

# COMMUNITY ENGAGEMENT PLAN FOR THE LENNOX SOLAR PROJECT

Submitted to:  
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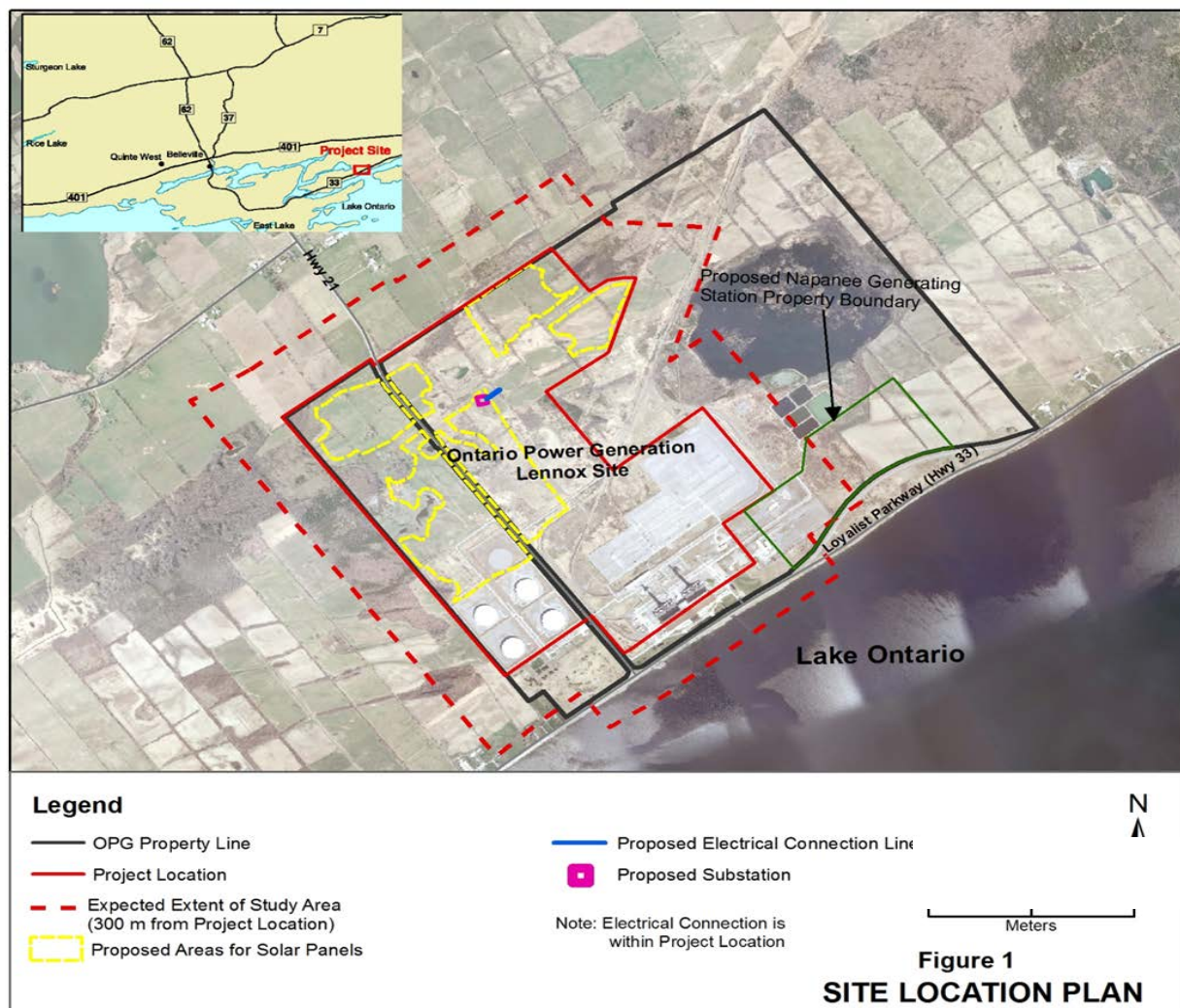
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## 1.0 INTRODUCTION

