



**Written submission from the
Pickering Nuclear
Community Advisory Council**

**Mémoire du
Pickering Nuclear
Community Advisory Council**

In the Matter of the

À l'égard de

Darlington New Nuclear Project

**Projet de nouvelle centrale nucléaire de
Darlington**

Application to renew the nuclear power
reactor site preparation licence for the
Darlington New Nuclear Project

Demande de renouvellement du permis de
préparation de l'emplacement d'une centrale
nucléaire pour le projet de nouvelle centrale
nucléaire de Darlington

Commission Public Hearing

Audience publique de la Commission

June 9-10, 2021

9 et 10 juin 2021

PICKERING NUCLEAR GENERATING STATION
Community Advisory Council

March 25, 2021

Senior Tribunal Officer, Secretariat
Canadian Nuclear Safety Commission
Ottawa, ON K1P 5S9

Dear Senior Tribunal Officer,

As members of the Durham Region community, the Pickering Nuclear Community Advisory Council (CAC) wishes to comment on the Ontario Power Generation (OPG) application to renew its Site Preparation Licence for the Darlington New Nuclear Project (DNNP). We wish to intervene in the CNSC public hearing on this application on June 9 and 10, 2021 by way of this written submission only.

The Pickering CAC supports OPG's application to renew its site preparation licence. We understand that a separate licence to begin actual construction for the Darlington New Nuclear Project will be addressed at a later date. At this time, therefore, we limit our discussion to site preparation, while recognizing the potential for new nuclear development at Darlington to play a significant role in getting the Ontario economy to net zero carbon emissions.

We believe the Pickering CAC is in a good position to comment on Darlington Nuclear Generating Station (DNGS) and the OPG application for Site Preparation Licence renewal. Most of our members have lived for years in close proximity to the Pickering Nuclear Generating Station. As citizens and as Council members, we are therefore very familiar with how OPG nuclear stations interact with local communities and with OPG's relationship with the broader Durham Region community. As well, we have interacted over many years with DNGS representatives and with the Darlington Community Advisory Council.

Pickering CAC and Darlington Nuclear

A core vehicle for OPG dialogue with the community, the CAC assists Pickering Nuclear Generating Station in identifying and responding effectively to the concerns of the community. The CAC also has a mandate to comment on concerns of the broader regional community, including developments at the Darlington Nuclear Generating Station. The group, currently 18 members, is made up of citizens, representatives of community organizations and members of local government staff and agencies who examine a wide range of issues

associated with OPG in Durham Region and at the corporate level. Most members report back to one or more constituencies. Meetings are open to the public and the media. Minutes are posted on the OPG public website and are available through public libraries in Durham Region.

In addition to our primary focus on Pickering Nuclear, the Council has also been kept informed of developments at the Darlington nuclear station and, several times a year, holds joint meetings with the Darlington Community Advisory Council.

In the years leading up to the CNSC granting OPG a Site Preparation Licence for Darlington in 2012, OPG provided the CAC with a series of briefings and updates on the Environmental Assessment process. Council members at that time found the process to be thorough, transparent, informative and highly effective. OPG undertook a wide range of interactions with relevant local communities to discuss the planning, data gathering and findings of the EA work. In discussing the EA with the CAC, OPG always answered Council questions to the group's satisfaction, in an open and forthright manner. The effectiveness of that consultation continues to be reflected in our dialogue with Darlington representatives on a range of issues to this day.

We note that OPG is currently holding extensive stakeholder and public consultations on its application to renew the Darlington Site Preparation Licence.

Our years of interaction with DNGS representatives and with that station's Community Advisory Council, along with our familiarity with the site and our direct experience of OPG's involvement with the community in Durham Region, gives us the confidence to support OPG's application to renew its Site Preparation Licence.

