

Regional Community Liaison Committee Annual Report – 2021

Site C Clean Energy Project
March 31, 2022

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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 2025. 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 (see Table 1). 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 2021 Regional Community Liaison Committee Annual Report (the Report) provides a review of the Committee meetings held from January 1, 2021 – December 31, 2021, which covers the sixth 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) Group Communication Plan (CEMP Appendix D).

1.2 Community Agreements

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 the 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.

Four RCLC meetings were held in 2021, all virtually due to the COVID-19 pandemic. A list of the meetings can be found in Section 2.2. The Terms of Reference (Appendix A) for the RCLC specify a minimum of four meetings a year.

In addition to the quarterly meetings, BC Hydro held calls as needed with RCLC members to provide updates on COVID-19 and the Project. BC Hydro also provided a weekly COVID-19 email update and established a public website to share information about COVID-19 and the Project here <https://www.sitecproject.com/COVID-19>.

In addition to the RCLC, BC Hydro continued to meet virtually, 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.

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 representatives 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):

Regional Community Liaison Committee Annual Report: 2021
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- Chair, Director, Environment, Regulation, Community Impacts & Properties Site C
- On and Off-Site Construction Management Representatives
- Site C Community Relations Manager
- Site C Community and Social Mitigation Manager
- RCLC Coordinator
- Technical experts, as needed

Community representatives (Mayor, CAO, 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
- Saulteau First Nation
- District of Taylor
- District of Tumbler Ridge
- West Moberly First Nation

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

2.2 RCLC Meetings in 2021

Four RCLC meetings were held in 2021 on:

- March 17, 2021 (virtually)
- June 9, 2021 (virtually)
- September 29, 2021 (virtually)
- December 8, 2021 (virtually)

Meeting agendas are included in Appendix B, and material content to support RCLC meetings is listed in Appendix C. Action Items from the 2021 RCLC meetings are listed in Appendix D.

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 another 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: 2021 Regional Community Liaison Committee Meeting Agendas

All presentations and meeting summaries are posted publicly at <https://www.sitecproject.com/in-the-community/regional-community-liaison-committee>. Agendas are included below.

List of meetings in 2021 by date:

Date	Location
March 17, 2021	Electronic Meeting
June 9, 2021	Electronic Meeting
September 29, 2021	Electronic Meeting
December 8, 2021	Electronic Meeting

Site C Clean Energy Project Regional Community Liaison Committee

Wednesday, March 17, 2021
1:00 – 3:30 pm

Conference call details: Will be provided prior to the meeting for audio.

Video: A MSTEams link will also be distributed to permit the presentation of materials and video of committee members. The materials will be sent out in advance for any committee members who are not able to join MSTEams.

AGENDA

<ul style="list-style-type: none"> • Opening & Welcome (Dave Conway) 	1:00 PM
<ul style="list-style-type: none"> • Review of Agenda & Action Items (Dave Conway) 	1:02 PM
<ul style="list-style-type: none"> • Site C COVID-19 Update (Shanna Mason) 	1:05 PM
<ul style="list-style-type: none"> • Dam On-site Construction Update (Chris Waite) <ul style="list-style-type: none"> ○ Left Bank and Diversion Components ○ Right Bank ○ Other Main Civil Works 	1:10 PM
<ul style="list-style-type: none"> • Dam Off-site Construction Update (Matt Drown) <ul style="list-style-type: none"> ○ Transmission Line Work ○ Highway 29 Realignment ○ Portage Mountain Quarry ○ Hudson's Hope Shoreline Protection ○ Reservoir Clearing Work 	1:35 PM
<ul style="list-style-type: none"> • EAC Amendments Update (Karen von Muehldorfer/Josh Gietz/Nancy Pepper) 	1:55 PM
<ul style="list-style-type: none"> • Air Quality Monitoring & Public Complaint Process (Molly Brewis/Lindsay Routledge) 	2:20 PM
<ul style="list-style-type: none"> • Long Term Regional Benefits (Nancy Pepper) 	2:35 PM
<ul style="list-style-type: none"> • Jobs and Businesses Update (Kate O'Neil) 	2:55 PM
<ul style="list-style-type: none"> • Contractor Updates 	3:05 PM
<ul style="list-style-type: none"> • Roundtable (Committee members) 	3:15 PM
<ul style="list-style-type: none"> • Next Steps & Closing (Dave Conway) <ul style="list-style-type: none"> ○ Next meeting – June meeting date options: <ul style="list-style-type: none"> ○ June 2 or June 9 	3:25 PM

