will take place offline to discuss who from the Township should be part of the committee since Councillor Gordon was selected by Council to represent the Township.

### **3. Southgate Solar Project (SSP) Update**

- Since the last CLC meeting, the field studies have been finalized. All field studies required under the REA process were completed as of December 1, 2014. There will be some seasonal studies for reptiles and birds occurring in the spring of 2015. SSLP may have to complete Stage 3 and/or 4 archaeological assessments; however this decision will be made at a later date and will conform to MTCS guidelines. The timing of review for draft REA documents (e.g., at least 90 days prior to PM#2 for municipalities, between 60-90 days prior to PM#2 for Aboriginal communities and at least 60 days prior to PM#2 for the public) was outlined for the committee members. The Township of Southgate and Grey County have

had the draft REA documents for review since December 19, 2014, Aboriginal communities have had the documents for review since January 9, 2015, and the documents have been publicly available since January 19, 2015. PM#2 will take place on March 20, 2015.

- SSLP is hoping to have completed Municipal Consultation Forms from the Township and County prior to submission of the REA application to the MOECC. The current project schedule has the REA submission to MOECC by mid-April at the latest. SSLP is hoping to get REA approval towards the end of 2015. Once the REA is approved, SSLP will go through a general selection process to hire their EPC contractor and after that, they will establish the third CLC meeting. It is proposed that the third CLC meeting occur after REA is approved by the MOECC.
- The public and CLC members will be notified when project is posted on the EBR. SSLP will also consider other methods of notification.
- Dillon explained the conceptual layout of the project, the locations of components and the different receptors (residences) shown on the mapping. The green receptors indicated existing residences. The yellow receptors indicated residences owned by landowners participating in the project (e.g., with components to be installed on their property). The purple receptors indicated potential future residence locations for the purpose of having a worst-case noise modelling scenario. This is the first draft of the conceptual layout that has been made publicly available. One of the CLC members asked to be provided with the exact wording around the placement of vacant lot noise receptors.
- The CLC members mentioned that there have been challenges in downloading the reports from the SSLP website due to the local Internet bandwidth and the resolution of the files.

#### **4. Discussion of REA Draft Release Documents**

- SSLP provided an overview of the conceptual layout, specifically where the panels and MV Stations would be located. It was explained that the layout showed components in excess of what is required for a 50 MW facility in order to provide flexibility for the placement of components at the time of construction.
- Dillon will look into ways to improve the legibility of this mapping for PM#2.
- Dillon provided an overview of the REA documents, and explained that there is a short summary of reports in CLC workbook as well as a more detailed summary document in Appendix A of the workbook. Dillon summarized the content of each of the REA reports (Project Description Report, Construction Plan Report, Design and Operations Report, Decommissioning Plan Report, Natural Heritage Assessment (4 reports), Water Reports (2 reports), Noise Study Report, Preliminary Stormwater Management Plan, Cultural Heritage Assessment and Stage 1 and 2 Archaeological Assessments). It was explained that the PDR is a summary of the REA application.

#### **General Comments**

- It was suggested that an additional scale be added to the mapping for PM#2 (e.g., 1 cm = 100 m).

- Gengrowth explained that the REA process is governed by the Province of Ontario, and not by the Planning Act and that amendments to zoning are not required.
- It was asked how proponents obtain a list of Aboriginal communities to consult with. For the REA process, the Duty to Consult lies with the Crown (in this case, the MOECC). One of the first steps in the REA process is to submit an initial PDR to the MOECC so they can determine which Aboriginal communities should be consulted about the project.
- In general, some comments were made about the location of mapping within the documents not being intuitively connected to the topic being discussed. One of the CLC members will provide specific comments on this. It was suggested that Dillon consider adding hyperlinks to the final electronic versions of the reports.

