

Regional Community Liaison Committee Annual Report – 2017

*Site C Clean Energy Project
March 29, 2018*

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1 Background

The Site C Clean Energy Project (the Project) is a hydroelectric dam and generating station under construction in northeast B.C. Construction started in July 2015 and will be in service in 2024. The Project will help meet future electricity needs by providing 1,100 megawatts of dependable capacity, and producing about 5,100 gigawatt hours of energy each year — enough to power the equivalent of 450,000 homes per year. Once built, the Project will be a source of clean, reliable and cost-effective electricity in B.C. for more than 100 years.

The key components of the Project are:

- Access roads and a temporary construction bridge across the river, at the dam site.
- Worker accommodation at the dam site.
- Upgrades to 240, 269, 271 and Old Fort roads.
- The realignment of six segments of Highway 29.
- Two temporary cofferdams across the river to allow for construction of the earthfill dam.
- Two new 500 kilovolt transmission lines connecting Site C to the Peace Canyon Substation, within an existing right-of-way.
- Shoreline protection at Hudson's Hope, including upgrades to DA Thomas Road.
- An 800-metre roller-compacted-concrete buttress to enhance seismic protection.
- An earthfill dam, approximately 1,050 metres long and 60 metres high above the riverbed.
- A generating station with six 183 MW generating units.
- An 83-kilometre-long reservoir that will be, on average, two to three times the width of the current river.

1.1 Environmental Assessment Certificate Conditions

The Regional Community Liaison Committee (RCLC) is a key information and notification tool that is identified in the Site C Construction Communication Plan (see [Construction Environmental Management Plan, Appendix C – Construction Communication Plan, Section 3.2 Information and Notification Tools](#)). The Site C Construction Communication Plan was developed in accordance with Conditions 39, 43 and 72 of the Environmental Assessment Certificate (EAC), and guides construction communications and community relations during the construction phase of the Project. The RCLC has been implemented in order to meet the objectives set out in the Site C Construction Communication Plan.

Construction began on the Project on July 27, 2015 and the RCLC held its first meeting on March 11, 2016. The Regional Community Liaison Committee Annual Report (the Report) provides a review of the Committee meetings held from January 1, 2017 – December 31, 2017, which covers the second calendar year following the Committee's establishment.

Table 1. Overview of EAC Condition 72

Condition Number	Condition	Plan Reference
EAC Condition 72	<p>The EAC Holder must manage effective communications for the Project by implementing measures in communication plans and a business participation plan.</p> <p>The following communication and participation plans are to be developed and implemented:</p> <ul style="list-style-type: none"> • Business Participation Plan; • Construction Communication Plan; and • First Nations Communication Plan. <p>Each plan in addition to plan specific conditions identified in this document will include:</p> <ul style="list-style-type: none"> • Clear Statement of Objectives; • Audiences; • Key activities and tools; and • Annual summary reporting. 	<p>BC Hydro is meeting this condition.</p> <p>The following plans have been developed (dated June 5, 2015) and are actively being implemented.</p> <ul style="list-style-type: none"> • Business Participation Plan; • Construction Communication Plan; and • First Nations (Aboriginal) Communication Plan.

1.2 Community Agreements

BC Hydro is working with communities to reach agreements that will provide lasting benefits for residents in the Peace region. To date, BC Hydro has reached a regional legacy benefits agreement with the Peace River Regional District and its member communities and community agreements with the District of Chetwynd, City of Fort St. John, District of Hudson’s Hope and District of Taylor.

A regional community liaison committee was proposed in the following agreements between BC Hydro and communities in the Peace region:

- [District of Chetwynd Community Agreement](#)
- [City of Fort St. John Community Measures Agreement](#)
- [District of Taylor Community Agreement](#)

BC Hydro is meeting its commitment under these agreements by establishing the RCLC and implementing the Committee for the duration of Project construction.

2 Regional Community Liaison Committee

BC Hydro is engaging key municipal, regional and provincial government stakeholders to ensure they are kept up-to-date on the status of the Project. The Regional Community Liaison Committee (RCLC) replaces the Regional and Local Government Liaison Committee (RLGC) that was established in 2010. The RLGC met for the last time on July 16, 2014.

BC Hydro established the RCLC during Project construction to foster dialogue between BC Hydro, Peace region municipal and regional government officials, Peace region provincial government officials and Indigenous groups. The RCLC is an advisory forum for members to receive information about project construction, mitigation and compliance reporting, and to bring forward community interests, issues and concerns about the Project.

Two RCLC meetings were held in 2017 in Fort St. John. A list of the meetings can be found in Section 2.2. The Terms of Reference for the RCLC specify a minimum of four meetings a year. In consultation with the RCLC members, BC Hydro held only two meetings in 2017 based on the timing of the government's review of the Project. BC Hydro held the next meeting in January 2018 after a decision on the Project by the government in December 2017.

In addition to the RCLC, BC Hydro will continue to meet directly with municipalities to implement individual community agreements and engage with key municipal staff to discuss specific issues of interest.

2.1 RCLC Purpose, Funding and Composition

The complete Terms of Reference for the Regional Community Liaison Committee (RCLC) can be found in Appendix A. An amendment to the Terms of Reference, section 3.6.5 Annual Report, was approved at the September 2017 Regional Community Liaison Committee meeting.

2.1.1 Purpose

The purpose of the Regional Community Liaison Committee is:

- To bring representatives from the Peace River region including regional government, local government, MLAs and First Nations together with BC Hydro project officials in a regular forum to discuss the Project.
- To facilitate timely information exchange to ensure accurate information regarding the Project, in particular construction activities and schedules, mitigation measures, procurement and employment, is available to communities during Project construction.
- To provide a forum for BC Hydro and community representatives to discuss and address local interests, enquiries and concerns in a timely and cooperative manner, subject to financial, technical and schedule constraints.

2.1.2 Funding

BC Hydro pays for meeting venue costs and refreshments. BC Hydro provides a Coordinator to manage meeting logistics and committee records.

2.1.3 Composition

The RCLC includes the representative listed below. Members of the committee are those representatives who respond to the invitation to participate in the RCLC and attend meetings regularly or send a delegate.

BC Hydro representatives (or delegate):

- Chair, Environmental, Aboriginal Relations, Public Affairs Director, Site C

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- Site C Construction Management Representative
- Site C Community Relations Manager
- RCLC Coordinator
- Technical experts, as needed

Community representatives (Mayor, Chief or other elected delegate)¹:

- MLA, Peace River North
- MLA, Peace River South
- Blueberry River First Nation
- District of Chetwynd
- City of Dawson Creek
- Doig River First Nation
- City of Fort St. John
- Halfway River First Nation
- District of Hudson's Hope
- McLeod Lake Indian Band
- Peace River Regional District
 - Electoral Area 'B'
 - Electoral Area 'C'
 - Electoral Area 'D'
 - Electoral Area 'E'
- Village of Pouce Coupe
- Sauleau First Nation
- District of Taylor
- District of Tumbler Ridge
- West Moberly First Nation

2.2 RCLC Meetings in 2017

Two RCLC meetings were held in 2017 in Fort St. John:

- March 10, 2017
- September 6, 2017

¹ To date, the following Indigenous groups have participated in the Regional Community Liaison Committee (RCLC): Blueberry River First Nation, Doig River First Nation and McLeod Lake Indian Band. Invitations to participate in the RCLC continue to be extended to: Halfway River First Nation, Sauleau First Nation and West Moberly First Nation.