Yours sincerely,



Dave Hardy
Facilitator
Pickering Nuclear Community Advisory Council

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Enclosures:

- CAC Report to the Community 2018
- CAC Terms of Reference
- List of CAC members with affiliations

cc. to:

- Pickering Nuclear Generating Station (PNGS)
- Darlington Nuclear Generating Station (DNGS)
- DNGS Community Advisory Council
- Durham Nuclear Health Committee
- Region of Durham
- City of Pickering
- Town of Ajax
- Municipality of Clarington
- City of Toronto

MPs and MPPs:

- Ajax
- Pickering
- Durham
- Markham-Stouffville
- Northumberland and Peterborough South
- Oshawa
- Pickering-Uxbridge
- Whitby
- Scarborough-Rouge Park
- Scarborough-Guildwood



REPORT TO THE COMMUNITY

Pickering Nuclear Community Advisory Council 2018

PICKERING PLANT AIMS FOR NEW LEASE ON LIFE

During 2015, the Community Advisory Council (CAC) had frequently discussed the repurposing of the Pickering site, where nuclear commercial operations were scheduled to close within three years. In January 2016, the picture changed completely with the Government of Ontario’s announcement of plans to extend the operating life of Pickering Nuclear to 2024. Like most people who live and work in the Pickering area and surrounding region, Council members saw this turn of events as good news. But they had to ask OPG: What has changed to lead you to, seemingly all of a sudden, conclude that continued operations to 2024 is feasible? And how are you going to ensure that this can be done safely?

OPG took these questions seriously and organized a series of presentations to demonstrate the safety of the proposed plant life extension activities.

OPG spokesperson Josie Barbato indicated that OPG’s ability to gauge the future capacity of the plant has

been constantly improving. These tools and methodologies for assessing the equipment “have been able to reassure us that the plant is sufficiently robust to continue operations to 2024,” she said.

Plant manager Ken Gilbert put the life extension project in a larger context: operating the Pickering plant to 2024 will fill the gap in the province’s electricity supply while parts of the Darlington and Bruce Power nuclear power stations are shut down during their refurbishment over the next few years. It was noted that the province had concluded that this approach to ensuring an emission-free baseload capacity to 2024 was the best one for Ontario.

The CAC was reassured to hear that Pickering Nuclear continued operations from 2018 to 2024 will avoid the need to call upon natural gas plant-generated power during that timeframe, which will:

- Reduce greenhouse gas emissions by an estimated 17 million tonnes
- Save Ontario electricity consumers up to \$600 million
- Maintain 4,500 jobs across Durham Region

CAC members emphasized the importance of OPG keeping the community informed about the extended operation plans for the Pickering site and the continued commitment to safety. ■



Pickering Nuclear Control Room

CAC SUPPORTS DARLINGTON REFURBISHMENT BUT KEEPING CLOSE EYE ON TIMELINES AND BUDGET PERFORMANCE

The CAC has always been aware of the regional and provincial context in which Pickering Nuclear operates. But this awareness of the broader context has increased markedly in recent years. At the regional level, the Council now conducts joint meetings with the Darlington Community Advisory Committee twice a year to discuss topics of mutual interest to the two groups.

Living and working in Durham Region, Pickering CAC members are particularly interested in the Darlington

refurbishment project. This project, now underway and scheduled to be completed by 2025, will extend the life of the Darlington plant to 2055. Current plans are for all four reactors at Darlington to be refurbished.

When they first discussed the topic in late 2014, CAC members commented positively on the Darlington refurbishment website and the site's open door event at the time that drew 3,500 visitors. However, like many others in Durham Region, they had two questions:

1. Will the refurbishment be completed on time and on budget? (OPG's answer is yes)
2. Why is this project going to be any different than a number of previous OPG nuclear power projects that were not completed on time and on budget?

At a joint meeting of the Pickering and Darlington CAC's in June 2016, Chief Nuclear Officer Glenn Jager answered the second question. "We have done a lot of advance planning," he said. "We are drawing on the hard lessons of past experience." He focused on the full-scale model of the reactor in place at Darlington, a realistic mock-up that allows engineers to test out all the refurbishment tooling in advance, "so that many kinds of delays will not happen." Since the meeting took place at the Darlington site, CAC members were able to see the mock-up for themselves. To date, at least, the advance planning and mock-up have kept the project well on schedule and yielded millions of dollars in savings.

Noting that there are critics of the nuclear industry strongly opposed to the refurbishment, CAC members have asked OPG how they are going to help the public understand that the company is doing a good job on the project. The Council has been pleased to hear that OPG will continue to regularly provide Darlington refurbishment progress updates to the public. ■



Joint meeting with Pickering and Darlington CAC members at Darlington in October 2016

NUCLEAR WASTE MANAGEMENT: CAC FOCUSES ON SAFETY

The benefits of nuclear power are well known: affordable energy that is essentially emission free. The challenge is what to do with the radioactive waste. The CAC has, therefore, always been interested in the short-term and long-term management of nuclear waste at OPG. They have learned much over the years. They have concluded that OPG is meeting the

challenge of safely handling the short and long term waste.