Site C Clean Energy Project Regional Community Liaison Committee

Wednesday, June 9, 2021
1:00 – 3:30 pm

This meeting will be held by ZOOM, a link will be sent out as well as a toll free number for those unable to connect through the link.

AGENDA

<ul style="list-style-type: none"> • Opening & Welcome (Dave Conway) 	1:00 PM
<ul style="list-style-type: none"> • Review of Agenda & Action Items (Dave Conway) 	1:05 PM
<ul style="list-style-type: none"> • Site C COVID-19 Update (Shanna Mason) 	1:10 PM
<ul style="list-style-type: none"> • Dam On-site Construction Update (Chris Waite) <ul style="list-style-type: none"> ○ Left Bank ○ Right Bank 	1:15 PM
<ul style="list-style-type: none"> • Dam Site Right Bank Stabilization (Mike Clark) 	1:30 PM
<ul style="list-style-type: none"> • Dam Off-site Construction Update (Matt Drown) <ul style="list-style-type: none"> ○ Transmission Work ○ Highway 29 Realignment ○ Reservoir Clearing Work 	1:50 PM
<ul style="list-style-type: none"> • 2021 Forecasted Flows and Reservoir Levels (Kelvin Ketchum) 	2:05 PM
<ul style="list-style-type: none"> • EAC Amendment Update (Karen von Muedorfer) 	2:15 PM
<ul style="list-style-type: none"> • BREAK (Optional) 	2:35 PM
<ul style="list-style-type: none"> • Community and Social Mitigation Update (Nancy Pepper) 	2:45 PM
<ul style="list-style-type: none"> • Jobs and Businesses Update (Lindsay Routledge) 	2:55 PM
<ul style="list-style-type: none"> • Contractor Updates 	3:00 PM
<ul style="list-style-type: none"> • Roundtable (Committee members) 	3:15 PM
<ul style="list-style-type: none"> • Next Steps & Closing (Dave Conway) <ul style="list-style-type: none"> ○ Next meeting – September meeting date options: <ul style="list-style-type: none"> ○ September 8th or 22nd *UBCM is Sep 13-17 	3:25 PM

Site C Clean Energy Project Regional Community Liaison Committee

Wednesday, September 29, 2021
1:00 – 3:00 pm

This meeting will be held by ZOOM, a link will be sent out as well as a toll-free number for those unable to connect through the link.

AGENDA

○ Opening & Welcome (Dave Conway)	1:00 PM
○ Review of Agenda & Action Items (Dave Conway)	1:05 PM
○ Site C COVID-19 Update (Shanna Mason)	1:10 PM
○ Dam On-site Construction Update (Jim McPherson) ○ Left Bank ○ Right Bank ○ Teco Pit (Chris Hatton)	1:15 PM
○ Dam Off-site Construction Update (Matt Drown) ○ Transmission Work ○ Highway 29 Realignment ○ Reservoir Clearing Work ○ Shoreline Enhancement (Katrina Kelly)	1:40 PM
○ BREAK (Optional)	2:05 PM
○ Community and Social Mitigation Update (Ben Rauscher) ○ Rustic Recreation Fund ○ Portage Program	2:15 PM
○ Jobs and Businesses Update (Lindsay Routledge)	2:25 PM
○ Contractor Updates	2:35 PM
○ Roundtable (Committee members)	2:45 PM
○ Next Steps & Closing (Dave Conway) ○ Next meeting – November / December meeting date options: ○ November 24 th or December 8 th	2:55 PM

Site C Clean Energy Project Regional Community Liaison Committee

Wednesday, December 8, 2021
1:00 – 3:00 p.m. MST
12:00 – 2:00 p.m. PST

This meeting will be held by ZOOM, a link will be sent out as well as a toll-free number for those unable to connect through the link.