Appendix A: Terms of Reference

BC Hydro Site C Clean Energy Project Terms of Reference: Regional Community Liaison Committee FINAL June 2016 (AMENDED September 2017)

1. Introduction

In 2010, BC Hydro established the Regional and Local Government Liaison Committee (RLGC). This Regional Community Liaison Committee (RCLC) replaces the RLGC for the Site C Clean Energy Project (Project) to provide a forum for BC Hydro and elected officials to share information and discuss community interests, enquiries and potential benefits related to the Project. The RLGC met for the last time on July 16, 2014.

BC Hydro has established the RCLC during Project construction to foster dialogue between BC Hydro, Peace region local governments and First Nations. The RCLC will provide awareness of construction activities, construction schedules, local interests, enquiries and concerns, and encourage participation and input from RCLC representatives. The RCLC will be an advisory committee to BC Hydro.

2. Purpose

- 2.1. To bring representatives from the Peace River region including regional government, local government, MLAs, and First Nations together with BC Hydro project officials in a regular forum to discuss the Project.
- 2.2. To facilitate timely information exchange to ensure accurate information regarding the Project, in particular construction activities and schedules, mitigation measures, procurement and employment, is available to communities during Project construction.
- 2.3. To provide a forum for BC Hydro and community representatives to discuss and address local interests, enquiries and concerns in a timely and cooperative manner, subject to financial, technical and schedule constraints.

3. Meeting Logistics

- 3.1. **Chair:** RCLC meetings will be chaired by a BC Hydro senior manager for the Project.
- 3.2. **Co-chair:** RCLC meetings may be co-chaired by a representative, as determined by representatives at the end of a preceding meeting. Co-chairs will bring forward specific community issues to lead discussion at the following RCLC meeting.
- 3.3. **Venue:** RCLC meetings will be held in Fort St. John, but also rotate to member communities at the discretion of representatives. A venue will be recommended by the host community or BC Hydro. BC Hydro will be responsible for making the meeting arrangements (see section 5.2). Teleconference options will be provided whenever possible at the venue.
- 3.4. **Schedule:** The RCLC will meet at least four times per calendar year, and up to monthly, during Project construction, as determined by the RCLC or at the call of the chair. During the first year the RCLC will meet at least six times.

3.5. Expenses: BC Hydro will pay for meeting venue costs and refreshments. BC Hydro will provide a Coordinator to manage meeting logistics and committee records, as described below.

3.6. Committee Records: BC Hydro will provide a Coordinator to manage the distribution of materials as described below (dates may vary due to statutory holidays).

3.6.1. **Agendas:** The draft Agenda will be circulated a minimum of 14 days prior to the meeting. Representatives will be able to provide comments and recommend agenda items. The final Agenda will be distributed to representatives at the meeting; however the Agenda can be adjusted at the meeting at the request of the representatives.

3.6.2. **Meeting materials:** All representatives will strive to send meeting materials 7 days in advance of meetings.

3.6.3. **Reporting:** BC Hydro and/or its contractors will provide data on employment (PRRD, BC, Rest of Canada and Aboriginal), contractors and sub-contractors, and enquiries to the RCLC.

3.6.4. **Meeting Summary:** The Coordinator or an alternate will attend meetings and prepare a draft meeting summary which will be distributed to representatives for comment. Representatives will have 7 days to provide comments and accept the summary notes after which the draft version will be deemed final and distributed to the committee. If any comments are conflicting they will be reviewed at the next RCLC meeting before a final version is distributed.

3.6.5. **Annual Report:** The Coordinator will prepare an annual report of the committee approximately 90 days after January 1 of each year covering the calendar year prior to that date. The annual report will include the activities, materials and summary of meetings from the prior year. This will allow the report to reflect meetings held in the initial 12 months and provide three months to draft and issue the annual report.

3.6.6. **Public Posting of Records:** Meeting summaries and presentations will be posted on the Project website except those identified by the committee as sensitive or confidential. The annual report of the committee will be posted on the Project website.

3.6.7. **Reporting Templates:** Templates for regular reporting to the committee on project employment, regional business involvement, and project enquiries will be developed and shared with the Committee, and will include information on how reports will be shared by the committee with the public.

3.7 Communications and Confidentiality

3.7.1 **Media Spokesperson:** The BC Hydro Site C Community Relations Manager will be the BC Hydro media spokespeople on issues relating to the RCLC. BC Hydro will not speak on behalf of representatives and any joint announcements or releases will be reviewed by all RCLC representatives prior to issuance.

3.7.2 **Confidentiality:** The general public and the media are not permitted to attend meetings. To foster open dialogue between representatives, information shared during general discussions of the committee will be kept confidential. BC Hydro project updates, project information (including data on employment and

contractors/sub-contractors) and enquiry responses (with identifying information removed) shall not be considered confidential unless indicated.

4. Membership

The RCLC will include the following representatives, which may change as staffing, roles or elected officials change. Committee representatives may designate another elected representative as a delegate, if they are unable to attend. Members of the committee are those representatives who respond to the invitation to participate in the RCLC and attend meetings regularly or send a delegate.

4.1 BC Hydro representatives (or delegate):

- Chair, Environmental, Aboriginal Relations, Public Affairs Director, Site C
- Site C Construction Management Representative
- Site C Community Relations Manager
- RCLC Coordinator
- Technical experts as needed

4.2 Community representatives (Mayor, Chief or other elected delegate):

- MLA for Peace River North
- MLA for Peace River South
- Blueberry River First Nations
- District of Chetwynd
- City of Dawson Creek
- Doig River First Nation
- City of Fort St. John
- Halfway River First Nation
- District of Hudson's Hope
- McLeod Lake Indian Band
- Peace River Regional District
 - Electoral Area 'B', Peace River Regional District
 - Electoral Area 'C', Peace River Regional District
 - Electoral Area 'D', Peace River Regional District
 - Electoral Area 'E', Peace River Regional District
- Village of Pouce Coupe
- Saulteau First Nations
- District of Taylor
- District of Tumbler Ridge
- West Moberly First Nations

4.3 Invited Guests

- 4.3.1 Each community may appoint one senior staff person, for example, the Chief Administrative Officer, to observe RCLC meetings and to provide support to the representative.
- 4.3.2 Representatives may invite additional staff or technical advisors to RCLC meetings, to deal with certain agenda items, with prior discussion and agreement of the Chair.

The Chair will advise the RCLC of any invited guests through issuance of the final agenda in advance of the meeting the purpose or role of the technical advisor.

- 4.3.3 Public requests to attend or present to the RCLC will be referred to their respective elected representatives who can bring their interests, enquiries or concerns to the RCLC.

4.4 Duration of the RCLC

- 4.4.1 The RCLC will meet throughout the construction of the Project. Prior to operations, the RCLC will discuss options for liaison during Project operations, including potential to merge this committee with other BC Hydro local committees.