There are three grades of radioactivity in the waste produced by nuclear power plants:

- Low Level (e.g. paper, rags, gloves, clothing and tools)
- Intermediate Level (e.g. used pipes and valves, resins, chemical sludges)

and contaminated material from reactor decommissioning)

- High Level (used nuclear fuel)

Low and intermediate level wastes are shipped to OPG's Western Waste Management Facility (WWMF) near the Bruce Power site, where they are carefully handled by qualified staff. Low level wastes are processed for volume reduction (through incineration and other measures) and stored in above ground concrete warehouse-like structures. Intermediate level wastes are stored in steel-lined concrete containers set into the ground. This is safe, temporary storage for low and intermediate level waste.

In 2013, a number of CAC members visited the site in Kincardine for OPG's proposed Deep Geologic Repository (DGR) for the long-term storage of low and intermediate level nuclear waste. They talked to OPG scientists about the type of rock layers deep underground in which the waste will be stored. Because low and intermediate level waste from the Pickering site



Dry Storage Container transport vehicle at Pickering Waste Management Facility

will continue to be transported to the facility in Kincardine, the CAC decided to intervene in a federal review panel public hearing on the proposed project. They wrote a letter in support of the project, citing their own experience in working with OPG and its openness to public input; and noting that the waste materials in question are already stored on the site at Kincardine adjacent to the proposed project.

The federal review process for the DGR proposal turned out to be one

of the most thorough in Ontario's history and, as of this writing, is still being finalized.

HIGH LEVEL NUCLEAR WASTE

High level nuclear waste (used fuel bundles) accounts for just 3% of the volume but 95% of the total radioactivity of waste from nuclear power plants. It is handled accordingly to ensure safe storage. When first removed from a reactor, the used fuel bundles are stored in pools of water for seven to 10 years

COUNCIL Q&A

WHAT IS THE CAC?

A core vehicle for OPG dialogue with the community, the Community Advisory Council assists Pickering Nuclear Generating Station in identifying and responding effectively to the concerns of the community. The group is made up of citizens, representatives of community organizations and members of local government staff and agencies, all of whom examine a wide range of issues associated with the station.

Meetings are open to the public and local media, and minutes are posted on the OPG website (<https://www.opg.com/communities-and-partners/host-communities/Pickering-Ajax-Whitby/Pages/Pickering-Community-Advisory-Council.aspx>).

HOW ARE CAC MEMBERS ABLE TO UNDERSTAND TECHNICAL NUCLEAR ISSUES?

The process of nuclear power generation is complex, as is the operation of any large industrial facility. The CAC approach is to encourage OPG to communicate issues and progress in non-technical language, so that Council members can provide advice from an informed perspective. There is a two-way flow of information, as

the management of Pickering Nuclear also needs to understand community concerns and attitudes, and incorporate community advice into decision-making at the site. At no time does the Council seek to displace direct communications between OPG and local municipal governments or other organizations.

WHERE DOES THE CAC MEET AND WHEN?

Meetings take place on the third Tuesday of the month, eight to 10 times a year (the Council does not meet during the summer) at the Pickering Nuclear Information Centre Auditorium. The meetings run from 6:00 pm to 8:30 pm and are open to the public. The CAC is managed by an external facilitator and the process is funded by OPG.

to provide cooling and shielding against radiation. After seven to 10 years, the used fuel can be safely transferred to dry storage. Each OPG nuclear plant stores its own used fuel bundles and will continue to do so until the Nuclear Waste Management Organization implements a long-term solution under federal legislation.

Dry storage containers (DSC's) are stored in large warehouse-type buildings. About 800 such containers are currently stored at the Pickering Waste Management Facility (PWMF). In May 2016, the CAC toured the PWMF, including the area where the DSC's are welded and sealed and the area where the containers are stored. Council members also saw the custom-built container transport vehicles – which resemble a giant municipal grader, and operate safely at just a few kms per hour, inside the Pickering facility.

