

TC Energy Pumped Storage Project (Project)
Community Liaison Committee (CLC)

Terms of Reference (ToR)
June 2021

1. Purpose:

The purpose of the Community Liaison Committee (CLC) is to provide a formal structure to facilitate collaborative issue and opportunity-based engagement between community representatives and TC Energy's Pumped Storage Project (Project) on a regular and ongoing basis. The CLC will consider various interest topics to maximize community/regional benefits and minimize/mitigate effects.

2. Term:

CLC activities will commence Q2 2021 and remain active through all Project phases of development, construction, and operations.

3. Mandate:

The mandate of the CLC is to provide a forum to facilitate collaboration on agreed-upon topics through mutual exchange, review and discussion of information, questions, and concerns.

The scope is anticipated to include but is not limited to:

- a. Identifying and prioritizing key community *socio-economic* issues that the Project may be able to support, partner, and potentially mitigate.
- b. Developing options/recommendations to realize Project benefits to the Municipality of Meaford (Municipality), the larger Regional Service Area (RSA), local and Indigenous governments, residents, and prominent community sectors including commercial/business interests, industry, labour, health and social services, education, and special interest citizens groups, and;
- c. Other issues advanced by members of the Committee.

4. CLC Structure:

The CLC will be structured to allow for its evolution over the Project's life. The CLC will identify and prioritize discussion topics, and when necessary, pursue decisions based on the majority opinion of the CLC membership. The CLC will decide whether to either consider an item itself or assign the item to a subcommittee for consideration. The subcommittee will report its findings and recommendations to the CLC. TC Energy is the sponsor of the CLC and any subcommittees.

5. CLC Membership:

- i. Membership will be diverse, inclusive, and representative of the community, yet limited in numbers to create a manageable working group.
- ii. Membership will include organizations and individuals who demonstrate that they represent their community or organization.
- iii. The CLC will strive for a balance of interests and perspectives.
- iv. Membership is at the invitation of the Project.
- v. CLC members will have permanent status for the term and will ideally include one representative from each of the following:
 - a. TC Energy (Committee Chairperson)
 - b. The Saugeen Ojibway Nation (SON)
 - c. Municipality of Meaford (Municipal Staff)
 - d. Sunnyside Cottage Association
 - e. Meaford Chamber of Commerce
 - f. Grey County Economic Development Office (Director of Economic Development or suitable representative)
 - g. Grey Bruce Health Services
 - h. Georgian College
 - i. Labourers' International Union of North America (LIUNA)
 - j. The Provincial Building and Construction Trades Council of Ontario, and
 - k. The 4th Canadian Division Training Centre
- vi. The term of service of each member is one year, with the possibility of renewal depending on the needs of the CLC and the wishes of the individual member.

6. Subcommittees:

- i. Subcommittee membership is at the Project's invitation based on the topic and specific requirements identified by the CLC.
- ii. A subcommittee will include a representative from the Project and at least one other member from the CLC and representation from organizations that have a functional responsibility or recognized expertise for the specific topic under review.
- iii. These organizations include, but are not limited to regional, area, municipal, and indigenous governments and communities, chambers of commerce, educational institutions, labour unions, local businesses, health and social services, citizen's committees, local environmental organizations, and others depending on the issue, and;
- iv. The terms of service will be specified and include special terms of reference, member and non-member representatives, the operating mandate, any deliverables, and other amplifying information intended to guide the subcommittee.

7. Meeting Protocol and Resources:

- i. All meetings will be chaired and supported by representatives of the Project.
- ii. Either the CLC or a sub-committee can utilize a facilitator as necessary.
- iii. The Project will develop an agenda in consultation with the CLC membership. Additionally, the Project will provide meeting notes, which will focus on high-level discussion points and any calls to action.
- iv. The CLC will provide meeting notes to the participants for review and acceptance. The meeting notes will be published on the Project's website following each meeting.
- v. The Project will provide technical experts and resources to the CLC as necessary to understand specific topics of interest.
- vi. The Project will make provision for meeting locations and alternatively for virtual meetings.
- vii. CLC members will learn of meeting dates and times well before a planned meeting to accommodate the member's schedules.
- viii. The CLC meeting place will typically be in the Meaford area and are subject to public health restrictions. Requests for alternate locations are always welcome.
- ix. The CLC will meet every 2-3 months, or as required by circumstances, and;
- x. The Project shall be responsible for all costs associated with securing meeting space, refreshments, facilitator, administration, records, distribution of information, technical experts and resources as required to support the scope of the mandate.

8. Member Roles and Responsibilities:

- i. Members will be responsible for contributing relevant information to be shared with the CLC members.
- ii. Members are encouraged to report to their respective organizations for internal discussion and potential follow-up on action items.
- iii. Members must agree to accept the CLC terms of reference and agree to work within them.
- iv. Participation by members is voluntary. No compensation will be made to members by the Project, and;
- v. CLC members are encouraged to actively participate in each scheduled meeting. If unable to attend a scheduled session, members are welcome to designate an alternate.

9. Principles for Dialogue/Involvement:

All members of the CLC have a responsibility to:

- i. Respect TC Energy's mandate to develop and operate the Pumped Storage Project. This does not necessitate agreement.

- ii. Participate openly, honestly, and constructively, freely offering ideas, suggestions, and alternatives.
- iii. Respect all ideas and opinions presented.
- iv. Balance personal/organization concerns with the needs of the community as a whole.
- v. Identify concerns and issues early in the process.
- vi. Recognize that there is no single voice that is more important than others, and that diverse opinions are welcome, and;
- vii. Work within the process in an integrated and collaborative manner.

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