5. Summary of Responsibilities

5.1 BC Hydro Chair will:

- 5.1.1 facilitate discussion to achieve committee purposes and to promote a balance of views
- 5.1.2 seek input from RCLC, make recommendations to Project team members and report on how RCLC feedback has been taken into consideration
- 5.1.3 guide the development of the meeting agendas, reflecting the input received from representatives (see section 4.4)
- 5.1.4 assign a BC Hydro Coordinator as a resource to the RCLC

5.2 BC Hydro Coordinator will:

- 5.2.1 arrange and ensure representatives are notified of RCLC meeting dates and location
- 5.2.2 manage records as described above (section 3.6)
- 5.2.3 arrange meeting venues and logistics

5.3 Elected members will:

- 5.3.1 attend meetings, suggest agenda items and actively participate in discussions
- 5.3.2 report enquiries, interests and concerns of their community or constituency to the RCLC related to the construction of the Project, including public requests referred to them (section 4.3.3)
- 5.3.3 communicate to their community or constituency in a timely manner about Project information shared at the RCLC and distribute meeting materials to their organizations as needed

5.4 Decision-Authority

- 5.4.1 BC Hydro is legally responsible for decisions regarding the development and implementation of the Project.
- 5.4.2 The RCLC is an information-sharing committee and is advisory to BC Hydro. BC Hydro will take into consideration the input from the RCLC with respect to the Project.

Appendix B: Regional Community Liaison Committee Meeting Agendas and Meeting Summary Notes

List of meetings in 2017 by date:

Date	Location
March 10, 2017	Fort St. John
September 6, 2017	Fort St. John

**Site C Clean Energy Project
Regional Community Liaison Committee**

Friday, March 10, 2017
10:30am – 1:00pm MST
Lunch will be served 12:30pm – 1:00pm

Northern Grand – Grand 2
9830 100 Avenue, Fort St. John

AGENDA

1. Opening & Introductions

- *If you are attending the meeting via teleconference, please dial-in at this time.* 10:30 AM
- *Invited guests include councillors and senior staff from the District of Chetwynd.*

2. Review of Agenda & Action Items 10:40 AM

3. BC Hydro Project Update

- Construction Update 10:50 AM
- Jobs and Businesses Update

4. Public Enquiries & FAQ report 11:30 AM

5. Community Concerns and Solutions Discussion 11:35 AM

- *Agenda items raised by Committee members*

6. Roundtable 11:45 AM

7. Next Steps

- Next meeting date 12:25 PM
- Next meeting agenda items

Conference call details:

Will be provided in a separate email to Committee members

Site C Clean Energy Project

Regional Community Liaison Committee Meeting

Meeting Summary
 March 10, 2017, 10:30am to 1:00pm
 Fort St. John

ATTENDEES <i>Regional Community Liaison Committee Members</i>	Brenda Apsassin, Blueberry River First Nations Louise Cardinal, Blueberry River First Nations Jane Calvert, Blueberry River First Nations Mayor Merlin Nichols, Chetwynd Doug Fleming, CAO, Chetwynd Mayor Lori Ackerman, Fort St. John Dianne Hunter, City Manager, Fort St. John Tom Matus, CAO, Hudson's Hope Area B Director, Karen Goodings, Peace River Regional District Area C Director Brad Sperling, Peace River Regional District Mayor Lorraine Michetti, Pouce Coupe Councillor Andre Lavoie, Pouce Coupe Charlette McLeod, CAO, Taylor Edie Thome, BC Hydro Dave Conway, BC Hydro Bob Peever, BC Hydro Nancy Pepper, BC Hydro Wendy Laluk, BC Hydro
ABSENT WITH REGRET	MLA Pat Pimm, Peace River North Georgia Green, Constituency Assistant, Peace River North MLA Mike Bernier, Peace River South Cindy Fisher, Constituency Assistant, Peace River South Mayor Dale Bumstead, Dawson Creek Duncan Redfern, CAO, Dawson Creek Cec Heron, Doig River First Nation Councillor Dave Heiberg, Hudson's Hope Mark Diffin, Land Referral Office Manager, McLeod Lake Indian Band Area D Director, Leonard Hiebert, Peace River Regional District Area E Director Dan Rose, Peace River Regional District Chris Cvik, CAO, Peace River Regional District Christopher Leggett, CAO, Pouce Coupe Mayor Don McPherson, Tumbler Ridge Jordan Wall, CAO, Tumbler Ridge

INVITED GUESTS	Karen Paxton, ATCO Two Rivers Lodging Group Councillor Laura Weisgerber, Chetwynd Councillor Mel Deck, Chetwynd Councillor Alec Brownlee, Chetwynd Randy Rusjan, Director of Parks & Recreation, Chetwynd Kevin Franson, Director of Financial Administration, Chetwynd Andrew Barracks, Ministry of Transportation & Infrastructure Amber Harding, Peace River Hydro Partners
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Documents Distributed (via email on March 8, 2017)

Agenda – March 10, 2017

Action Items Tracking Log – March 8, 2017

Site C Project Update Presentation – March 10, 2017

Watson Slough Clearing Information Sheet – February 2017

BC Hydro Site C Public Enquiries Report January – February 2017

1. Opening / Welcome / Agenda

- a) Blueberry River First Nations elder, Louise Cardinal, provided an opening prayer for the meeting.
- b) Review of agenda and request for any additional items by Dave Conway. Edie Thome will be arriving a bit late for this meeting and sends regrets. Roundtable introductions were done to welcome new members and introduce invited guests. The District of Chetwynd council and senior staff attended as observers and will be taken on a tour of the Site C dam site after the meeting.

2. Review of Action Items

- a) Action items 2016-014, 2016-045 are still in progress.

3. BC Hydro Project Update

Bob Peever discussed the current and upcoming construction activities on the Site C project.

- a) Topics of interest included the tension crack on the north bank of the dam site, information on the roller compacted concrete (RCC) testing and the discovery of fossil concretions at the dam site.
 - a. A member asked if the tension crack was anticipated.
 - b. Bob Peever explained that tension cracks are anticipated from time to time however information was communicated to stakeholders with regards to this particular crack due to its 400 metre length.
 - c. A member asked how the tension crack will be fixed.
 - d. Bob Peever explained that engineers are finalizing a plan to stabilize the material with a toe berm. This will allow workers to focus on safely removing the material from the north bank and allow work to resume.
 - e. A member asked if the tension crack will add to the construction timeline.
 - f. Bob Peever explained that BC Hydro expects to complete the remediation work for the tension crack within the overall project budget and schedule.

- g. A member asked if situations like the tension crack would prevent the Site C project from moving forward or if it could occur again during construction.
- h. Bob Peever explained that the tension crack would not prevent the project from moving forward. BC Hydro has a remediation plan to address the tension crack and has installed instruments to measure and monitor stability around the tension crack.
- i. Part of the construction work that has been underway for the past 19 months includes the removal of unstable soil on the north bank to create stable slopes for construction of the dam.
- j. A member asked if the slab that is being created for the testing of the RCC will be used for anything else after the testing is complete.
- k. Bob Peever explained that many core samples will be removed from the slab for strength test samples. The sampling should be complete in approximately 90 days and once complete the remaining portion of the slab will be excavated out of the area.
- l. A member heard that large petrified clams were found and wanted to know where they would be stored.
- m. Bob Peever explained that the clam shells (fossil concretions) will be displayed outside of the BC Hydro Site C construction office.
- n. Bob Peever noted that a NOTAM is being issued soon for some blasting work on site.

Dave Conway provided information on procurement, employment and regional business participation.

