Energy Ottawa

Public Community Meeting
Summary Report

For
Trail Road Solar Project

H348576-000-121-066-0003
Rev. 0
June 25, 2015
Report

Trail Road Solar Project - Public Community Meeting Summary Report

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Table of Contents

1. Introduction ........................................................................................................................................... 1

2. Comments and Questions Submitted in Response to the Notice of Community Meeting ................................................................. 1

3. Community Meeting Summary ........................................................................................................... 2
   3.1 Materials Presented during the Community Meeting ................................................................. 2
   3.2 Questions, Concerns and Project Response ............................................................................... 3

4. Summary and Conclusion ................................................................................................................... 3

List of Tables

Table 2-1: Summary of Comment and Questions Submitted in Response to the Notice of Community Meeting ................................................................. 2
Table 3-1: Summary of Comments and Questions Submitted During the Community Meeting .............. 3

List of Appendices

Appendix A       Sign In Sheet
Appendix B       Display Boards
Appendix C       Comment Form
1. **Introduction**

The Large Renewable Procurement (LRP) is a competitive process for procuring large renewable energy projects (greater than 500 kW). The Independent Electricity System Operator IESO (formerly the Ontario Power Authority) has designated Energy Ottawa as a Qualified Applicant under the LRP process based on the ability to meet a set of mandatory requirements focused on past development experience and financial capability. Energy Ottawa is now eligible to submit a proposal under the Request for Proposals (LRP I RFP) stage. At the conclusion of the LRP I RFP stage, the IESO may award contracts for successful projects up to specified procurement targets for wind, solar, waterpower and bioenergy.¹

Energy Ottawa is proposing to develop up to a 14.5-MW ground-mount solar project (hereinafter referred to as the “Project”) located in the City of Ottawa. An important part of the Project proposal will be meaningful community engagement.

A community meeting was held to discuss the Project with members of the public, as per Section 3.2.5(c) of the LRP Request for Proposal (LRP I RFP), on Wednesday, June 10, 2015, at the Trail Waste Facility Office, 4475 Tail Road, Ottawa, Ontario. The public community meeting was an open house format with poster board displays available for review. A copy of the presentation material is attached as Appendix A. Conversations regarding specific questions or concerns, questions posed during the town hall portion of the meeting, as well as responses provided by Project representatives were documented during the meeting.

This meeting summary report has been prepared in accordance with Section 3.2.5.(c)(ix)(1) of the LRP I RFP.

2. **Comments and Questions Submitted in Response to the Notice of Community Meeting**

As per Section 3.2.5(d), a notice of community meeting was

- published in the Metroland East - *Stittsville News* on May 21, 2015, and in the *Ottawa Sun* on May 25, 2015
- distributed to neighbouring landowners abutting and within 120 m of the boundary of the Project site

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• distributed to every First Nation and Métis community that may be affected by or otherwise interested in the Project
• distributed to the Clerk of the City of Ottawa
• distributed to the Director, Environmental Approvals Access and Service Integration Branch, MOECC, and
• distributed to the secretary-treasurer of the Rideau Conservation Authority.

A summary of comments and questions submitted in response to the notice of community meeting is provided in Table 2-1 along with the Project response.

<table>
<thead>
<tr>
<th>Comment/Question</th>
<th>Response</th>
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<tbody>
<tr>
<td>Rideau Valley Conservation Authority (RVCA) expressed interest in stormwater</td>
<td>A stormwater management plan for both construction and operations phases of the project will be prepared during the Renewable Energy Approval process, and provided to RVCA for review and comment.</td>
</tr>
<tr>
<td>management quality and quantity control</td>
<td></td>
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</tbody>
</table>

3. Community Meeting Summary

The community meeting took place on Wednesday, June 10, 2015, from 6:00 p.m. to 8:00 p.m. A total of two (2) people signed in at the public meeting. A sample copy of the sign in sheet (completed sign-in sheets have not been included to protect the privacy of attendees) is provided in Appendix A.

The following Sections provide the following:

• copies of all materials presented during the community meeting
• summaries of all comments and questions submitted, and responses.

3.1 Materials Presented during the Community Meeting

The material presented at the community meeting included display boards and hard copy materials providing information about the Project including information to satisfy each of the requirements outlined in Section 3.2.5(c) of the LRP | RFP.

Hard copy materials on hand also included the following:

• Printed copies of the display boards available for attendees to retain as desired (included as Appendix B)
• Site Considerations Information (prepared in accordance with Section 3.2.6(b) of the LRP | RFP)
• Community Engagement Plan (prepared in accordance with Section 3.2.5(a) of the LRP I RFP), and
• IESO’s Prescribed Template – Notice of Public Community Meeting.