The CAC visitors focused on safety and security. Among their questions to PWMF manager Glenn Pringle:

- Are any DSC's stored outdoors? (The answer was no.)
- How does OPG ensure security of supply from DSC manufacturers? (There are two suppliers, and a number of extra containers are always on the site in case of a production difficulty.)
- Has a DSC ever failed to operate properly? (Very rarely. On a few occasions over the 23 years that we have been using DSC's, we have experienced a minor problem concerning the fit of the lid bolts. When this happens, the unit is returned to the manufacturer for retooling.)
- Is anyone from OPG involved in testing the containers at the manufacturer's plant? (OPG's program to qualify and re-qualify suppliers occasionally involves site inspections.)
- How do you know that the internal temperature and pressure of the unit is at the levels for which the container is engineered? (As a result of CAC questions on a previous visit, a select number of

DSC units have been equipped with internal monitors that provide data. Experience from this additional information has demonstrated that the DSC units do perform as expected.)

Based on this visit and their general experience of OPG's forthcoming answers to their questions about nuclear waste management, the CAC decided to write a letter of support for OPG's application to the federal regulator to renew the PWMF licence to operate.



PWMF used nuclear fuel storage canisters

TERMS OF REFERENCE

<https://www.opg.com/communities-and-partners/host-communities/Pickering-Ajax-Whitby/Pages/Pickering-Community-Advisory-Council.aspx>

WHO ARE THE CAC MEMBERS? Constituency Members

City of Pickering
Deborah Wylie

Town of Ajax
Sean McCullough

Durham Region
Greg Lymer

Toronto and Region Conservation
Mary Gawen

**Pickering West Shore
Community Association**
Currently vacant

**West Rouge Community
Association**
Mahen (Moe) Perera

Pickering Naturalists
Dan Shire

Scouts Canada, Durham Region
John Earley

Business
Tim Kellar, Donna Fabbro

Student Representatives
Kristin Hall, Anna-Lisa Tersigni

Durham Tamil Association
Dinesh Kumar, Kira Shan

**Citizens at Large
Pickering**
Keith Falconer, Pat Mattson,
Donald Hudson, Ralph Sutton

Ajax
Bill Houston

Whitby
Zachary Moshonas

Waterfront
Jim Dike

Toronto
Helen Shamsipour, John Stirrat

The Council's letter was included at the regulator's public hearing on the application in April 2017, and stimulated a number of questions about the work of the Council.

A LONG-TERM SOLUTION

The Nuclear Waste Management Organization (NWMO) has a mandate to implement Canada's plan which involves identifying a site for a deep geological repository for the long-term storage of used nuclear fuel. The CAC understands that this is a decades long process, but that the NWMO has made significant progress. The organization has conducted preliminary assessments in areas where communities expressed interest in hosting a long-term repository and narrowed the process down to five areas at the time of writing (details at <https://www.nwmo.ca/en/Site-selection/Study-Areas>). The next step is to conduct more detailed assessments of preferred locations, looking at geological suitability, safety, transportation and partnership factors.

The NWMO emphasizes that the project will only proceed with the involvement of the interested community, First Nation and Métis communities in the area, and surrounding communities working together to implement it.

Jo-Ann Facella, who addresses community issues at the NWMO, has spoken to the CAC on several occasions, most recently in April 2017. The



NWMO technicians explore potential siting area for Deep Geological Repository

Council asked Facella why the selection of a site is taking so long. "It has a lot to do with the pace and manner in which people in a given area wish to proceed," Facella said. "This process requires thorough discussion in the community to learn about the project and reflect on how it might fit in the area."

The CAC also asked questions about fault lines and earthquakes, construction costs, reactions of Americans living near the Great Lakes, and other issues. They learned that: an underground repository

will provide better protection from surface events over the long term such as ice ages; as a requirement in law, nuclear operators have set aside money in a segregated fund for construction, operation and other costs associated with implementing the project; there is time in the process for people on both sides of the Canada-U.S. border to continue to learn about the safe long-term management of used fuel.

CAC members were impressed with the thoroughness of NWMO work. ■

EMERGENCY DRILL AT PICKERING NUCLEAR

On December 6 – 7, 2017, a major emergency drill was held at Pickering Nuclear. The scenario was a severe nuclear accident at the station—the loss of coolant at one of the units. While emergency mitigation equipment was deployed to ensure power and additional coolant, the situation evolved to the point where a decision was taken to evacuate to a three-kilometre radius around the site and shelter to a radius of 10 kilometres. Entitled Exercise Unified Control, the drill involved over 30 agencies from first responders (local police and fire departments) to other municipal bodies to federal and provincial agencies. The event took

two 12-hour days as opposed to the usual four to six hours for such drills.