- b) Discussion focused on regional employment and business participation.
 - a. A member asked if the employment numbers for regional workers have decreased.
 - b. Nancy Pepper explained that regional and provincial employment numbers have increased and that the trend is displayed in a graph included in the update presentation.
 - c. Edie Thome asked committee members for their help to promote available Site C job opportunities with BC Hydro.
 - d. A member asked for clarification as they had heard that some local contracts have been cancelled due to the work being brought in-house.
 - e. Amber Harding explained that Peace River Hydro Partners (PRHP) had hired a company on a contract and that the company was aware that PRHP planned to bring the work in-house at the end of the contract period.
 - f. A member asked if PRHP's bidding process for procurements is a confidential and sealed process.
 - g. Amber Harding explained that the bidding process for PRHP is a sealed and confidential process.
 - h. A member asked if the procurement policies for PRHP are public.
 - i. Amber Harding agreed to provide more details of PRHP's procurement process at the next meeting.

Action: Members are encouraged promote BC Hydro job opportunities with the Site C project.

Action: PRHP to provide more details on procurement and sub-contractors at the next meeting.

4. Public Enquires and FAQ Report

Dave Conway reviewed the Public Enquiry and FAQ report with the Committee.

- a) Since 2008, BC Hydro has received 5553 public enquiries on the Site C project.

- a. A member asked if the public enquiry numbers include enquires from First Nations.
- b. Dave Conway explained that some enquiries from First Nations would be captured in the reports however the Site C Aboriginal Relations team receives, responds and tracks many enquiries which would not be included in the Public Enquiry reports.

5. Updates from Peace River Hydro Partners and ATCO Two Rivers Lodging Group

- a) Amber Harding provided an update on PRHP, noting that they attended the local job fairs in Dawson Creek and Fort St. John. The job fairs were successful. PRHP were able to discuss opportunities with potential employees and explain which job positions are available. Recruitment is underway for skilled trades including welders, electricians and pipefitters; however they are no longer recruiting for heavy equipment operators. Currently PRHP are reviewing journeymen qualifications and plan to add apprentices at a later date.
- b) Karen Paxton provided an update on ATCO Two Rivers Lodging Group (ATCO), noting that they also attended the local job fairs. ATCO is actively recruiting for support positions such as kitchen work, housekeeping, janitorial and maintenance. ATCO has found it beneficial to speak with local contractors as they have increased their use of local contractors, including electricians and plumbers.

6. Roundtable

- a) Merlin Nichols noted that Chetwynd is on the edge of the Site C project area and that there are current and future impacts to the community. The construction of the transmission lines will use roads in the community and this is a primary concern for Chetwynd. Chetwynd would like to receive updated information on the transmission line work and other information about project traffic in their community such as the small amount of riprap that is going to be moved by truck in the next few weeks from West Pine Quarry to the dam site.
 - a. Nancy Pepper explained that more information will be provided to Chetwynd at a meeting with BC Hydro on March 29 and that the small amount of riprap will be used for road building. The work should result in approximately 8-10 trucks per day from West Pine Quarry for about a week.
 - b. Amber Harding explained that blasting will not occur prior to April 1, 2017. In April, blasting in West Pine Quarry and hauling from the quarry will begin. The materials will be transported on the regular CN rail schedule and no new trains will be added to the schedule for this work.
 - c. Merlin Nichols asked if other sources of rip rap were being investigated.
 - d. Amber Harding shared that investigations are underway at Sukunka to see what is available at that quarry. It's very early in the investigation and no decisions have been made.
- b) Andre Lavoie shared that he was happy to see a Pouce Coupe vendor on the Site C vendor list.
- c) Karen Goodings has heard concerns from a local resident about the bridge near Eagle Island and the eagle nests by the bridge. Concerns have also been raised about the Watson Slough clearing.
- d) Karen Goodings and Rob Fraser commented on incorrect information included in a recent advertisement on planned Site C work.
 - a. Edie Thome thanked Karen and Rob for raising these concerns as this allows BC Hydro to address them. Watson Slough is a good example, as the PRRD asked BC Hydro to delay clearing and after reviewing the information BC Hydro was able to adjust the clearing plan. The clearing plan will be closely monitored to ensure that only high risk trees are moved, approximately 10%.

- b. Edie Thome asked Karen and Rob to share copies of any advertisements that may contain incorrect information with BC Hydro so any errors can be corrected.
- e) Karen Goodings said that BC Hydro is removing viable trees for eagle nesting and would like information on how BC Hydro is mitigating the tree removal.
 - a. Edie Thome explained that for active eagle nesting, BC Hydro uses the definition of when nesting is occurring and that BC Hydro will not disturb an active nest.
 - b. Edie Thome also explained that BC Hydro is installing 38 nesting platforms during construction that will be designed to be attractive to nesting bald eagles.
- f) Karen Goodings thanked BC Hydro for delaying the clearing of Watson Slough.
 - a. Edie Thome explained that BC Hydro made plans for clearing at Watson Slough with the best of intentions. BC Hydro appreciates the PRRD raising their concerns as it allows BC Hydro to address them.
- g) Karen Goodings asked about individual farm mitigation.
 - a. Edie Thome will follow up with Karen Goodings on this topic at a separate time. If any other Committee members are interested in information on the Environmental Assessment Certificate conditions, they are welcome to contact BC Hydro or Edie directly to discuss.
- h) Karen Goodings shared that BC Hydro should expect to receive a letter from the PRRD shortly with their comments on the draft Agricultural Mitigation and Compensation Plan.
- i) Lori Ackerman mentioned that the Fort St. John office receives enquiries from the public about Site C. There are concerns about job opportunities for local workers and some companies have concerns about the procurement process with BC Hydro's contractors.
- j) Lori Ackerman has also heard that Site C workers are using healthcare facilities in Fort St. John rather than the on-site health care services.
 - a. Nancy Pepper explained that an issue had arisen regarding a misunderstanding regarding the scope of the healthcare available at the Project Health Clinic and the issue is expected to be resolved soon. She is keeping Northern Health updated on the matter.
 - b. An update on healthcare on-site will be provided at the next meeting.
- k) Louise Cardinal mentioned that First Nations do not like the number of trees being cut down.
- l) Rob Fraser shared that Taylor is facing challenges with their tele-medical clinic and that the clinics in Fort St. John are at capacity. If Site C workers are leaving the dam site to seek medical care, this will have an impact on the community.
- m) Rob mentioned that the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) referral application for change of the Cache Creek Bridge was posted and advertised. Accuracy by BC Hydro is very important as people will come to the District office and point out errors or inadequate information. It is apparent that the application and all the associated documents were not released at the same time; there is then an information gap. If the information was provided in a comprehensive package it would reduce complaints and confusion. The application documents do not refer to supplemental documents.
 - a. Edie Thome mentioned that BC Hydro has four permits in engagement and consultation along with federal permits. These are points well taken; one package that cross references itself is needed by BC Hydro. This is a great example.
 - b. Jane Calvert agreed this seems to be a common issue with BC Hydro permits. Access to information needs to be more timely and informative. It's difficult to determine what is actually taking place.
- n) Rob Fraser mentioned that he has heard concerns about the turnaround time for payment to sub-contractors. He has also heard concerns that local suppliers are being replaced by

mail order suppliers, and that larger companies are setting up local storefronts to look like local suppliers.