### **Conceptual Project Layout (Design and Operations Report)**

- SSLP explained that cabling would be underground with the exception of within municipal ROWs where they may be above-ground. SSLP explained that the above ground cabling within the ROW would be through a joint-use agreement with HONI. The existing poles along the ROW may require replacement by HONI, so there is opportunity for SSLP to partner with them to route the power to be produced by this project. There is potential for the poles to be larger and higher and there may also be an increase in the number of visible lines. Dillon and SSLP will aim to provide examples of what this could look like in time for PM#2.
- Dillon explained the noise receptors and setbacks shown on the mapping (50 m, 120 m and 300 m). SSLP outlined the FIT setback requirements for solar facilities, which includes a 20 m setback from non-participating property lines, a 20 m setback from public ROWs and 100 m setback from the centre point of residences. The 100 m setback from the centre point of residences can be adjusted if there is a written agreement with the landowners.
- The CLC team was asked about the requirements for the perimeter fence. It was explained that wording has been left open in the REA documents but that ultimately the fence would need to be constructed in accordance with Electrical Safety Authority requirements. It was suggested that Dillon and/or SSLP contact the ESA to see if the fencing requirement could be adjusted.
- It was noted that the height of the panels seemed low to accommodate sheep grazing underneath and that a height of 800 mm is used in Europe. The height of the panels may also need to be reconsidered due to the amount of snow fall in the winter, as this may also reduce the distance between the panels and the ground. Dillon will discuss this internally with their engineering team.
- The Township of Southgate wishes to participate with SSLP and HONI related to discussions around pole upgrades and replacement that may also include poles that may be affected due to road construction changes, such as cut and fill for holes.

### **Preliminary Stormwater Management Plan**

- It was explained that a conceptual SWM plan had been completed as an appendix to the DOR, but that a detailed design plan would be developed post REA and prior to the start of

construction. One of the CLC members indicated they would be sending detailed SWM questions to the project team for consideration.

- It was recommended that pre-seeding would help with potential stormwater impacts and that seeding done after grading would avoid crop losses. SSLP indicated that if this seeding were to occur, it would take place in the spring of 2016 at the earliest.

### **Construction Plan Report**

- One of the CLC members asked about traffic and haul routes for equipment during construction. Dillon explained that a common condition of a REA approval is the completion of a Traffic Management Plan so that the proponent and host municipality can enter into a Road Use Agreement. This process typically includes an assessment of current road conditions so that damages caused by the project can be easily identified. This would also include the process of determining haul routes for equipment and who would be responsible for funding repairs and or upgrades to local infrastructure.
- It was asked if wayside permits could be obtained to use existing aggregate for the construction of internal access roads. It was also asked when the final racking system would be selected. Both these decisions will be made at a later date, post REA approval, likely by the EPC contractor.
- Concern was expressed that conversations between the Township and SSLP regarding traffic work may need to occur ahead of REA approval by the MOECC. SSLP indicated they would meet with the Township to discuss this soon. The CLC members mentioned that they would like to be kept informed of any road work to be done. The Township indicated that notification of nearby landowners was already part of their process for road work.
- It was asked if SSLP would require their EPC contractor to preferentially hire local labourers during construction. SSLP confirmed that EPC contracts for other projects have asked that the selected EPC contractor hire locally.
- The Township of Southgate would like to have consultation regarding the road use and haul routes in the Spring of 2015, as some road issues may need to be addressed in 2015 if an early 2016 road use is desired.

### **Decommissioning Plan Report**

- The project team was asked about decommissioning of the project and how this would be funded if SSLP were to go bankrupt. Gengrowth explained that there would still be significant value in the actual equipment and components, even at the end of the 20 year power purchase agreement. It was also suggested that there may be a Provincial fund to cover the cost of decommissioning in the event of proponent bankruptcy. Dillon will follow up with the MOECC to confirm this. It was asked if trees planted for visual mitigation would be removed at the time of decommissioning. Those details would be determined at that time in consultation with the landowner.

### **Archaeology and Cultural Heritage**

- During the explanation of the Cultural Heritage Assessment report, it was asked how cultural heritage features are identified. In the case of SSP, a subconsultant was hired to complete this work. In general, they would consult historic documents, contact municipalities and the Ontario Heritage Trust to identify potential built heritage features (e.g., an old barn) or cultural heritage landscapes.
- It was asked what restrictions there were for farmers if archaeological finds were identified on their properties. SSLP indicated that farmers could continue current activities on their land; but there are specific development requirements for larger construction projects.