CAC member Bill Houston participated as an observer during the exercise. While very impressed with the drill, Bill and other observers noted lags in communication as the simulated situation developed. These lags were related to the long approval authority chain of command for information release.

A post-exercise document and video will be made available to the public and posted on the OPG website in the first quarter of 2018. ■



Observers at Pickering Nuclear emergency drill December 2017

WHAT ARE CAC PLANS FOR 2018?

The primary focus will be on matters of current concern to the plant and the community, on which senior OPG managers seek CAC advice on a timely basis. Among the items the Council will pay particular attention to over the coming year:

- In 2018, the CNSC will hold public hearings on OPG's application to renew Pickering Nuclear's licence to operate for a 10-year term. The licence would cover plant operations to the end of 2024 and, between 2024 and 2028, safe storage activities such as removal of fuel and water from the reactors. The CAC will continue to make comments to OPG on the

need for useful and timely public communications on this topic. The Council will also likely participate as an intervenor in the public hearings, where they will comment on OPG's plans.

- The CAC will discuss the Pickering Nuclear Emergency Response Plan (PNERP), recently updated by the Province of Ontario, and will follow emergency preparedness developments in 2018. The group will continue to offer advice to OPG in refining communication activities around emergency preparedness.
- The CAC remains keenly interested in OPG's annual report on environmental monitoring at the Pickering and Darlington sites. To date, the Council has found the report reassuring. They have urged OPG to provide the information

in a publicly accessible format as well as in full. With both options, busy people can quickly grab the headlines, while those interested in a greater level of detail have the option to drill down.

- CAC representatives will continue to advocate on the need for public information sessions about Pickering Nuclear held every fall at the site's Information Centre and other venues in Durham Region.
- The CAC will continue to follow the progress of the Darlington Nuclear Refurbishment Project, seeking reassurance that the project continues to uphold safety standards and remains on time and on budget. They will continue to hold occasional joint meetings with the Darlington CAC on topics of common interest.
- Pickering Nuclear is also preparing for the end of commercial operations in 2024. OPG has already consulted members of the public and the CAC regarding the repurposing of the Pickering site. A wide range of ideas has come out of this consultation. The next step is evaluating the commercial viability and ease of implementation of suggested activities. CAC members anticipate that this discussion will become more focused as we get closer to the end of plant operations. ■



Pickering Nuclear personnel in discussion; plant in background

HOW CAN I JOIN THE CAC?

For details about joining or other information about the Council, including attending a meeting as a visitor, contact the CAC facilitator, **John Vincett, Public Dialogue Alternatives:** 416-961-4006 • jvincett@pdalternatives.com



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PICKERING NUCLEAR COMMUNITY ADVISORY COUNCIL

Mission: maintain a solid working relationship between Pickering Nuclear and its neighbours through the exchange of viewpoints on topics of mutual interest

TERMS OF REFERENCE

Background

The CAC traces its history back to the Community Working Group (CWG), which Pickering Nuclear Generating Station (PN) established in 1998 to open up dialogue regarding strong concerns in the community at that time about station operations. The CWG was seen as credibly representing the community. Pickering Nuclear said that, if the group would identify issues of concern to the community, the station would address them. The group met over a period of five months and ultimately identified 160 issues, on which it sought information as to how these issues are managed at the site. Pickering Nuclear accepted that it needed to respond to this list of questions and concerns. From that point on there was a change for the better in the station's relationship with the community.

In 1999, with the CWG's work completed, Pickering Nuclear initiated a broader, more proactive community consultation and communication program. The core component of the program was the formation of a Community Advisory Council (CAC). The Council is made up of citizens, representatives of non-government organizations and members of local government staff who examine a wide range of issues associated with the station. Among these are ongoing aspects of the 160 Environmental Issues, originally identified by the CWG and deemed by the Council to have been satisfactorily addressed or as being satisfactorily managed.

This document sets out the scope of work and administrative procedures for the Community Advisory Council. It will be discussed and revised from time to time by the Council and Pickering Nuclear.