3.2 Questions, Concerns and Project Response
A Comment Form was available at the community meeting for attendees to provide comments or questions regarding the proposed Project to Energy Ottawa representatives. No Comment Forms were completed and returned at the community meeting. A sample Comment Form is provided in Appendix C.

A summary of comments and questions submitted via discussions between attendees and Project representatives during the meeting are provided in Table 3-1 along with the Project response.

Table 3-1: Summary of Comments and Questions Submitted During the Community Meeting

<table>
<thead>
<tr>
<th>Comment</th>
<th>Response</th>
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<tbody>
<tr>
<td>Who will operate the facility?</td>
<td>Energy Ottawa would operate the facility</td>
</tr>
<tr>
<td>Who will construct the facility?</td>
<td>The facility would be constructed by a contractor selected by Energy Ottawa.</td>
</tr>
<tr>
<td>What happens at the end of life of the facility?</td>
<td>The facility will be decommissioned and all equipment removed. Restoration of the land will be reviewed with the City of Ottawa and the Ontario Ministry of the Environment and Climate Change.</td>
</tr>
<tr>
<td>Could the City of Ottawa re-mine the landfill?</td>
<td>Energy Ottawa is not currently aware of any plans to re-mine the landfill. The development of this project is being proposed with the full knowledge of the City of Ottawa.</td>
</tr>
</tbody>
</table>

4. Summary and Conclusion
A Public Community Meeting was held to discuss the Project with members of the public, as per Section 3.2.5(c) of the LRP Request for Proposal (LRP I RFP), on Wednesday, June 10, 2015, with representatives from Energy Ottawa and Hatch Ltd. available to discuss the Project. There were a total of two (2) individuals who signed in at the community meeting. Energy Ottawa provided answers to all the questions and comments that were raised, and will continue to engage with the community on this project throughout the development process.
Appendix A
Sign In Sheet
Sign-In Sheet

Thank You for Attending this Community Meeting!

Please Print Clearly

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Complete Mailing Address</th>
<th>Email</th>
<th>Would you like to be included on our Stakeholder Mailing List for Future Mailings?</th>
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Appendix B
Display Boards
Energy Ottawa, a subsidiary of Hydro Ottawa, is a generator of renewable energy and provider of commercial energy management services. Energy Ottawa is the largest municipally owned producer of green power in Ontario. In total, Energy Ottawa’s electricity generating stations produced 320,000 megawatt hours (MWh) of renewable energy in 2012—enough to meet the annual needs of approximately 38,000 homes. Energy Ottawa’s electricity generating facilities include:

- Six hydroelectric stations at Chaudière Falls on the Ottawa River with a total capacity of 38 MW
- A landfill gas-to-energy plant at the Trail Road Landfill with a capacity of 6 MW
- A landfill gas-to-energy plant at the Laflièche Landfill in Moose Creek, Ontario with a capacity of 4.2 MW
- A number of small solar installations within the City of Ottawa
Energy Ottawa Inc., is proposing to construct a ground-mount solar project on the closed Nepean Landfill, and two properties on Moodie Drive. The project is expected to connect to the Hydro Ottawa distribution network on Moodie Drive. Preliminary designs for the project are being prepared, and the project would have an estimated capacity of up to 14.5 MW (AC).

CONSTRUCTION PROCESS

Should the Project receive a contract from the IESO, Construction would occur once all permits and approvals for the facility have been obtained. This would occur in Spring 2017, at the earliest.

- Given the high amount of truck traffic already occurring in this area, construction traffic would not be expected to damage or degrade local roads.
- Fencing will be installed around the perimeter of the site to prevent unauthorized access.
- An Emergency Response Plan will be prepared prior to construction and operations, in consultation with authorities from the City of Ottawa, to ensure public health and safety.

- Designs will be completed in consideration of the design of the landfill cap.
- It is currently anticipated that a ballasted racking system will be employed to reduce the amount of infrastructure placed into the cap.
- Detailed studies will be prepared to ensure that there is no impact on the function of the landfill cap.
- Once construction is completed, an application will be made to the Ontario Ministry of the Environment and Climate Change (MOECC) for an amendment to the existing Certificate of Approval for the Nepean Landfill.
Energy Ottawa Inc. was selected by the Independent Electricity System Operator (IESO) as a Qualified Applicant in the Large Renewable Procurement Process (LRP). The LRP is a competitive process for procuring large renewable energy projects, with a target of 140 MW of solar power.

Energy Ottawa Inc. will be submitting a proposal to develop, construct and operate the Trail Road Solar Project to the IESO in September 2015 as the Registered Proponent of the project. The IESO will review all submissions received, and may award contracts to successful bidders by the end of 2015.