- a. Amber Harding offered to have the PRHP procurement manager attend the next RCLC meeting and provide information on PRHP's procurement process and policies. PRHP currently conducts a background check on suppliers by obtaining local references and local employee information, and noted that a local address doesn't automatically make them a regional company. She also explained that some invoices that PRHP receives from their suppliers do not contain the required information for processing. PRHP has sent a letter to their suppliers to explain the importance of including the required information on an invoice. PRHP employees have also received training on how to obtain the required information prior to ordering supplies. PRHP has a 90 day payment schedule.
- o) Doug Fleming thanked BC Hydro for inviting council and staff as guests to the RCLC meeting and mentioned that they will be touring the dam site after the meeting. Doug also thanked PRHP and BC Hydro for continuing to communicate with Chetwynd.
- p) Jane Calvert mentioned that Blueberry River First Nations members have sent approximately 20 job applications for Site C work in the past few months and none of them have been hired. Currently only one Blueberry River First Nation member is employed at the Site C. She would like to know how to make their applications more successful.
 - a. Edie Thome explained that she has been speaking with Laurie Sterritt, with BC Hydro's Aboriginal Relations team, about holding a workshop. Edie Thome will ask Laurie Sterritt to follow up with Blueberry River First Nations.
- q) Karen Goodings asked about the Highway 29 realignment route.
 - a. Edie Thome explained that the realignment route must stay within the boundaries, which are identified in the licence and permit. Changes to the realignment route are not being considered at this point. BC Hydro will continue to work through the plans that are in place.
- r) Brad Sperling said that the upcoming work at 85th Avenue and for the conveyor belt will raise concerns about noise from equipment and trucks.
 - a. Edie Thome thanked Brad Sperling for raising this concern and explained that BC Hydro has plans in place but it would be good to get his feedback as well. More information can be shared with the Committee for further discussion.
- s) Doug Fleming asked if PRHP could send out a summary of their procurement process to the Committee, as the next RCLC meeting, which will include a presentation on PRHP's procurement process, will be held in June 2017. The summary would help elected officials answer enquiries from their community members.
 - a. Dave Conway will work with PRHP to send out a summary of PRHP's procurement process to the Committee.

Action: RCLC members will provide BC Hydro with copies of any advertisements or notices of Site C related work that may contain incorrect information, so BC Hydro can review and correct, if necessary.

Action: BC Hydro will follow up with PRRD Director Karen Goodings to discuss Site C mitigation funds.

Action: BC Hydro will report on the amount of trees removed from Watson Slough.

Action: BC Hydro will follow up with Blueberry River First Nation about job and training opportunities with BC Hydro and Site C.

Action: PRHP to send out summary of their procurement process via Dave Conway.

7. Next Steps

- a) The next meeting date will be in June 2017.
- b) Agenda items for the next meeting will include:
 - Health clinic at the worker accommodation lodge
 - Overview of Peace River Hydro Partners' procurement process
 - 85th Avenue Industrial Lands
 - Wuthrich Quarry
- c) The action items will be sent to the committee.

Site C Clean Energy Project
Regional Community Liaison Committee

Wednesday, September 6, 2017
1:00pm – 3:30pm (Lunch will be served at 1:00pm)

Northern Grand – Grand 1
9830 – 100 Avenue, Fort St. John

AGENDA

- 1. Working Lunch: Opening & Introductions**
 - *If you are attending the meeting via teleconference, please dial-in at this time.* 1:00 PM
- 2. Review of Agenda & Action Items** 1:15 PM
- 3. BC Hydro Project Update**
 - BCUC Review
 - Construction Update 1:25 PM
 - i. 85th Avenue Industrial Lands
 - ii. Quarries Update
 - Jobs and Businesses Update
- 4. Peace River Hydro Partners Procurement Process** 2:10 PM
- 5. Public Enquiries & FAQ report** 2:25 PM
- 6. Community Concerns and Solutions Discussion**
 - Timber mulching along Highway 29 realignment work (PRRD) 2:30 PM
 - Future use of the lands south and west of the dam and their potential recreational value (Chetwynd)
- 7. Roundtable** 2:45 PM
- 8. Terms of Reference** 3:20 PM
 - Amendment to Section 3.6.5. Annual Report
- 9. Next Steps** 3:25 PM
 - Next meeting: Site tour on Wednesday, October 18, 2017

Conference call details: Will be provided in a separate email to Committee members.

Site C Clean Energy Project

Regional Community Liaison Committee Meeting

Meeting Summary
 September 6, 2017, 1:00pm to 3:30pm
 Fort St. John

ATTENDEES <i>Regional Community Liaison Committee Members</i>	Dan Davies, MLA, Peace River North Mayor Merlin Nichols, Chetwynd Carol Newsom, CAO, Chetwynd Mayor Dale Bumstead, Dawson Creek Mayor Lori Ackerman, Fort St. John Councillor Dave Heiberg, Hudson's Hope Tom Matus, CAO, Hudson's Hope Nathan Prince, McLeod Lake Indian Band Councillor Andre Lavoie, Pouce Coupe Director Karen Goodings, Area B, Peace River Regional District Director Brad Sperling, Area C, Peace River Regional District Director Dan Rose, Area E, Peace River Regional District Mayor Rob Fraser, Taylor Charlette McLeod, CAO, Taylor Dave Conway, BC Hydro Bob Peever, BC Hydro Ed Gohl, BC Hydro Nancy Pepper, BC Hydro Melanie Dame, BC Hydro
ABSENT WITH REGRET	Mike Bernier, MLA, Peace River South Jane Calvert, Blueberry River First Nation Duncan Redfearn, CAO, Dawson Creek Cec Heron, Doig River First Nation Dianne Hunter, CAO, Fort St. John Fay Masear, McLeod Lake Indian Band Christopher Leggett, CAO, Pouce Coupe Director Leonard Hiebert, Area D, Peace River Regional District Chris Cvik, CAO, Peace River Regional District Mayor Don McPherson, Tumbler Ridge Jordan Wall, CAO, Tumbler Ridge
INVITED GUESTS	Brian Hussain, ATCO Kahsha Patterson, ATCO Dean Daniel, Ministry of Transportation and Infrastructure

	Brent Davies, Ministry of Transportation and Infrastructure Katherine Styba, Ministry of Transportation and Infrastructure Amber Harding, Peace River Hydro Partners Louis Brais, Peace River Hydro Partners Greg Coulter, Peace River Hydro Partners Andy Sanderson, Peace River Hydro Partners
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Documents Distributed (via email on September 5, 2017)

Agenda – September 6, 2017

Action Items Tracking Log – August 29, 2017

Site C Project Update Presentation – September 6, 2017

BC Hydro Site C Public Enquiries Report May – July 2017

1. Opening / Welcome / Agenda

- a) Dave Conway opened the meeting and noted that he would be acting as Chair. Dave reminded the Committee that Edie Thome has left BC Hydro and provided information on Site C's new Director of Regulatory and Environment, Shanna Mason, who will be joining BC Hydro on September 11.
- b) The agenda was reviewed and a request for any additional items was made by Dave Conway.
 - a. A member asked that an issue with a previously drilled well on the south bank of the dam site be added to the agenda.
 - b. Dave Conway confirmed that the item would be added to the agenda.

2. Review of Action Items

- a) Action item 2017-004 is still in progress. No comments were received on the completed action items.

3. BC Hydro Project Update

Dave Conway provided information on the British Columbia Utilities Commission's (BCUC) review of the project, including the timeline related to Site C construction activities and procurement activities. More information can be found on www.bcuc.com.

- a) A member asked if there was more information on the value of the contracts awarded to date.
- b) Dave Conway explained that BC Hydro did not have the information available for the meeting, but that it is publicly available in the BC Hydro filing on the BCUC website.

Bob Peever discussed the construction activities that were undertaken in spring and summer 2017, along with the current and upcoming construction activities on the Site C project. Bob Peever also introduced Ed Gohl, who will be acting as the Site C construction manager while Bob is on sabbatical.