AGENDA

○ Opening & Welcome (Dave Conway)	1:00 PM
○ Review of Agenda & Action Items (Dave Conway)	1:05 PM
○ Site C COVID-19 Update (Shanna Mason)	1:10 PM
○ Dam On-site Construction Update (Chris Waite) ○ Left Bank ○ Right Bank	1:15 PM
○ Dam Off-site Construction Update (Matt Drown) ○ Transmission Work ○ Highway 29 Realignment ○ Reservoir Clearing Work ○ Fish Enhancement Sites and selection rationale (Dave Hunter) ○ Temporary Upstream Fishway (Nich Burnett)	1:40 PM
○ BREAK (Optional)	2:05 PM
○ Community and Social Mitigation Update (Ben Rauscher) ○ Rustic Recreation Fund ○ Agricultural Compensation Fund ○ Boat launches	2:15 PM
○ Jobs and Businesses Update (Kate O'Neil)	2:25 PM
○ Contractor Updates	2:35 PM
○ Roundtable (Committee members)	2:45 PM
○ Next Steps & Closing (Dave Conway) ○ Next meeting – March meeting date options: ○ March 16th or March 23rd	2:55 PM

Appendix C: List of Supporting Materials

Materials supporting the Regional Community Liaison Committee meetings held in 2021.

BC Hydro is also providing regular COVID-19 updates to the RCLC throughout the pandemic.

Title	Author	Date
RCLC Workforce Report (December 2020)	BC Hydro	Feb 9, 2021
Construction notification: Hudson's Hope in-water works	BC Hydro	Feb 9, 2021
Construction notification: Hauling truck traffic in Hudson's Hope	BC Hydro	Feb 9, 2021
Construction notification: Hudson's Hope shoreline protection	BC Hydro	Feb 9, 2021
Revised December Workforce Report	BC Hydro	Mar 5, 2021
RCLC Workforce Report (January 2021)	BC Hydro	Mar 5, 2021
Site C Enquiries Report & FAQs (November 2020 – February 2021)	BC Hydro	Mar 16, 2021
RCLC Action Log Update	BC Hydro	Mar 16, 2021
Site C Local Business Summary – Q4 (October – December 2020)	BC Hydro	Mar 16, 2021
Site C Indigenous Traditional Use Fund Information Sheet	BC Hydro	Mar 16, 2021
Site C – BCUC Annual Progress Report No. 5 and Quarterly Progress Report No. 20	BC Hydro	Mar 19, 2021
RCLC Annual Report – 2020	BC Hydro	Mar 31, 2021
Public Advisory: Boater Safety	BC Hydro	April 1, 2021
RCLC Workforce Report (February 2021)	BC Hydro	April 7, 2021
Public Advisory Re: Public comment period for EAC amendment - Till Conveyor	BC Hydro	April 22, 2021
Public advisory: Halfway River section reopening	BC Hydro	May 7, 2021
Site C Enquiries Report & FAQs (March & April 2021)	BC Hydro	May 28, 2021
RCLC Workforce Report (March 2021)	BC Hydro	May 28, 2021
Air Quality Monitoring Information Sheet	BC Hydro	May 28, 2021
Peace River Flows	BC Hydro	May 31, 2021
RCLC Action Log Update	BC Hydro	June 8, 2021
RCLC Workforce Report (April 2021)	BC Hydro	June 8, 2021
Site C Enquiries & FAQ Report (May 2021)	BC Hydro	June 8, 2021
Site C Local Business Summary – Q1 (January - March 2021)	BC Hydro	June 8, 2021