SunEdison Canadian Construction LP (the “Qualified Applicant”) and Ontario Power Generation Inc. (“OPG”), in a joint venture as Lennox Solar LP (the “proponent”), are proposing to design, build and operate up to a 40 MW (megawatts of alternating current) Solar Energy Project (the “Project”) at the existing Ontario Power Generation Lennox Generating Station (GS) site in the Town of Greater Napanee, Ontario (see Figure 1 – Site Location Plan). This Project will be submitted into the Independent Electricity System Operator (IESO) Large Renewable Procurement (LRP) I Request for Proposal (RFP), with IESO awarding contracts to successful projects late 2015. The proposed Project is classified under O.Reg. 359/09 Renewable Energy Approval (REA) process as a Class 3 Solar Facility and will generate up to 40 MW AC if successful in IESO LRP I program. This Community Engagement Plan lays out consultation objectives and activities in support of the REA process and the LRP I process. The objectives of community engagement activities for the Project are to provide stakeholders with an opportunity to have meaningful input on the project and to allow Lennox Solar LP to address stakeholder concerns where possible and feasible. A separate Aboriginal Consultation Plan has been prepared to address consultation with Aboriginal Communities/Peoples.

Figure 1 Site Location Plan



## 2.0 OVERVIEW OF PROJECT

As noted above, the project involves the design, construction and operation of up to a 40 MW Solar Energy Project at the existing Lennox GS site. The Lennox GS is located on land located on Lake Ontario adjacent to the corner of Loyalist Parkway (Hwy 33) and Hwy 21. The Lennox GS land parcel represents the Project Site (the "Site"). Within the Project Site the "Project Location" represents the physical footprint of the Project, including the proposed facility components and temporary areas used during construction. The Project Location may be refined and narrowed down as the detailed design evolves, but will not be greater than the Project Location described and illustrated in this Project Description Report (PDR). Solar panels are proposed to be located within six areas (which are approximately 81 ha / 200 acres in total size) as outlined in Figure 1.

The Project Location will be used to install and accommodate all components of the proposed facility, including all temporary areas that will be used throughout the life of the Project (i.e. construction, operation and decommissioning), including construction laydown areas and access roads. All Project activities will be conducted on the land owned or leased by the project. The exact limits of the Project Location have yet to be determined, and will be refined and narrowed depending on the point of interconnection to the provincial grid, which will be established during on discussions with Hydro One and IESO.

Additional information about the Project and the anticipated environmental effects can be found in the Draft Project Description Report available on the website [www.lennoxsolar.com](http://www.lennoxsolar.com) or upon request.

## 3.0 OVERVIEW OF LRP AND REA PROCESS

The Lennox Solar project is subject to the REA process and is being bid under the IESO LRP process, both of which have consultation requirements which must be met.

The REA consultation requirements are depicted in Figure 2 below. The REA process includes regulated minimum consultation requirements to ensure that the public, municipalities, Aboriginal communities and other stakeholders are notified about a project and are given sufficient opportunities to provide feedback and information to the proponent as outlined in O. Reg. 359/09. These minimum requirements include rules for notification and consultation with Aboriginal communities, public notification, holding public meetings, making reports available, and engaging municipalities. Of particular importance is the timing of the release of reports prior to community meetings.