Should the Project receive a contract, the Project would enter the Renewable Energy Approval (REA) process. The REA process is administered by the MOECC, and provides a means to incorporate the environmental, cultural heritage features, and social considerations into the development process. As part of this process, additional detailed site investigations will be completed. Features investigated will include, amongst others:

- Wildlife habitats
- Wetlands and woodlands
- Species at Risk
- Waterbodies

In addition to the REA, an amendment to the Certificate of Approval for the Nepean Landfill will be required. Other additional permits, such as an Endangered Species Act approval from the Ontario Ministry of Natural Resources and Forestry, may be needed. Municipal approvals, such as building permits may also be required.
SITE CONSIDERATIONS
INFORMATION –
SITE AND FEATURES
WITHIN 5 KILOMETERS

Section 3.2.6(b)(i)(1) - Site
Section 3.2.6(b)(i)(2) - Connection Line
Section 3.2.6(b)(i)(3) - Key Features of the Project (SEE FIGURE 2)
Section 3.2.6(b)(i)(4) - Municipal Boundaries
Section 3.2.6(b)(i)(5) - First Nation Lands (NONE)
Section 3.2.6(b)(i)(6) - Geographic Township Boundaries (NONE)
Section 3.2.6(b)(i)(7) - Highway
Section 3.2.6(b)(i)(8) - Railway
Section 3.2.6(b)(i)(9) - National and Provincial Parks; Conservation Reserves (NONE)
Section 3.2.6(b)(i)(10) - Airports, Aerodromes and Weather Radars (NONE)
Section 3.2.6(b)(i)(11) - Property Boundaries (SEE FIGURE 2)
Section 3.2.6(b)(i)(12) - Waterbody
Section 3.2.6(b)(i)(13) - Other Off-Shore Wind Facilities (N/A)
Section 3.2.6(b)(i)(14) - Provincial-Crown Land (NONE)
Section 3.2.6(b)(i)(15) - MHC Grid Squares Containing an Endangered or Threatened Species Record
Section 3.2.6(b)(i)(16) - Provincially Significant Area of Natural and Scientific Interest
Section 3.2.6(b)(i)(17) - Provincially Significant Wetland (NONE)
Section 3.2.6(b)(i)(18) - Approved Plan Areas (NONE)
Section 3.2.6(b)(i)(19) - Heritage Resources (NONE)
Section 3.2.6(b)(i)(20) - Waterbody/Watercourse
Section 3.2.6(b)(i)(21) - 5 Km from Site and Proposed Connection Line

Notes:
1. Produced by Hatch under licence from Ontario Ministry of Natural Resources, Copyright (c) Queens Printer 2014.
2. Spatial referencing UTM NAD 83, Zone 18.
TRAIL ROAD SOLAR PROJECT

SITE CONSIDERATIONS INFORMATION – FIGURES 1A, 1B and 1C

Figure 1A

Figure 1B

Figure 1C

Notes:

2. Spatial referencing UTM NAD 83, Zone 18.

Transmission Line (NONE)

Section 3.2.6(b)(i)(15)(iii) - Provincially Significant Wetland

Natural and Scientific Interest (NONE)

Endangered or Threatened Species Record (NONE)

Section 3.2.6(b)(i)(12) - Waterbody/Watercourse

Section 3.2.6(b)(i)(10) - Airports, Aerodromes and Weather

Section 3.2.6(b)(i)(8) - Railway (NONE)

Conservation Reserves (NONE)

Section 3.2.6(b)(i)(12) - Waterbody/Watercourse

Section 3.2.6(b)(i)(15)(iv) - Approved Plan Areas (NONE)

Section 3.2.6(b)(i)(15)(iii) - Provincially Significant Wetland

5 Km from Site and Proposed Connection Line

5 Km from Site
Energy Ottawa Inc.
Trail Road Solar Project

Figure 2
Energy Ottawa Inc.
Trail Road Solar Project
Site Considerations Information

SUMMARY

Site Considerations Information
Site and Features within 120 Meters

Legend:

- Key Map
- Key Features of the Project
- Substation
- Solar Panel
- Transmission Line
- Internal Connection Line
- Property Boundaries
- Waterbody
- Waterbody/Watercourse
- Provincially Significant Area of Natural and Scientific Interest
- Municipal Boundaries
- Highway
- Railway
- oemodell

Notes:
1. Produced by Hatch under licence from Ontario Ministry of Natural Resources, Copyright (c) Queens Printer 2014.
2. Spatial referencing UTM NAD 83, Zone 18.
FREQUENTLY ASKED QUESTIONS

1. Why was this location chosen?
This location was chosen because it represents a suitable use for City of Ottawa owned land that is located close to a connection point with existing power lines.

2. What approvals will be required before this Project proceeds?
The project will be required to obtain a Renewable Energy Approval (REA) from the Ontario Ministry of the Environment and Climate Change (MOECC), which also requires confirmation letters being issued by the Ontario Ministry of Natural Resources and Forestry (MNRF) with respect to natural heritage features (woodlands, wetlands, wildlife habitats) and the Ontario Ministry of Tourism Culture and Sport (MTCS) with respect to archaeological and cultural heritage features.