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Title	Author	Date
Right Bank Stabilization Info Sheet	BC Hydro	June 8, 2021
Construction Update Letter RE Shoreline Protection	BC Hydro	June 8, 2021
Site C – BCUC Quarterly Progress Report No. 21	BC Hydro	July 2, 2021
RCLC Workforce Reports (May – July 2021)	BC Hydro	Sept 3, 2021
Site C Enquiries & FAQ Reports (June – August 2021)	BC Hydro	Sept 3, 2021
Site C Local Business Summary – Q2 (April – June 2021)	BC Hydro	Sept 28, 2021
RCLC Action Log Update	BC Hydro	Sept 28, 2021
Site C – BCUC Quarterly Progress Report No. 22	BC Hydro	Oct 1, 2021
RCLC Workforce Reports (August & September)	BC Hydro	Nov 26, 2021
RCLC Workforce Report (October)	BC Hydro	Dec 7, 2021
Site C Enquiries & FAQ Report (November 2021)	BC Hydro	Dec 7, 2021
Site C Local Business Summary – Q3 (July - September 2021)	BC Hydro	Dec 7, 2021
RCLC Action Log Update	BC Hydro	Dec 8, 2021
Area E – Teco Pit Map	BC Hydro	Dec 8, 2021
Site C – BCUC Quarterly Progress Report No. 23	BC Hydro	Dec 12, 2021

Appendix D: RCLC Action Item Tracking Log – 2021

Regional Community Liaison Committee

Action Items Tracking Log: January – December 2021

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2021-016	Shanna Mason to confirm if public consultation and a comment period is required for the 85 th Ave laydown area.	Shanna Mason	December 8, 2021	Complete. No public consultation and comment period is required for the use of the 85th Ave lands as laydown area as the area is already established, fenced and ready for use.
2021-017	Katrina Kelly to follow up with Mayor Heiberg to confirm names of who attended the emergency response plan meeting	Katrina Kelly to provide information to Dave Conway	December 8, 2021	Complete. Dave Conway provided the information from Katrina to Mayor Heiberg January 11, 2022.
2021-018	Katrina Kelly will confirm that with the criteria associated with the venting windows provided to BC Hydro that the special conditions in the Hudson's Hope area are being considered.	Katrina Kelly to provide information to Dave Conway	December 8, 2021	Complete. Dave Conway provide the information from Katrina to Mayor Heiberg January 11, 2022.

**Please see the Action Items Outcome Summary for more information on the outcome*

**Please see the 2017, 2018, 2019 and 2020 Action Item Tracking Log for previous year's completed action items (SharePoint)*

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Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2020-008	BC Hydro to respond to PRRD Area C on the potential for the water coming out of the diversion tunnels or eventually the dam and spillway to impact the Old Fort Slide area and cause any additional destabilization and will confirm the expected water velocity.	BC Hydro	March 11, 2020	<p>In Progress.</p> <p>BC Hydro reviewed the flow modelling for the Peace River downstream of the dam site during the river diversion phase of the project (fall 2020 – fall 2023). The only changes in flows due to Site C construction will occur within 2km downstream of the dam site. Based on this limited area of change which is upstream of the Old Fort Slide, there is no additional risk to the Old Fort slide stability due to the diversion phase of Site C.</p> <p>BC Hydro is still evaluating options for additional fish mitigation in the Peace River near Old Fort. Any fish mitigation works proposed near the Old Fort slide will be assessed for any potential negative impact to the slide's stability. We will provide an update to the PRRD regarding any risk to the stability of the Old Fort slide due to Peace River flows during the Site C operations phase once the fish mitigation plans are finalized in late 2021 or early 2022.</p>
2019-010	BC Hydro will follow-up with Hudson's Hope regarding how much rip-rap is planned to be taken out of Portage Mountain quarry and how much traffic is anticipated on Canyon Drive for this work.	BC Hydro	June 19, 2019	<p>In progress. BC Hydro provided Hudson's Hope with an initial update on estimated hauling along Canyon Drive on June 16, 2020. BC Hydro will provide another update in fall 2020 after the hauling plans from the shoreline protection contractor and other Highway 29 contractors were confirmed. BCH will provide future updates based on ongoing engagement with the District of Hudson's Hope.</p>
2019-001	BC Hydro will follow-up with the PRRD and the City of Fort St. John regarding the use of reclaimed water for activities at the dam site.	BC Hydro	March 13, 2019	<p>In progress. The PRRD does not currently have a water reclamation facility in operation or under construction. The City's facility is expected to open soon.</p>
ONGOING ACTIONS				