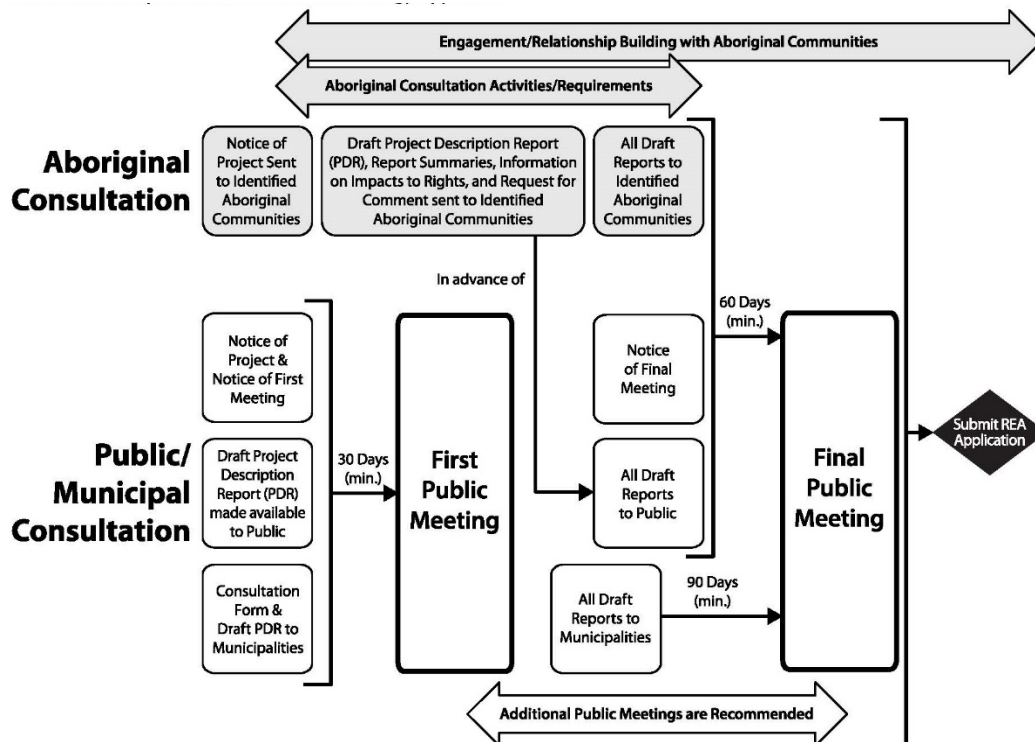
Mandatory consultation requirements with respect to the REA process include the following:

- Notices of the Project and of Public Community Meetings;
- Public Community Meetings Open Houses (2);
- Use of a publicly accessible project website to post relevant project information; and,
- Provision of reports in a timely manner in accordance with the REA process requirements prior to consultation events (see Figure 2).

The LRP process sets out similar consultation requirements and requires the proponents to provide 'certain proofs' of consultation and support from adjacent communities, neighbours and Aboriginal communities as required. With

respect to the Lennox Solar Project, the LRP requirements relate to posting of this Community Engagement Plan in a manner which is publicly accessible in addition to submission of required documentation for notifications, meetings, and other consultation activities. For example, all community consultation materials including this plan, meeting reports, Site Considerations Information, and notices must be sent to the clerk of the relevant municipalities in addition to any other contact as designated by the Municipality. The LRP process is asking for the documentation of consultation activities undertaken pursuant to the REA process such that community and other stakeholder support and consultation efforts for the Project can be gauged and proof provided that the appropriate consultation has occurred in the appropriate manner.

Figure 2 REA Process and Consultation Requirements



## 4.0 COMMUNITY ENGAGEMENT APPROACH AND GUIDE REQUIREMENTS

The design and implementation of an appropriately directed and effective community engagement program will play a key role in ensuring that the Project receives all requisite environmental approvals. Consultation undertaken for this Project must meet both the consultation requirements for the REA and the consultation requirements for the IESO LRP process. Consultation is a critical component of the REA and LRP processes. This community engagement plan acknowledges the minimum requirements set out by both the REA process and the IESO LRP process and seeks to build on them to ensure these requirements, are met or bettered. This Plan and our past practices with respect to consultation are consistent with best practices, approaches and techniques.

The objectives of community engagement are to:

- encourage early information sharing by all participants;
- identify public support or concerns in regard to the Project;
- promote transparency and accountability in government decision making;
- improve the Project by incorporating community knowledge, Aboriginal traditional knowledge and public ideas and opinions where appropriate<sup>1</sup>;
- identify and share various viewpoints on the Project;
- contribute to the conservation and enhancement of the environment by supporting development that is environmentally and economically sustainable; and,
- provide opportunities for the public to influence the planning of the Project and its design before irrevocable decisions are made.