### **5. Presentation of Graphics for Solar Facilities**

- Dillon and SSLP provided an overview of the information shown on the photographic simulations and mentioned that 1-2 year mitigation views would be added in time for PM#2. Suggestions were given to improve the simulations:
  - Contact Kathryn Roe-Guerin and Peter Misener about taking photos from their properties. There will be a Landscape Architect visiting the Misener's and Kathryn Roe-Guerin over the next couple weeks to discuss how to mitigate their view. Include a separate key map showing all simulation locations for PM#2.
  - Add property numbering to photo simulations.
- A Landscape Architect will be meeting with those identified as having their viewshed impacted by the solar facility from their residence. Based on those meetings, additional simulations may be created.
- Consider the idea of installing vegetative mitigations along the public ROW (on private property where SSLP have secured access rights under a lease agreement) so it can also serve as a live snow fence.
- SSLP indicated they would be considering requests for additional photo simulations on a case-by-case basis. SSLP has completed landscape plans for each of their projects. For example, the Kingston Solar Project had vegetative plantings 1.5-3 m wide (staggered).
- It was suggested that existing and mitigated views from Kathryn Roe-Guerin and the Misener's property should be presented at PM#2. It was identified that there may not be enough time between the CLC meeting and PM#2 to complete this task.
- It was suggested that the photographic simulations show two options: one near the perimeter fence and one near the property edge. Dillon suggested that this was a significant undertaking and it would be better to collect comments from the PM#2 and complete the revisions once, based on the consensus of comments received.
- Changes to the taxation base were discussed. It was highlighted that although the zoning of the property doesn't change, areas where equipment is installed will have a higher tax rate. This will result in an increase in taxes for the Township.

**6. Next Steps**

- Draft minutes will be circulated to the CLC members within one week of the meeting.
- Final minutes will be circulated and posted on the SSP website within two weeks of the meeting.
- The second public meeting will occur on March 20, 2015 at the Egremont Optimist Club.

**7. Summary of Action Items**

Action Item	Deadline
Distribute draft meeting minutes to CLC members for review.	February 24, 2015.
Distribute final meeting minutes to the Mayor of the Township of Southgate and CLC members.	March 4, 2015
Consider additional advertising opportunities for the second Public Meeting and CLC#3. Suggestions included Hanover Newspaper, Wellington Advertiser and Bizbull.	February 27, 2015.
Improve legibility of mapping for Second Public Meeting (various suggestions related to scale, symbols, size, etc.)	This will be incorporated into the preparation of display panels for PM#2.
Provide an estimate from HONI regarding the height of hydro pole replacements along municipal ROW.	March 4, 2015.
Provide exact wording regarding placement of vacant lot noise receptors to Kent Fletcher.	This will be provided along with responses to other comments/questions on the REA reports. It is anticipated that these responses will be provided during the week of March 2, 2015.
Discuss fencing options with Electrical Safety Authority (ESA).	Prior to PM#2 on March 20, 2015.
Discuss height of panels with engineers. 800 mm height suggested.	Prior to PM#2 on March 20, 2015.
Follow up with Ministry of Energy / IESO – is there a fund to cover decommissioning costs?	Prior to PM#2 on March 20, 2015.
Landscape Architect to follow up with adjacent landowners to set up a time to meet and discuss potential visual impacts of the project.	Prior to PM#2 on March 20, 2015.

<b>Action Item</b>	<b>Deadline</b>
Consider improvements to final REA documents including ways to reorganize and better link the text with figures. Ensure consistency in the way locations/properties are referenced.	Prior to submission of final REA application to MOECC (expected mid-April 2015).
Discuss haul routes with the Township of Southgate.	Prior to submission of final REA application to MOECC.
Improve mapping for public notices.	Week of February 23, 2015 (changes to be incorporated into 2 <sup>nd</sup> Notice of PM#2).
Revise visual simulations (various suggestions related to large key map, 1-2 year mitigation, property numbers, etc.)	Prior to PM#2 on March 20, 2015.
Notify CLC of EBR posting.	After MOECC has completed their completeness review of the REA application (anticipated June 2015).
Provide visual representation of hydro corridor poles and poles to be installed along municipal ROW.	Material to be available for PM#2 on March 20, 2015.
Inform landowners of road construction works.	As it occurs.
Consider opportunities to seed fields after grading and prior to construction.	Prior to submission of final REA package to MOECC.