



PROJECT MEETING MINUTES

Committee Chair:	John Woods	Project Manager:	Sean Brennan	
Project Name:	South Canoe Wind Project			
Purpose of Meeting:	Regular Community Liaison Committee Meeting			
Location:	New Ross Family Resource Centre	Date	January 26, 2015	
Attendance	Role	Present	Regrets	
CLC Members				
Megan Davies	Local Resident			X
Debbie Innes	Local Resident	X		
Janis Kinnie	Cottage Owner, Zwicker Lake	X		
Ben Wiper	Chester Municipal Chamber of Commerce			X
Kerry Keddy	Chester Municipal Chamber of Commerce	X		
Eric Christmas	Mi'kmaq Rights Initiative			X
Dave Campbell	Local Resident, Maritime Parklands			X
George Robson	Local Resident, South Canoe Wind	X		
Debbie Reeves	Local Resident	X		
Merlin Gates	Local Resident	X		
Tina Connors	Local Resident, Municipal Councillor	X		
Sharon Church-Cornelius	Local Resident, Municipal Councillor	X		
Rick Cecchetto	Steering Team Lead, South Canoe Wind			X
Mary Frances Lynch	Community Relations Manager, South Canoe Wind	X		
Jenny Pratt	Environmental Specialist, South Canoe Wind	X		
John Woods	Executive Sponsor, South Canoe Wind	X		
Guests				
Sean Brennan	Project Manager, South Canoe Wind	X		
Isaac Comeau	Student, Acadia University	X		
Jordan Bell	Student, Dalhousie University	X		
George Broome	Local Resident	X		
1. Adoption of Meeting Agenda				
<p>Change to add agenda item 3d) on Bob Hutt. Motion to adopt meeting agenda moved by Sharon, seconded by Debbie. Introductions around table for university students in attendance.</p>				
2. Review of May Meeting Minutes and Action Items				
<p><u>Correction</u> - Sharon was in attendance at the September meeting. September Meeting Minutes approved, moved by Sharon, seconded by Kerry.</p> <p>Review of outstanding action items from September 2014 meeting:</p> <ol style="list-style-type: none"> 1. Post turbine delivery route maps on website. <i>Completed via GPS tracker.</i> 2. Sponsorship Funding - A clause should be included in the advertising that we do not accept grant applications for fund raising. <i>MF to add to future application form. Remain as ACTION ITEM.</i> 3. Send notice to CLC when turbines are delivered on Fridays. <i>Updates were posted daily on website up until last week. Now there is a message stating that deliveries are taking place Monday through Saturday until mid-February weather permitting.</i> 4. Sean to send to Debbie Reeves the list of side highways to share with truckers association. 				

Completed.

5. Speak with Ross Farm about interaction with construction. *Completed by Roger.*
6. Sponsorship committee needs to sort out details with Mike, Rick, Sean, + one rep from sub-committee on micro-loan program. *Not completed, to be discussed during this meeting.*

3. Sponsorship Fund Update

a) Review Under and Over \$1000 Reports received to date

Have the Sponsorship Fund Sub-Committee members been able to access the reporting files on Dropbox? Is Dropbox the best file sharing option? *Dropbox works for most, with a couple members requiring assistance. Debbie Innes and Mary-Frances Lynch can assist. The group will use Dropbox for file sharing on the Sponsorship Fund.*

The Sponsorship Sub-Committee has received reports from most of the grant recipients. Of the reports received, here is a summary:

Under \$1000 Grants

Have received reports from New Ross Community Market Co-op, New Ross Golden Age Club, New Ross Historical Society, New Ross Pre School Society and Vaughan Baptist Church. All were satisfactory and provided receipts and photos of the projects.

Forties Garden Club did not spend the funding last summer as they lost their garden plot. They have plans to use the funding this spring.

CLC questions and comments:

- How long can they keep the money and not use it?
- Should set up a guideline for extension once the group has gone through all projects – sub-committee should decide this.
- Suggestion that a group cannot apply for another grant if you have not completed their project.
- **The above items will be decided by sub-committee in a separate meeting. ACTION ITEM.**

Over \$1000 Grants

- Kings-West Hants CAP association – Funding has not been spent yet. Two scanners were bought but they did not perform well and were returned. CAP hopes to have an answer from the manufacturing company and will try to order a 3D printer instead. Circuitry has been purchased. Will try and have report finished the first week of February. If money cannot be spent, it will be returned.
- New Ross District Museum Society (Ross Farm) – Trails done. Report received.
- Charing Cross Garden Club – Gardens done. Report received.
- Diamond Devilz Motorcycle Sisterhood – Event was held in July. Report received.
- Forties Community Centre - Requested an extension which was granted before Christmas. The latest update included photos of the renovations. The group is putting final touches and hope to be done any day now. Finishing trim now.
- New Ross Legion – Requested an extension before Christmas and are currently under new

leadership through Legion Command. MF has spoken to new leader Marion Fryday-Cook and she has notified that a special committee will oversee renovations which must be done by April since they are hosting an event around that time.

CLC comment – extension will be looked at more closely and decided upon by sub-committee. ACTION ITEM.