At present, it is not anticipated that approvals from the local Conservation Authority will be required as the Project is to be located outside of the identified regulated areas.

Additional permits and approvals will be required for the construction of the Project (such as building permit, entrance permit, Ontario Energy Board Leave to Construct).

3. What opportunities will I have to provide input?
Should the Project receive a contract from the IESO, the Project would enter the Renewable Energy Approval process, at which point two additional community meetings will be held, one of which will be held after all of the Project reports have been made available for review. In addition, once an application has been submitted to the Ministry of Environmental and Climate Change, a posting will be made to the Environmental Registry with a 30 day comment period in which you can directly provide comments to the agency reviewer.

Notices in local newspapers and direct mailings will be distributed with regard to additional engagement opportunities.

Outside of the community meetings identified above, you are always welcome to contact the Project representatives at any time.

4. When would construction occur and how long would it take?
The commencement of construction cannot occur until the Renewable Energy Approval, and all other permits and approvals, are obtained. At present, it is anticipated that, should the Project be successful in the LRP process, construction would commence (at earliest) in summer 2017, and would be completed within six (6) months to one (1) year.

5. Will there be more traffic in the area?
Some heavy equipment, truck and car traffic to and from the Site will be required during the construction period, however given the existing car and truck traffic to the landfill operations this is not expected to represent a significant increase. Once the facility is operating, there will be minimal traffic, as the Site will not have on-site, full-time staff.

6. What will the facility look like and will I be able to see it?
The fencing typically consists of a 1.8 m (6 foot) security fence around the perimeter with barbed wire on top. Existing roadside and property line vegetation will be maintained where possible to provide visual screening to minimize sightlines of the facility and fencing. Beyond the fence line, rows of solar panels facing generally south will be installed. There will also be a substation on the properties west of Moodie Drive to collect the power produced by the facility and connect it to the distribution network.

7. Will the Project be noisy?
Some noise will be created by the electrical equipment (inverters and transformers) at the facility, predominately during daylight hours when power is being generated; however, the facility will be designed to meet stringent provincial noise guidelines. A Noise Report will be prepared as part of the Renewable Energy Approval documentation and will be shared at future community meetings. The solar panels making up the majority of the facility will not generate any noise.

8. Is there any health or safety risk associated with the Project?
During construction, the contractor will prepare a health and safety plan to ensure the safety of the construction workforce as well as the general public. Emergency contact information will be posted at the Project location should an emergency be identified during construction or operations. During operations, an Emergency Response Plan will be prepared and maintained.

A Solar Electricity Safety Handbook for Firefighters, has been prepared by the Ontario Association of Fire Chiefs and the Canadian Solar Industries Association (CanSIA). Energy Ottawa will work with the local fire department to ensure that any potential concerns are addressed prior to the start of operations.

9. What happens when the Project is no longer required?
Once it is no longer required, the Project will be decommissioned and lands will be restored to a state consistent with the present uses. A Decommissioning Plan report will be prepared as part of the Renewable Energy Approval process.
THANK YOU
FOR ATTENDING

If desired, please use the comment sheets provided to advise of any comments, questions or concerns you may have, or to provide us with your contact information for inclusion in the Project mailing list.

Following this meeting, a Meeting Summary Report will be prepared that documents the meeting, and questions and concerns that have been raised. This report will be posted to the Project website and distributed to the City of Ottawa.

FOR ADDITIONAL INFORMATION ON THE PROJECT

please visit the Project website at: http://energyottawa.com/generation/solar-installation-partnerships/ground-mount/ or contact the Project representative below:

Sasha McCulloch
Engineering Intern, Generation
3025 Albion Road, Ottawa Ontario K1G 3S4
T: 613-225-0418 ext. 7051
sashamcculloch@energyottawa.com
Appendix C
Comment Form
Energy Ottawa is committed to comprehensive and transparent engagement regarding the proposed Trail Road Solar Project, and your comments are important to us.

Thank you for attending this community meeting!

Please use the space provided below to provide us with any comments or questions about the proposed Project.
The following information is optional:

Name: ______________________________________________

Mailing Address: _______________________________________

____________________________________________________

Email: _______________________________________________

Would you like to be included on the Stakeholder Mailing List for the Project? (If so, please ensure that your full mailing address is provided)

A meeting summary report will be prepared following the community meeting which will include copies of all materials presented during the community meeting and summaries of all comments and questions submitted, along with Energy Ottawa’s response. A copy of the meeting summary report will be posted to the Project website: http://energyottawa.com/generation/solar-installation-partnerships/ground-mount/

With the exception of personal information, all comments will become part of the public record.