Based on the above requirements, the following are the core elements of the community engagement program:

- ***Informal meetings with key stakeholders*** as appropriate and if available prior to commencement of the REA process.
- ***Notice of Proposal to Engage in a Project*** will be published in local newspapers a minimum of 30 days in advance of the first public meeting and put on a website devoted to the Project. The Notice must be published on at least two separate days in a newspaper with general circulation in the local municipality or municipalities, if more than one is affected. As per the LRP process, the Notice must also be provided to:
  - every assessed owner of land within 120 m of the Project location;
  - every assessed owner of land abutting the parcel on which the Project is located;
  - every clerk of every local and upper-tier municipality in which the Project is located;
  - Director at MOECC as well as the district manager in which the Project is located; and
  - Secretary of every company operating an oil or natural gas pipeline if the pipeline right-of-way is within 200 m of the Project location.

Along with indicating to the public that the Project is being initiated, the Notice will assist Lennox Solar LP in building a mailing list for subsequent rounds of consultation. The publication of the Notice will be timed to also serve as the notice of the first Public Community Meeting.

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<sup>1</sup> Please note that the Aboriginal Consultation plan describes the proposed Aboriginal consultation process.

- **Two mandatory rounds of Public Community Meetings** will be convened. The first will be held early in the process (prior to the bid submission date) to introduce the Project, provide the Community Engagement Plan, provide a description of the Project, and identify/confirm issues and opportunities. The second will occur later on in the Project planning process (after the bid results are available) and will present the recommended approach to development, predicted environmental effects, mitigative measures, and address outstanding concerns. Notices for the community meetings must be distributed to the same list of people outlined above and any other potentially concerned stakeholders, in addition to those that have requested Project updates. The Notice of Public Community Meeting must follow the REA requirements and be distributed at least 30 days before the first meeting and at least 60 days before the second meeting.
- **A Project website** will be developed prior to issuing the Notice of Proposal and will provide information on the Project. Information posted on the website would include the project information, notices, REA documents, consultation materials, maps and contact information. A website address has been registered for the Project: [www.lennoxsolar.com](http://www.lennoxsolar.com).
- **Ongoing Public Inquiries** will be received via phone, letter or e-mail. These inquiries and comments will be responded to and recorded by Lennox Solar LP. Contact information for the Project is as follows:

Name: Svetlana Helc  
Title: Project Manager, Corporate Business Development  
Address: 700 University Avenue H18 E22  
Toronto, ON M5G 1X6  
Telephone: (416) 592-6658  
Fax: (416) 592-3489

Name: Gillian MacLeod  
Title: Senior Environmental Advisor  
Address: 700 University Avenue H18 D16  
Toronto, ON M5G 1X6  
Telephone: (416) 592-3481  
Fax: (416) 592-3489

Project Email: [info@lennoxsolar.com](mailto:info@lennoxsolar.com)

The following local newspapers will be used for the publication of notices:

- Kingston Whig Standard; and,
- Napanee Beaver.

## 5.0 PRELIMINARY LIST OF KEY STAKEHOLDERS

A list of key stakeholders will be developed and confirmed in consultation with staff at Lennox GS and the Project team. This list will reflect both those individuals and agencies whom already have a relationship with the site and those to be consulted as part of the REA process. All notices of consultation activities will be sent directly to those on

the stakeholder list. The following represents an initial list of key stakeholders (Aboriginal Communities are separately addressed in the Aboriginal Consultation Plan):

#### **Provincial Agencies**

- Ministry of Natural Resources and Forestry;
- Ministry of Energy;
- Ministry of Environment and Climate Change, Environmental Assessment Branch;
- Ministry of Tourism, Culture and Sport;
- Ministry of Municipal Affairs and Housing;
- Ministry of Aboriginal Affairs;
- Local MPP;
- IESO;
- OEB; and,
- Hydro One Networks Inc.

#### **Federal Agencies**

- Local MP;
- Canadian Environmental Assessment Agency;
- Department of Fisheries and Oceans;
- Transport Canada; and,
- Environment Canada.

#### **Municipal Agencies**

- Town of Greater Napanee (**Directly Affected Community**);
- County of Lennox and Addington; and,
- Cataraqui Region Conservation Authority.

#### **Corporations and Non-Government Organizations**

- The secretary of every company operating an oil or natural gas pipeline if the pipeline right-of-way is within 200 m of the Project location; and,
- Corporations owning land abutting the Project site or within 120 m of the site.