- New Ross Consolidated School – Funding was provided in September and the school has received some equipment for their learning lab, but not all. Still awaiting final equipment and will provide report shortly thereafter.
- New Ross Farmers Association – Upgrades made to fair grounds, saw these during New Ross summer Fair. Report received.
- New Ross Family Resource Centre – They have conducted surveys and hosted one public engagement session on re-thinking the food system in New Ross. They are holding their second public engagement workshop this Saturday. Report received.
- New Ross Regional Development Society – The new website was up and running before the Christmas Festival and now they are completing a second round of edits on the site. They have spent most of the funding and expect to use the remainder in February, with the website complete in March.
- Southwest Hants Fire Society – Completed store and range hood upgrades. Report received.
- Vaughan United Church – Replaced windows. Report received.

Tally of funding spent to date is \$98,572 with \$101,428 remaining.

General comments on non-profit grants:

- Was South Canoe recognized by recipients? *Yes – all groups made reference to South Canoe in flyer, plaque at location, and/or orally, etc.*
- Suggestion that new guidelines be drafted outlining how often groups can apply for grant.
- Sponsorship committee will need to decide on deferrals/extensions – to meet after this meeting. **ACTION ITEM.**
- Idea of providing mid-term report so that CLC has a sense of the project progress.
- Extensions should be an exception. Must set ground rules and make sure that future applicants know what is expected of them.

b) Micro Loan Program

- Last meeting's minutes outline that a CLC member should accompany Sean and Rick in the discussions with Mike Wilcox at the Credit Union.
- Who from sub-committee will participate in planning of micro loan program?
- How much funding for the micro loan program – transfer it into account? Would go into trust fund but need to decide amount.
- What are the criteria for approving loans? Credit Union needs to understand this better.
- What is the recourse for grants that go faulty?
- Signing authority for loans – who does that rest on?

	<ul style="list-style-type: none"> • Loans are reviewed first by Credit Union and approved by them. Credit Union staff have expertise in matters of reviewing and approving loans. South Canoe would step in to back higher risk loans through the Micro Loan program. • CLC needs to set up criteria for loans – ie. community development, business development, entrepreneurial, for projects under \$5000, people who have no credit already. • Sub-committee needs to decide timeframe for microloan program – they will meet separately in next week or so. ACTION ITEM. • Digital meeting is possible through Debbie Innes. <p>c) Fund Planning for 2015 – ie. future rounds of funding, committee make-up, transition post project completion</p> <ul style="list-style-type: none"> • What does the transition look like post project completion? <ul style="list-style-type: none"> ○ Idea that group should continue to meet to discuss micro loan program, deal with community complaints, and discuss tourism potential and ways of promoting the area. ○ There should be continuance of a small group of people that report to project owners. ○ If residents have concerns they need to be able to access CLC and have their concerns re-directed to owners. • Who will take on management and logistics of CLC meetings? • Does the CLC still have access to funds for events, operating committee, printing, etc. post-completion of the project? <i>Unsure.</i> • What has Nova Scotia Environment decided for continuation of South Canoe CLC? • Idea to have an annual tour of the wind farm so people know when they can come see it. • CLC should think about the future of the committee - Do you see the committee surviving? What does the committee need to work well in the future? Where does it go? How do you see yourself playing a role? MF to send questions to the group over email before next meeting. ACTION ITEM. • Next meeting discuss scenarios for CLC transition. ACTION ITEM. <p>d) Remembering Bob</p> <ul style="list-style-type: none"> • Round-table of stories remembering Bob. • Idea to set up scholarship in Bob's name for study in environment, film, photography. To discuss further. ACTION ITEM.
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4. Project Update

	<p>Construction Update – Sean Brennan</p> <ul style="list-style-type: none"> • 26 turbines on-site, 19 have nacelle, 12 turbines have blades installed. • Next step is to electrically complete the turbine and ensure lifts are installed and certified. • 5 or 6 days of work to get turbine electrically complete. Seven turbines electrically complete. • Once turbine is electrically complete, you need to mechanically complete the turbine before commissioning and connecting to grid. • We are now in the process of energizing the first circuit of turbines (8 turbines). We can energize the turbines circuit by circuit. Do not need to have all 34 turbines complete to do this.
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	<ul style="list-style-type: none"> • Should have 8 turbines operating shortly. • Can CLC know when the turbines are being turned on? MF to notify CLC – ACTION ITEM. • Very windy conditions for construction - difficult to erect turbines. We picked a good site. • Will host another open house in May or June 2015 when weather is better. • How close can a turbine be to another one? <i>General rule for separation distance is 3x rotor diameter. South Canoe's turbines are spread out from one another.</i>
5. Feedback on Deliveries	
	<ul style="list-style-type: none"> • Residents on Lake Lawson Rd were concerned about GPS tracking tool. • Hwy 12 is being salted as a result of turbine deliveries which is a good thing. • Make sure that people slow down during deliveries due to winter road conditions. • Flagging truck should be further ahead of nacelle truck. • Flagging truck has waved vehicles off to the side – this was helpful. • Flagging trucks should be consistent. • Novelty of turbine deliveries has worn off. • 8 turbines remaining to be delivered.
6. Round table of future topics	
	<ul style="list-style-type: none"> • Select best viewing location for the project • Discussion on role/makeup of CLC post project completion • Site ribbon-cutting event • Scholarship under Bob Hutt's name • South Canoe's participation in Chester Chamber of Commerce After-Hours to highlight economic spinoffs from project.
7. Meeting close out	
	<p>Meeting start: 6:38pm Meeting close: 9:00pm Next Meeting: Monday March 23, 2015, 6-8pm, location to be confirmed</p>
Minutes compiled by:	Mary-Frances Lynch
Please review Minutes for errors and omissions, and advise complier accordingly.	