1.0 CAC Purpose and Activities

The Community Advisory Council assists Pickering Nuclear Generating Station (PN) in identifying and responding effectively to the concerns of the community. The Council:

- Identifies community issues and concerns
- Provides advice to PN on community expectations in all areas of interest or concern to the community as well as topics raised by PN
- Defines the actions members believe will be required to continuously improve operations at the site and promote the well-being of the community
- Provides advice on PN communications activities and performance reports to the community on the environmental, economic and social effects of the operation of the plant on the surrounding communities

- Monitors programs at the station which have an impact on the surrounding communities.
- Provides input into environmental assessments related to Ontario Power Generation and Durham Region, e.g. on refurbishment of nuclear reactors or the possibility of new build
- Participates in tours of relevant OPG or other sites
- Identifies target outreach groups
- Provides advice in identifying and implementing community outreach activities
- From time to time, produces a report to the community on CAC activities
- Maintains a brochure on the CAC as an information and recruiting tool, updating it as required
- Works with other organizations and consultation mechanisms related to the nuclear industry in the Region, in a manner that maximizes information sharing and minimizes duplication

Council advice focuses on, but is not limited to, the following topics:

- The effects of Pickering Nuclear operations on the environmental, health, safety, social and economic interests of the community
- Government plans for Ontario's future energy mix and security of supply as they apply to the area
- Waste management activities on and off site that relate to Pickering Nuclear, including the work of the Nuclear Waste Management Organization (NWMO)
- New technologies and trends in nuclear power or other forms of power that may involve the Pickering site.

2.0 CAC Composition

To ensure that the Council is representative of community opinion, membership will be as broad as possible, within the limits set by Council effectiveness. Membership will include individuals (who may or may not be members of community organizations) as well as representatives of specific community organizations and staff members from local governments. Members will be sought primarily from Durham Region, and will also include participation from Toronto East and those using the Pickering area as a commuter route.

In recruiting members representing specific organizations, the facilitator will determine which individual (and alternative) will represent the organization; this decision will be made in consultation with the organization, the CAC and PN management. Representatives of particular organizations will be expected to communicate the concerns of their constituencies at CAC meetings and share CAC feedback with their constituencies.

Citizens at large will be persons who have demonstrated an interest in community affairs and the role of Pickering Nuclear in the community. The CAC, PN management or the facilitator may recommend citizens at large for membership on the Council. As well, citizens may recommend themselves. The facilitator will recruit citizens at large in consultation with the CAC and PN management.

Every effort will be made to ensure that the Council as a whole reflects the demographic and ethnic diversity and range of stakeholder interests in Durham Region.

While it is unlikely that all relevant constituencies will be represented on the Council at any one time, it is anticipated that, over time, all of these constituencies will play a role in Council discussions.

Constituencies

Citizens at Large

- Residents of Durham Region and Toronto East
- Business
- Labour Movement*
- Education
- Post-secondary Education (UOIT/Durham College)
- Health
- Youth or post-secondary student
- Women in Nuclear (or Women in Engineering)*
- Faith Community (ecumenical focus)
- Commuter corridor user

Appointed Representatives

- City of Pickering
- Town of Ajax
- Durham Region
- Toronto and Region Conservation Authority
- Pickering East Shore Community Association
- West Rouge Community Association
- Ajax-Pickering Board of Trade
- Pickering Naturalists
- Boating community

*Not an employee or retiree of OPG

3.0 Role of Members of Council

All members of the Council will be equals. Members will be expected to participate vigorously in debates to ensure that their position or the position of the organization they represent is understood. At the same time, however, members will show respect to each other, whether or not they agree. Members will work toward providing constructive, actionable advice to Pickering Nuclear.

In order to ensure that the CAC reflects a broad range of community interests, members or alternates are expected to attend all meetings. If the repeated absence of a member is felt to be limiting the ability of the CAC to carry out its work effectively, the facilitator may ask the member to withdraw or take a leave of absence.

At the end of each meeting, members will review the meeting and note any opportunities for process improvements. As well, the CAC will annually conduct evaluations of the consultation process to ensure that the CAC is operating as effectively as possible.

4.0 Role of Pickering Nuclear

Pickering Nuclear will:

- Provide information on agenda topics in a timely manner so the Council can assist PN to develop an appropriate course of action
- Provide operating and scientific expertise from internal resources to support the work of the Council; Pickering Nuclear will endeavour to provide independent professional resources to support the work of the Council when that expertise is required.
- Arrange for resource persons from the Ministry of Energy, Ontario Power Authority or other relevant agencies to attend meetings to address CAC questions when OPG is not the logical organization to respond
- Participate in discussions with a view to developing solutions and actions to meet the objectives of the company and the community
- Use the Council as a sounding board with respect to the tone, objectivity and content of communications
- Provide feedback to the Council on decisions taken and on progress of programs

5.0 Recommendations and Reporting Relationships

5.1 Reporting to Pickering Nuclear

The CAC will submit advice and recommendations to the Pickering Nuclear Site Senior Vice Presidents. There is a preference for face-to-face communications between the Council and representatives of senior PN management concerning advice and feedback. Both recommendations from the CAC and responses from PN management will be documented in the minutes. In cases where PN has decided not to follow Council recommendations, the reasons for this decision will be explained to the Council.