*Please see the Action Items Outcome Summary for more information on the outcome

*Please see the 2017, 2018, 2019 and 2020 Action Item Tracking Log for previous year's completed action items (SharePoint)

Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2019-31	BC Hydro to send quarterly BCUC reports to RCLC members on an ongoing basis.	BC Hydro	December 11, 2019	Ongoing. BC Hydro will send an email with a link to the BCUC Quarterly Progress reports shortly after they are filled with the BCUC and posted to the Site C Project website. On March 17 it was requested that this be moved to the top of action item log.
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. This information has been added as a standing meeting agenda item.
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.
2016-018	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.

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2017-001	Members are encouraged to 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.
2018-001	BC Hydro will add an ongoing item to the Action Items Tracking Log for the drainage at, and use of, the 85 th Avenue Industrial Lands.	BC Hydro	January 31, 2018	Ongoing. Drainage at, and use of, the 85 th Avenue Industrial Lands will remain as ongoing until further notice. BC Hydro held a meeting on 85 th Avenue with the PRRD, Fort St. John and MoTI on July 4, 2019. BC Hydro will schedule additional meetings as needed.
2018-006	BC Hydro will provide a response to the question of whether the employment statistics provided to the Committee can be categorized by community.	BC Hydro	January 31, 2018	Ongoing. BC Hydro will provide a bi-annual breakdown of major contractors' employment stats by community.
2019-025	Committee members to contact Dave Conway to be added to the Williston Reservoir forecast mailing list as needed.	Committee Members	December 11, 2019	Ongoing. Reminder sent to Committee by email on Feb 7, 2020.
2020-021	Include standard reclamation section in bi-weekly construction update and in future RCLC presentations.	BC Hydro	November 25, 2020	Ongoing. As key reclamation activities occur, they will be included in the bi-weekly construction update and future RCLC presentations.
COMPLETE ACTIONS				

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Item No.	Action Item	Responsibility	Meeting Date	Status / Outcome*
2021-001	Director Karen Goodings to submit questions to Dave Conway regarding right bank remediation.	Karen Goodings	March 17, 2021	Complete. Dave Conway emailed the responses to Director Goodings questions on June 7, 2021.
2021-002	Mayor Fraser requested an ariel drawing to show where the pilings will be placed for the right bank remediation.	BC Hydro	March 17, 2021	Complete. Dave Conway emailed a diagram to Mayor Fraser showing where the pilings will be placed in relation to the powerhouse and spillway structures on June 2, 2021.
2021-003	Dave Conway to arrange meeting with Mayor Fraser and Molly Brewis.	Dave Conway	March 17, 2021	Complete. Dave has emailed Mayor Fraser and Moira Green to arrange a meeting, no response to date.
2021-004	BC Hydro to clarify how the Ministry of Environment and Northern Health work together to issue an air quality advisory and provide a contact name.	BC Hydro	March 17, 2021	Complete. Mayor Heiberg would like to know the process and the contact names. Dave Conway emailed the information to Mayor Heiberg on May 18, 2021.
2021-007	BC Hydro to reach out the McLeod Lake Indian Band regarding an application to the Agricultural Fund.	Nancy Pepper	March 17, 2021	Complete. BC Hydro reached out to MLIB and provided information about the geographic area for projects to be eligible to apply to the Agricultural Fund and how that area was determined. Northern Development Initiative Trust is the Agricultural Fund Administrator and supports applicants in determining their eligibility and applying.
2021-009	Dave Conway to provide detailed email to Dave Heiberg regarding concrete work will be underway at Lynx Creek.	Dave Conway	June 9, 2021	Complete. Lindsay Routledge emailed the information to Mayor Heiberg on June 9, 2021
2021-010	Dave Conway to send Dan Rose an email outlining Site C and BC Hydro funding.	Dave Conway	June 9, 2021	Complete. Dave Conway emailed the information to Director Rose on June 17, 2021
2021-011	Wendy to forward list of job opportunities from PRHP to the committee.	Wendy Laluk	June 9, 2021	Complete. Wendy Laluk emailed the information to the RCLC on June 10, 2021