- c) A member asked if there was a plan to twin the construction bridge on the dam site.
- d) Bob Peever confirmed that the intent is to move forward with upgrades to the throughput capacity of the construction bridge on the dam site however the full details are not yet available.

Andy Sanderson with Peace River Hydro Partners (PRHP) discussed the construction plan for the 85th Avenue Industrial Lands and provided a map of the area from PRHP's [Detailed Operations Plan](#). PRHP has received permission from the Ministry of Transportation and Infrastructure (MoTI) to erect gates on 107 Street and Shaman Way to close public access to the 85th Avenue Industrial Lands site. The Care of Water Plan for the site was also discussed, including how the drainage of water will occur along the site's slopes and the use of sediment ponds.

- e) A member asked if there had been changes to the drainage plan since the spring, when a meeting on the 85th Avenue Industrial Lands work was held with PRHP, BC Hydro, the Peace River Regional District and the City of Fort St. John. They mentioned that the water will move into the Wiltse Drive area and flood the subdivision.
- f) A member also said that the map provided does not provide clear details on the work occurring within the site. They would like to have more information on what work is occurring in each area of the site, the slopes on the land that will remain after the materials are removed and the remediation plan for the site. They said that there will be a loss of light industrial land due to the slopes around the excavation area being left at 2-to1 after construction.
- g) Nancy Pepper confirmed that BC Hydro would send the Committee members a link to Detailed Operations Plan for the 85th Avenue Industrial Lands.
- h) BC Hydro will schedule meetings with the Peace River Regional District (PRRD), City of Fort St. John, PRHP and MoTI to discuss the 85th Avenue Industrial Lands.

Dave Conway addressed the additional agenda item that was added at the beginning of the meeting. He explained that there is an oil and gas wellbore on the south bank of the dam site, which had been abandoned in 1967. Work is currently underway as planned to lower the surface casing of the wellbore by approximately five metres and permanently cap the wellbore. BC Hydro is coordinating this work with the well owner.

- i) A member asked what type of fluid is in the well and what happened with the well. They suggested that the BC Oil and Gas Commission (OGC) be invited to discuss the issue at a future meeting.
- j) Dave Conway explained that BC Hydro did not have that information available but that the information would be provided to the Committee. He confirmed that the OGC was aware of the issue and that BC Hydro would look at inviting the OGC to a future meeting to further discuss the gas well.

Dave Conway provided information on procurement, employment and regional business participation.

- k) A member asked if BC Hydro anticipates that the procurement strategy during the BCUC review period will limit the interest of potential bidders.
- l) Dave Conway explained that BC Hydro could not speak to that.
- m) A member asked how many of the PRRD workers (771 in June 2017) stay in the worker accommodation lodge. Another member asked if BC Hydro has statistics on how many of the PRRD workers are going home at night versus staying in the lodge.
- n) Dave Conway explained that BC Hydro does not have these numbers.
- o) Brian Hussain explained that ATCO had approximately 1000 people staying in the lodge per night, during this period.
- p) A member noted that the percentage of PRRD workers on the project has dropped and would like to know what the reasons could be.
- q) Dave Conway explained that the numbers can vary based on the type of work that is occurring on site. Work right now is focused on the placement of the roller-compacted concrete, whereas the excavation work is slowing down.

- r) A member asked if the Petrowest receivership had an impact on local hires and if there is less local interest in working on the project.
- s) Amber Harding said that the Petrowest receivership has not had an impact on local hires. PRHP tries to hire local first but also needs to look at the qualifications of the applicants. She also confirmed that PRHP has received fewer applications from local residents as oil and gas and mining projects have picked up.
- t) A member provided information on a business directory that has been launched by the South Peace Economic Development Commission. It would be a great source for the Project's contractors. The member provided BC Hydro with the link to the business directory.

Action: BC Hydro to provide the Committee members with a link to the Detailed Operations Plan for the 85th Avenue Industrial Lands, along with the map of the area (Appendix A).

Action: BC Hydro will schedule meetings with the PRRD, City of Fort St. John, PRHP and MoTI to discuss the 85th Avenue Industrial Lands Care of Water Plan and the site remediation plan.

Action: BC Hydro will share with the South Peace Economic Development Commission's business directory with Project contractors.

4. Peace River Hydro Partners Procurement Process

Amber Harding provided an overview of PRHP's procurement process and their engagement with businesses located in the Peace region. She mentioned that PRHP would be interested in accessing the South Peace business directory that has been launched by the South Peace Economic Development Commission.

- a) A member asked about the bidding process for contracts with PRHP. They have heard from local community members that a greater number of contracts were being awarded to PRHP's partner companies and that these partner companies may have had access to confidential PRHP information when preparing their bids. The member would like more information on PRHP's procurement process and how open it is to local businesses.
- b) Louis Brais, PRHP's Project Director, confirmed that PRHP's procurement process is an open process. PRHP has strict rules for their procurement process, which is controlled by their internal procurement team. With regards to Petrowest, they are no longer involved in the PRHP joint venture and are no longer involved in the day-to-day operations of the project. Petrowest and Petrowest-related companies are only a small percentage of the other contractors working with PRHP and they were predominately used in the provision of rental equipment, for example, when trucking from Wuthrich quarry and hauling on the dam site. PRHP is now mainly self-performing the work on site.
- c) A member asked if there is BC Hydro oversight of PRHP's procurements.
- d) Dave Conway explained that while BC Hydro liaises on an ongoing basis with PRHP on the contract, BC Hydro does not oversee their procurement process.
- e) A member commented on the procurement process and PRHP's decision to self-perform some of their work. They said that Site C is not providing benefits to the community with regards to opportunities for the development of sustainable local businesses and that BC Hydro is not meeting its requirements.
- f) Dave Conway explained that BC Hydro and the member have discussed the procurement process and PRHP's decision to self-perform previously. BC Hydro has looked at its contract with PRHP and PRHP is allowed to self-perform its work. BC Hydro believes that it is doing what is necessary to promote business opportunities in the Peace region in accordance with the applicable requirements.

- g) Nancy Pepper added that BC Hydro works to support local businesses in being competitive for project opportunities but similar to local governments, BC Hydro is a public entity that must comply with the same public entity procurement rules set-out in provincial laws and trade agreements which prohibit preferential treatment.
- h) A member commented on PRHP's decision to self-perform work and the contracts that had been signed with local companies, which were ended.
- i) Louis Brais explained that PRHP completed an economic analysis of their work and they made a decision to self-perform. The contracts that were terminated were service contracts and they were not open-ended contracts and were not contracts for a specific number of years of work.
- j) A member asked PRHP to explain how they are going to provide benefits to the Peace region if they are self-performing the work.
- k) Louis Brais explained that it makes good business sense for PRHP to work and develop relationships with local businesses, as the service can be better. However, PRHP placed a competitive bid for the work on the Project and thus contracts with PRHP must be bid competitively to manage costs. PRHP does strive to provide work to those in the local communities.

5. Public Enquiries & FAQ report

Dave Conway reviewed the Public Enquiry and FAQ report with the Committee.

6. Community Concerns and Solutions Discussion

Timber mulching along the Highway 29 realignment work (PRRD):

- a) Nancy Pepper provided a response to the letter received from the PRRD in May 2017 regarding the timber mulching adjacent to the Highway 29 realignment works.
- b) The PRRD asked to receive the response in writing so that it can be shared with the full Board.