The facilitator is responsible for recruitment of new members under the direction of the CAC and PN management.

5.2 Relationship of the CAC to the Broader Public

The work of the CAC will be of interest to the public and many different stakeholder groups. CAC meetings will be advertised and will be open to the public. Members of the public who want to attend meetings should arrange with the facilitator in advance (jvincett@pdalternatives.com, Tel: 416-961-4006); at the meeting they will be invited to make comments during a specified period on the agenda.

Once approved by the members, Council minutes will be posted on the OPG public web site (www.opg.com/ops/pickcac/N_PickCommAdv.asp).

Outside meetings, members are free to comment on Ontario Power Generation and Pickering Nuclear, but do so as individuals. Public comments attributed to the CAC must be approved by the members in advance.

From time to time, the CAC will produce a report to the community on CAC activities.

5.3 Relationship to Existing Consultation Mechanisms

The CAC recognizes that there are other organizations and consultation mechanisms in place related to the nuclear industry in the Region. New initiatives sometimes create new mechanisms for consultation. The CAC will work with such initiatives in a manner that maximizes information sharing and minimizes duplication.

6.0 Conduct of Meetings

6.1 Frequency

CAC members can expect to meet 10 times a year. Taking the months of July and August off, the Council meets on the third Tuesday of each month at the PNGS Information Centre (unless otherwise arranged).

6.2 Facilitation

A contractor will provide facilitation services to the CAC, with the support of administrative personnel provided by Pickering Nuclear. The facilitator will serve the interests of both the members of the Council and Pickering Nuclear, without bias.

The facilitator will:

- coordinate arrangements for meetings with designated Pickering Nuclear staff
- prepare agendas for all meetings of the CAC and committees in discussion with CAC members and Pickering Nuclear
- facilitate all meetings of the CAC and subcommittees
- maintain contact with members and with Pickering Nuclear to ensure that the process is meeting expectations
- assist technical presenters to make presentation materials understandable, free of industry jargon and responsive to the needs of the members
- ensure that minutes of meetings are kept, approved by members and distributed on time
- prepare reports under the direction of the CAC and its subcommittees
- work with the CAC to maintain a work plan
- work with the CAC Agenda Advisory Committee (AAC) to ensure the effective development of agendas for CAC meetings (This committee will involve PN Public Affairs and Environmental managers on a regular basis, and the Manager of Waste Management when agenda planning requires input on that topic.)

The CAC will review the effectiveness of the facilitation team on an annual basis. It is the Council's role to make recommendations concerning the facilitation team and PN's role to make hiring decisions.

6.3 Minutes

The facilitator will provide a person who will record the discussion. The minutes will reflect all views expressed by members, including minority positions. The minutes will not attribute comments to a particular person or group unless specifically requested to do so by the person or group. From time to time, members may speak to an official position

of their organization, in which case that fact will be noted. Minutes will summarize discussions and will report on the range of opinions offered by members.

Draft minutes from each meeting will be circulated to all members at the same time and be received at least five days before the next meeting. Members are expected to review the minutes in advance and comment on them at the next meeting.

As noted in Section 4.1, CAC minutes will be posted on the OPG public web site (www.opg.com/ops/pickcac/N_PickCommAdv.asp).

6.4 Subcommittees

The CAC may establish subcommittees to progress their work. Subcommittees appointed to address specific issues will be composed of some members of the CAC but may, with the approval of the CAC, add outside members with specific skills in the area being addressed.

Upon reaching a draft report or recommendation, each committee shall submit the same to the full CAC for review and comment either at a full meeting of the CAC or by feedback between meetings. Subcommittees will not make recommendations to Pickering Nuclear. Any final report or recommendation will be submitted to PN by the CAC.

7.0 Confidentiality

Pickering Nuclear may designate specific information as confidential. In doing so, the company will also specify the audiences who can receive the information and the period for which the information will be confidential. Members will then decide whether they will receive the information or withdraw. If they elect to stay, they will respect the confidential designation for the specified period. Meetings will be in camera for the presentation and discussion of confidential information.