#### **General Public**

The general public mailing list will be developed. The general public members to whom consultation should be extended include:

- Site neighbours (including abutting landowners and permanent and seasonal residents);
- Residents within adjacent communities; and,
- Anyone who responds to the first Notice of Proposal.



## **6.0 COMMUNITY ENGAGEMENT PLAN**

Outlined below are the tasks necessary to implement the Community Engagement Plan. A separate Consultation Plan has been developed for Aboriginal Consultation.

### **Task #1 – Build the Contact List**

A stakeholder list will be developed in Microsoft Excel format. This database is continually updated. It is expected that this will be initiated with the list of contacts the project team has already in hand for the Lennox GS site.

### **Task #2 – Informal Meetings Prior to Commencement of REA Process**

Informal meetings with municipal staff of the Directly Affected Community and relevant Provincial Ministries - may be held in advance of commencement of the REA process. The purpose of these meetings will be to introduce the Project and discuss any specific issues. These meetings will be identified as required and will assist Lennox Solar LP in identifying and understanding issues to be addressed.

### **Task #3 – Notice of Proposal/Website**

As detailed above, the Notice of Proposal to Engage in a Project must be created using the REA template and published in local newspapers at least 30 days prior to the first official REA community meeting. The distribution of the Notice must be as outlined above. A second Notice of Public Community Meeting pursuant to the LRP requirements and consistent with the LRP template will be published at least 15 days prior to the Public Community Meeting.

The website should be fully operational at this stage of the process and include the following information:

- Project Information;
- Notices;
- REA Documents;
- Consultation Materials;
- Maps; and,
- Contact information.

### **Task #4 – First Official Public Community Meeting**

It is recommended that the proposed First Public Community Meeting be held in early 2015, prior to the bid submission. The main purpose of the first community meeting is to inform the public about the Project, the REA process, the LRP process, identify the variety of studies to be undertaken, and flag any particular issues. The format for this meeting which includes display boards, attendance by subject matter experts to respond to questions, and sign-in sheets etc. Comments received as a result of the community meeting will be recorded and circulated for information and response.

### **Task #5 – Second Official Public Community Meeting**

The second Public Community Meeting will be held after bid results are known. Assuming the Project is successful in its bid, and there is an interest in proceeding, all draft reports must be provided to municipalities 90 days prior to the final community meeting and the draft reports must be available to the public and Aboriginal communities 60 days prior to the final community meeting. Thus, the timing of the final community meeting will be dependent on the submission dates of the draft reports. The purpose of the community meeting is the review of the draft reports. The second Public Community Meeting will follow the same format as the first one, unless change is warranted based on project or stakeholder demands. Comments received as a result of the community meeting will be recorded and circulated for information and response.

### **Task #6 – Preparation of Consultation Report**

A consultation report must be prepared as part of the REA submission. The report will document how stakeholder consultation activities were undertaken. It will also provide a record of the comments and information received through consultation in addition to how the comments were considered. The consultation report will record whether and how the Project was modified as a result of comments received.

### **Ongoing Tasks**

Along with the above noted community engagement tasks, on-going consultation will occur with the public. Specifically, contact information will be provided on the Project website and on Project notifications such that comments and questions can be sent to Lennox Solar LP and addressed at any time during Project planning. Public inquiries will be responded to and documented. Additional meetings will be held with local stakeholders if required.

## **7.0 REPORTING**

As noted above, drafts of all technical reports will be provided to the public for review and comment at least 60 days prior to the second Public Community Meeting. These reports will be finalized following public, Aboriginal and agency consultation.

Throughout Project planning, a comprehensive record of consultation activities and comments received will be kept for incorporation into a consultation report to be provided to the MOECC with all other reports as part of the final submission. The Project website will be updated with available information and consultation summaries. All meeting summaries will be posted to the website and thus will be available for review. At any time, members of the public are welcome to ask questions of the Project team by sending an email, letter or by phone, or they are welcome to provide comments on the information provided. We will respond to questions and comments as required, and make changes to Project planning based on the feedback received.