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2020-022	Kelvin to present on snowpack and potential forecast water Williston Reservoir levels (schedule for June meeting)	BC Hydro	November 25, 2020	Complete. This presentation occurred at the RCLC meeting on June 9, 2021.
2021-005	Mayor Fraser would like to be on the distribution list regarding the EAC amendment process to ensure he's prepared for the EAC Review.	BC Hydro	March 17, 2021	Complete. The EAC Amendment Request for the 85 th Ave Contingency Haul was sent to the Mayor on March 17, 2021.
2021-006	BC Hydro to contact new Peace Island Park operator and review emergency response plans.	BC Hydro	March 17, 2021	Complete. BC Hydro met with the District of Taylor and the new Peace Island Park operator to review the Site C Emergency Planning Guide on May 27, 2021.
2019-028	BC Hydro to provide an answer to PRRD Area C on where the flow from sediment ponds at 85 th Ave will go (east or west). PRRD Area C clarified he is concerned about if the flow will go towards Old Fort and may contribute to potential destabilization of the landslide.	BC Hydro	December 11, 2019	Complete. BC Hydro reached out to MoTI regarding this question by the PRRD. MoTI shared that they have engaged a geotechnical consultant to identify surface water flows into the Old Fort slide area with an ultimate goal of controlling any surface water that is identified as being a contributing factor to the slide. The study is scheduled to be completed in September 2020 and MoTI will provide an update on the findings of the study directly to the PRRD after it is concluded. MoTI confirmed that this would be discussed with the PRRD at a meeting the week of April 5, 2021.
2020-020	Send RCLC the Hudson's Hope shoreline protection letter that was sent to residents.	BC Hydro	November 25, 2020	Complete. Sent February 9, 2021.
2020-025	Maria to send out a poll for next meeting dates.	BC Hydro	November 25, 2020	Complete. Sent on January 18, 2021.
2020-024	Dave Conway to pass on Troy's AFDE contact information to Mayor Heiberg.	BC Hydro	November 25, 2020	Complete. Sent on November 25, 2020

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2020-023	Karen to share draft of EAC amendment for the 85th Ave. lands/conveyor belt with the PRRD and City of Fort St. John.	BC Hydro	November 25, 2020	Complete. Sent on January 5, 2021.
2019-029	Committee to confirm interest and which forum to present information on BC Hydro's wildlife programs.	Committee members	December 11, 2019	Complete. BC Hydro consulted with the committee by email February 7, 2020. No feedback from committee members were received. BC Hydro would be happy to receive any feedback from the members in the future.
2019-026	Committee members to contact Dave Conway for PCIC contact info if interested in having them present to their communities.	Committee Members	December 11, 2019	Complete. Reminder sent to Committee by email on Feb 7, 2020.
2021-012	James to send out maps of the 'Area E' – Teco Pit to show the area that CN and BC Rail already have.	James Thomas	September 29, 2021	Complete. James Thomas sent map the week of December 8, 2021.
2021-013	BC Hydro to provide Director Goodings with details of gravel use for Site C.	Dave Conway	September 29, 2021	Complete. Information regarding royalties paid for gravel and BC Hydro gravel use estimates was sent to Director Goodings on November 3, 2021.
2021-015	James to contact the property owner near Watson Spring regarding water flow.	James Thomas	September 29, 2021	Complete. James Thomas contacted the water license holder and they are having discussions.
2021-014	BC Hydro to arrange a future presentation from our fish biologists outlining the process of site selection for fish enhancement and the rationale for why the specific sites have been chosen.	Katrina Kelly/Kate O'Neil	September 29, 2021	Complete. Presentation is being provided at the December 8, 2021 RCLC meeting.

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