8.0 Conflict of Interest

CAC members will identify issues with which they may have a conflict of interest. The CAC will then determine if the conflict is such that the member should be excused from the discussion. The CAC may take any further actions deemed to be necessary to address a situation determined to be a conflict of interest.

Pickering Nuclear will provide to the CAC on an annual basis a list of community organizations it supports.

9.0 Expense Reimbursement

CAC membership is voluntary; members will not be reimbursed for time spent working on CAC activities. However, Pickering Nuclear will reimburse reasonable travel and out of pocket expenses incurred as a result of attending meetings of the CAC. These expenses will be paid in accordance with OPG reimbursement guidelines.

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APPENDIX

CAC Terms of Reference Guidelines

- Produce a Report to the Community on CAC activities (1.0).
Facilitator to work with the CAC to determine useful timing for the production of the next Report to the Community. Factors influencing the production of a new report would be: a perceived need; and a change in circumstances that have made the previous report outdated. CAC will review final product.
- Maintain a brochure on the CAC as an information and recruiting tool (to be updated as required) (1.0).
Facilitator will work with Pickering Nuclear Public Affairs on the production of a suitable information sharing document. Content to be reviewed annually to ensure it is current. CAC to review final product. It may be that the Report to the Community will serve this function.
- Recruitment of new members (2.0).
Facilitator responsible for recruitment of new members under the direction of the CAC and the CAC Agenda Advisory Committee.
- Review each meeting at its conclusion (3.0).
Facilitator will ask evaluation question at the end of each meeting.
- Conduct an annual evaluation of the consultation process to ensure that the CAC is operating as effectively as possible (3.0).
Facilitator will produce a questionnaire to be distributed in advance of the December meeting in hard copy and in electronic format to identify areas for improvement.
- Advertise forthcoming CAC meetings (5.2).
Meeting recorder works with OPG webmaster to ensure that agenda is posted on the OPG/PNGS website. Posting to be concurrent with mailing of agendas to CAC members. A link with the municipal websites will be created.
- As required, work with other organizations and consultation mechanisms in place related to the nuclear industry in Durham Region (5.3).
Meeting recorder reviews minutes of the DNHC and any other groups deemed pertinent to the process as a first step in co-ordination. CAC members are encouraged to flag any similar opportunities. Facilitator raises any matters considered to be important at the CAC Agenda Advisory Committee and at the CAC for direction.

- Review the effectiveness of the facilitation team on an annual basis (6.2).
Facilitator will produce a questionnaire to be distributed in advance of the December meeting in hard copy and in electronic format to identify areas for improvement.
- Preparation of minutes of the CAC meetings (6.3)
Meeting recorder prepares draft minutes that are sent to speakers, CAC Agenda Advisory Committee members and CAC members. Minutes are approved at the next meeting and, once approved, the meeting recorder works with OPG webmaster to ensure they are posted on the OPG/PNGS website. Posting to be effective within seven days from the meeting at which approval is received.
- CAC members will identify issues with which they may have a conflict of interest (8.0).
CAC members are responsible for raising matters which they may feel could be a conflict of interest or perceived by others as conflicts at the time the issue occurs. To initiate this process, the member should contact the facilitator in the case of a perceived conflict of interest. The matter will be brought to the CAC for disclosure and discussion.

March 15, 2011

PNGS Community Advisory Council, 2021

Frank Dempsey, Pickering Naturalists

John Earley, Scouts Canada, Durham Region

Donna Fabbro, Member at Large, Pickering

Natalie Harder, Member at Large, Toronto

Bill Houston, Member at Large, Ajax

Tim Kellar, Ajax-Pickering Board of Trade

Greg Lymer, Municipal Representative, Durham Region

Tracy MacCharles, Member at Large, Pickering

Pat Mattson, Member at Large, Pickering

Sean McCullough, Municipal Representative, Town of Ajax

John Miseresky, Member at Large, Pickering

Cody Morrison, Municipal Representative, City of Pickering

Zachary Moshonas, Member at Large, Beaverton

Peter Ottensmeyer, Member at Large, Toronto

Helen Shamsipour, Member at Large, Toronto

Dan Shire, Pickering Naturalists

John Simpson, Member at Large, Pickering

John Stirrat, Member at Large, Scarborough