Future use of the lands south and west of the dam and their potential recreational value (Chetwynd):

- a) Merlin Nichols discussed the funding that Chetwynd received from BC Hydro to develop recreation sites on the south bank, as part of their Site C Community Agreement. Chetwynd identified an area for the development of a recreation site that includes three or four permanent campsites. They are working with Recreation Sites & Trails BC on its proposal and expect a response in a few months.

Action: BC Hydro will provide the Peace River Regional District with a written response to their letter regarding the timber mulching adjacent to Highway 29.

7. Roundtable

- a) Rob Fraser commented that on PRHP's procurement process and their commitment to work with local businesses. He asked what will be left as a legacy for the Peace region after the Project is complete. He said that a positive impact that would have longevity in the region is building the capacity of local businesses as a benefit to communities.
- b) Lori Ackerman also commented on the procurement process. She reflected on the conversations that occurred between Fort St. John and BC Hydro when the Project was in its planning stages and the need to develop sustainable communities. She understands that a project must be run in a manner to meet its schedule and budget but she

- emphasized the importance of signed agreements being implemented as planned. Lori also commented on the development of the 85th Avenue Industrial Lands and the changes between what BC Hydro discussed with Fort St. John and what PRHP is planning.
- c) Brian Hussain explained that ATCO is promoting opportunities for local businesses and workers. ATCO has been working with BC Hydro on how to engage with local businesses and they like to engage with the local communities as much as possible.
 - d) Dave Heiberg asked that the procurement process be looked at by BC Hydro and PRHP and that they report back to the Committee.
 - e) Andre Lavoie mentioned the business directory developed by the South Peace Economic Development Commission and asked that PRHP look at using the directory.
 - f) Dan Rose commented that work needs to be done to increase local hires and mentioned that ATCO's local employment numbers are lower than PRHP's. He would like to see the Project have 50% of its workers from the PRRD.
 - g) Brad Sperling asked that BC Hydro look after the residents in Area C as they are affected by the Project.
 - h) Karen Goodings commented that BC Hydro is slow in responding to questions. She also commented on transparency and the ability of communities to receive information on what is happening on the Project.
 - i) Dan Davies commented on the amount of local hires and local business opportunities. He would like to attend the meeting on the 85th Avenue Industrial Lands. He asked that BC Hydro go above and beyond in being transparent and honest about the Project.
 - j) Merlin Nichols commented that he is sympathetic to the comments raised by various members about the procurement process, opportunities for local businesses and impacts to local communities.
 - k) Tom Matus asked if there are any businesses from Hudson's Hope that are bidding on work on the Project.
 - l) Dave Heiberg added that Hudson's Hope is the only local community that does not have a business listed in the Site C Local Business Summary.
 - m) Dave Conway said that BC Hydro would look into this.
 - n) Dale Bumstead also commented on opportunities for local businesses and the impacts to local communities. He mentioned that BC Hydro has talked about the economic benefits of the Project and the thousands of jobs that would be created but that BC Hydro cannot build the Project without the Peace region communities. BC Hydro is leaning on these communities to provide services for its workers. Small businesses help build local communities and infrastructure in the Peace region. He added that whatever the industry, it would cost more to build projects if you do not have access to community infrastructure and services.
 - o) Katherine Styba commented that MoTI is available to discuss the 85th Avenue Industrial Lands in further detail as necessary.

Action: BC Hydro to look into whether any Hudson's Hope businesses have been engaged to provide work or services on the Project.

8. Terms of Reference

- a) Nancy Pepper discussed the proposed amendment to the Terms of Reference, Section 3.6.5. The amendment would change the timing of the preparation of the annual report to occur approximately 90 days after January 1 of each year.
- b) The amendment was put to a vote of the Committee. Members voted to amend the Terms of Reference as presented by BC Hydro.

Action: BC Hydro will amend the Terms of Reference, Section 3.6.5, as agreed upon at the September 6, 2017 meeting.

9. Next Steps

- a) The next meeting date will be October 18, 2017, which will be a site tour.
 - i) A member suggested that a meeting be held after the tour.
 - ii) BC Hydro will follow up with the Committee on the suggestion of holding a meeting after the site tour on October 18.
- b) The action items will be sent to the Committee.

Action: BC Hydro will follow up with the Committee to determine whether a meeting will be held after the site tour on Wednesday, October 18.

Post-meeting note: BC Hydro has sought feedback from the Committee and has postponed the next meeting until the new year.

Appendix C: List of Supporting Materials

Materials supporting the Regional Community Liaison Committee meetings held in 2017.

Title	Author	Date
RCLC Workforce Report (November 2016)	BC Hydro	January 19, 2017
RCLC Workforce Report (December 2016)	BC Hydro	February 3, 2017
Site C Enquiries Report & FAQ (December 2016)	BC Hydro	February 3, 2017
Site C Local Business Summary – Q4 (October – December 2016)	BC Hydro	March 1, 2017
RCLC Site C Project Update Presentation	BC Hydro	March 10, 2017
Site C Enquiries Report & FAQ (January – February 2017)	BC Hydro	March 10, 2017
Information Sheet – Watson Slough (February 2017)	BC Hydro	March 10, 2017
RCLC Workforce Report (January 2017)	BC Hydro	March 23, 2017
RCLC Workforce Report (February 2017)	BC Hydro	May 26, 2017
RCLC Workforce Report (March 2017)	BC Hydro	May 26, 2017
Site C Local Business Summary – Q1 (January – March 2017)	BC Hydro	May 26, 2017
Site C Enquiries Report & FAQ (March – April 2017)	BC Hydro	May 26, 2017
Peace River Hydro Partners – Procurement Process	Peace River Hydro Partners	May 26, 2017
RCLC Workforce Report (April 2017)	BC Hydro	June 19, 2017
RCLC Annual Report (2016)	BC Hydro	June 30, 2017
RCLC Workforce Report (May 2017)	BC Hydro	July 12, 2017
RCLC Workforce Report (June 2017)	BC Hydro	August 25, 2017
Site C Local Business Summary – Q2 (April – June 2017)	BC Hydro	August 25, 2017
RCLC Site C Project Update Presentation	BC Hydro	September 6, 2017
Site C Enquiries Report & FAQ (May – July 2017)	BC Hydro	September 6, 2017
RCLC Workforce Report (July 2017)	BC Hydro	October 2, 2017
RCLC Terms of Reference – Amended	BC Hydro	October 2, 2017
RCLC Workforce Report (August 2017)	BC Hydro	October 25, 2017
RCLC Workforce Report (September 2017)	BC Hydro	November 17, 2017
Site C Local Business Summary – Q3 (July –	BC Hydro	November 17, 2017

Regional Community Liaison Committee Annual Report: 2017
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Title	Author	Date
September 2017)		
RCLC Workforce Report (October 2017)	BC Hydro	December 20, 2017
Site C Enquiries Report & FAQ (October – November 2017)	BC Hydro	December 20, 2017

Appendix D: RCLC Action Item Tracking Log – 2017

Regional Community Liaison Committee

Action Items Tracking Log: January – December 2017

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2017-004	BC Hydro will follow up with PRRD Area B Director Karen Goodings to discuss the individual farm mitigation plans for Site C.	BC Hydro	March 10, 2017	In progress. BC Hydro is responding to a letter received from the Peace River Regional District on the individual farm mitigation plans for Site C.
ONGOING ACTIONS				
2016-007	Members will encourage people who approach them with questions or enquiries to submit the enquiry via the Site C website enquiry form to BC Hydro or via email at sitec@bchydro.com or with plenty of detail to help BC Hydro address the enquiry.	RCLC	March 11, 2016	Ongoing.
2016-008	BC Hydro will bring a draft list of principles for project workers and contractors, which reflect the reputation BC Hydro wants for the Site C Project as a whole, for discussion.	BC Hydro	March 11, 2016	Ongoing. Construction Principles shared with the Committee for discussion.

Regional Community Liaison Committee Annual Report: 2017
 Site C Clean Energy Project

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2016-011	BC Hydro to share current data on jobs—including information on the number of workers from the Peace River Regional District, enquiries and procurements, as well as a 3-6 month outlook.	BC Hydro	March 11, 2016	Ongoing. This information has been added as a standing meeting agenda item.
2016-012	Committee members request the attendance of a BC Hydro Executive Team member at the meeting.	BC Hydro	March 11, 2016	Ongoing. BC Hydro will target having a BC Hydro Executive Team member attend annually.
2016-014	BC Hydro will address how the recent Supreme Court decision recognizing Metis and non-status Indians will affect BC Hydro's direct awards for Site C at a future meeting.	BC Hydro	April 22, 2016	Ongoing. This information will be provided to the Committee at a future meeting.
2016-018	BC Hydro will communicate to the committee when an application is made for a NOTAM, what the application is for and what BC Hydro receives.	BC Hydro	April 22, 2016	Ongoing. If blasting is scheduled at the dam site, BC Hydro will file for a NOTAM with Nav Canada. The NOTAM would likely only cover the period of time when the blasting is planned to occur. BC Hydro will communicate with committee members when an application is made.
2016-043	Members are encouraged to forward any additional lessons from the construction of DCAT, in case there are lessons that can be applied to the Site C project.	RCLC	December 7, 2016	Ongoing.

Regional Community Liaison Committee Annual Report: 2017
 Site C Clean Energy Project

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2017-001	Members are encouraged promote BC Hydro job opportunities with the Site C project.	RCLC	March 10, 2017	Ongoing.
2017-003	RCLC members will provide BC Hydro with copies of any advertisements or notices of Site C related work that may contain incorrect information, so BC Hydro can review and correct, if necessary.	RCLC	March 10, 2017	Ongoing.
COMPLETE ACTIONS				
2016-045	BC Hydro will provide the total number of sub-contractors working on the project.	BC Hydro	December 7, 2016	Complete. BC Hydro requires Peace River Hydro Partners to report on BC-based businesses that have been engaged, directly or indirectly, to perform work. Other contractors are required to report on regional businesses. We are currently updating our standard contract language to capture additional sub-contractor information and are in the process of compiling the data received from contractors. BC Hydro will continue to provide the quarterly Site C Local Business Summary to the Committee.
2017-002	Peace River Hydro Partners to provide more details on procurement and sub-contractors at the next meeting.	Peace River Hydro Partners / BC Hydro	March 10, 2017	Complete. BC Hydro will provide Peace River Hydro Partners with time on the next meeting agenda to provide information on their procurement process and sub-contractors.

Regional Community Liaison Committee Annual Report: 2017
 Site C Clean Energy Project

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2017-005	BC Hydro will report on the amount of trees removed from Watson Slough.	BC Hydro	March 10, 2017	<p>Complete. After receiving a request from the PRRD to delay clearing Watson Slough until reservoir filling, BC Hydro reviewed its clearing plans and determined that it could reduce the number of trees cleared at this time.</p> <p>In February, we announced that approximately 10 per cent of the trees at Watson Slough would be cleared in early 2017, leaving approximately 90 per cent of the trees in place until the winter before reservoir filling.</p> <p>In early 2017, BC Hydro cleared 10.7 per cent of the trees (1,036) in the Watson Slough area. The remaining 89.3 per cent of the trees will be in place until the winter before reservoir filling, thus retaining the wetland and its use for a longer period of time.</p>
2017-006	BC Hydro will follow up with Blueberry River First Nation about job and training opportunities with BC Hydro and Site C.	BC Hydro	March 10, 2017	<p>Complete. Barry Warhaft from the Site C team is working with Jane Calvert to work together on training opportunities and jobs through BCH and contractors.</p>
2017-007	Peace River Hydro Partners to send out summary of their procurement process via Dave Conway.	BC Hydro / Peace River Hydro Partners	March 10, 2017	<p>Complete. The summary of PRHP's procurement process was shared with the Committee via email on May 26, 2017.</p>

Regional Community Liaison Committee Annual Report: 2017
 Site C Clean Energy Project

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2017-008	BC Hydro to provide the Committee members with a link to the Detailed Operations Plan for the 85 th Avenue Industrial Lands, along with the map of the area (Appendix A).	BC Hydro	September 6, 2017	Complete. A link to the Detailed Operations Plan for the 85 th Avenue Industrial Lands, which is posted on the Site C project website, was sent to the Committee.
2017-009	BC Hydro will schedule meetings with the PRRD, City of Fort St. John, PRHP and MoTI to discuss the 85 th Avenue Industrial Lands Care of Water Plan and the site remediation plan.	BC Hydro	September 6, 2017	Complete. A meeting has been scheduled for October 3, 2017.
2017-010	BC Hydro will provide the Committee with additional information regarding the abandoned wellbore and the liaison with the BC Oil and Gas Commission.	BC Hydro	September 6, 2017	Complete. BC Hydro sent a letter to the Committee on September 8, 2017 in response to the questions that were raised during the September 6, 2017 meeting related to the abandoned wellbore on the Site C dam site. The BC Oil and Gas Commission also received a copy of the letter.
2017-011	BC Hydro will follow up with the South Peace Economic Development Commission to receive information on their business directory.	BC Hydro	September 6, 2017	Complete. BC Hydro has received a link to the South Peace Economic Development Commission's business directory from a Committee member. The business directory can be found here: https://certvine.com/SouthPeace . BC Hydro has shared the link with its major contractors (PRHP, ATCO and Voith).
2017-012	BC Hydro will provide the Peace River Regional District with a written response to their letter regarding the timber mulching adjacent to Highway 29.	BC Hydro	September 6, 2017	Complete. BC Hydro has sent a letter to the Peace River Regional District on September 29, 2017 in response to their questions on the timber mulching adjacent to Highway 29.

Regional Community Liaison Committee Annual Report: 2017
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Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2017-013	BC Hydro to look into whether any Hudson's Hope businesses have been engaged to provide work or services on the Project.	BC Hydro	September 6, 2017	Complete. BC Hydro has provided the District of Hudson's Hope with the name of the three businesses from Hudson's Hope who have worked on the Site C project from the start of construction (July 2015).
2017-014	BC Hydro will amend the Terms of Reference, Section 3.6.5, as agreed upon at the September 6, 2017 meeting.	BC Hydro	September 6, 2017	Complete. BC Hydro has amended the Regional Community Liaison Committee's Terms of Reference as agreed upon at the September 6, 2017 meeting. The amended Terms of Reference are being shared with the Committee and have been posted to the Site C project website: https://www.sitecproject.com/in-the-community/regional-community-liaison-committee .
2017-015	BC Hydro will follow up with the Committee to determine whether a meeting will be held after the site tour on Wednesday, October 18.	BC Hydro	September 6, 2017	Complete. BC Hydro has sought feedback from the Committee and has postponed the next meeting until the new year.