



Minutes of Meeting

Project:	Lower Churchill Project	Contract # if applicable	N/A
Purpose:	CLC Meeting	Rec. No:	N/A
Venue:	LATP Office	Date / Time:	March 25/2014 – 18:00
Attendees:	<p>Gilbert Bennett - Nalcor Energy, Darren Wells – Co-Chair, Leander Baikie – Member at Large, Rosanne Williams – Co-Chair, Nalcor Energy, Wanda Lyall - Member at Large, Shelley Broomfield - Member at Large, Melissa Best – Mud Lake, Matthew Pike – Nalcor Energy and Lorie O’Halloran – Nalcor Energy</p> <p>Regrets – Art Williams, North West River</p>		
Distribution:	All attendees, posted on website after approval of minutes		
Recorded by:	Lorie O’Halloran	Signature:	

NOTES

Item No.	Description
1	Meeting called to order by Rosanne Williams at 18:00
2	Safety Moment - Rosanne spoke about the need to stay alert to the road conditions while driving, to take your time and be careful.
3	Meeting minutes dated December 10, 2013 were reviewed and approved
4	<p>Gilbert talked about the project’s safety performance; 5 million person hours worked with 1 loss time injury (LTI);</p> <p>Gilbert gave an overview of the 2014 Key Activities at Muskrat Falls</p> <ul style="list-style-type: none"> • Astaldi mobilizing resources and equipment to site <ul style="list-style-type: none"> ○ Workforce is ramping up ○ Increase in use of accommodations camp • Fabrication and installation of enclosure over power house area to allow year-round activity in a controlled environment. • Commence concrete works in spillway under a temporary cover. • Commence concrete works in powerhouse • Reservoir clearing continues <p>2014 Key Activities Labrador Transmission Assets (LTA)</p> <ul style="list-style-type: none"> • Continue with ROW clearing in advance of HVac transmission construction • Commence transmission construction - spring 2014

	<ul style="list-style-type: none"> • Conclude Churchill Falls and Muskrat Falls switchyard site preparation <p>2014 Key Activities at Labrador-Island Transmission Link (LITL)</p> <ul style="list-style-type: none"> • Award transmission construction contract • Commence ROW clearing and construction in Labrador • Commence site prep at Soldiers Pond and electrode sites <p>2014 Key Activities at Strait of Belle Isle Marine Cable Crossing (SOBI)</p> <ul style="list-style-type: none"> • First HDD borehole complete in Shoal Cove in January; second one completed early March • Subsea cable manufacturing started in Futtsu, Japan in January • Forteau civil works scheduled to be complete end of February • Scheduled to start HDD work in Forteau May/June • Additional civil works in Shoal Cove and Forteau summer 2014
5	<p>Procurement</p> <p>Recently awarded contracts:</p> <ul style="list-style-type: none"> • Ground Transportation – PENCAL Supplies & SBH Enterprises • Air Transportation – Innu Mikun & PAL • Laboratory Services – AMEC • Garbage Removal & Disposal Services – Parly’s Waste Management • AC Transmission line construction – Valard • Rock supply & Install – Tideway
6	<p>Employment</p> <p>Hiring priority arises from Lower Churchill Construction Projects Benefits Strategy Generation</p> <ul style="list-style-type: none"> • Commitments in IBA • Qualified and experienced residents of Labrador • Qualified and experienced residents of Newfoundland and Labrador • Qualified and experienced residents of Canada <p>Transmission</p> <ul style="list-style-type: none"> • Commitments made in IBA • Qualified and experienced residents of Newfoundland and Labrador • Qualified and experienced residents of Canada <p>It is implemented through Collective Agreements</p> <p>Contractors</p> <ul style="list-style-type: none"> • Nalcor has awarded contracts to multiple contractors who are responsible for specific scopes of work with the project. • The requirement for different jobs will vary throughout construction depending on

the work that is being carried out at a given time.

- Contractors determine how many workers are needed and the qualifications for each position.

Unions

- Not required to be in a union to work on the project
- Workers will be represented by the union specific to your trade, if hired
- Temporary permit vs. permanent union status
- Nalcor has established 3 collective agreements:
 - RDTC - Generation
 - IBEW - Transmission
 - Labourers' Union – Reservoir Clearing
- Collective agreements can be viewed on muskratfallsjobs.com

Who is qualified?

- Contractors determine when workers are required and the qualifications for those positions.
- Workers required will vary depending on construction activity
- For designated trades, this normally includes journey person or registered apprenticeship status, as well as relevant experience for the task.
- For non-designated jobs, this normally includes appropriate safety certifications, licenses, as well as relevant experience.

What you need to do

1. Register at muskratfallsjobs.com
 - Create account and online profile
 - Complete each section of the profile
 - Provide consent
2. Contact contractors with the project
 - Employer Contacts on muskratfallsjobs.com
3. Contact unions
 - Employer Contacts on muskratfallsjobs.com

Muskratfallsjobs.com

- Workers interested in working on the project should register with muskratfallsjobs.com
- Create an online profile to highlight experience and qualifications
- Important to **fully complete your profile** rather than upload resume
- This is the most effective and efficient way to ensure experience and qualifications are accessible to contractors and unions looking for workers

What to expect if you're hired

- May have to provide proof of your credentials, certification, licensing and/or education.
- Drug and alcohol test before access granted to work on site
- Security/background checks may be required
- Orientation program before starting work:
 - Introduction to the project
 - Health and safety
 - Environment
 - Respectful workplace
 - Cultural awareness
 - Gender equity, diversity and inclusion

Our Workplace Promise

- Nalcor is committed to creating a respectful workplace where everyone is valued and treated with dignity and respect.
- Discrimination, harassment, and workplace violence or the threat of workplace violence will not be tolerated.
- Safety is our #1 priority and **everyone's** responsibility.

Discussion

-Wanda noted that people have experienced issues with the website and find it difficult to use.

-Rosanne commented that the muskratfallsjobs.com website has been revised several times in response to feedback received from users. There are currently more than 16,000 people registered in the database.

-Matthew spoke about the new step-by-step guide developed to assist people

-Discussion around how the website works, who has access (contractors/unions) and if management are hired through the website as well.

-Rosanne indicated that it was necessary to fill out all fields in the profile to make sure your skills are searchable; when a resume is uploaded it is unsearchable for the contractors and unions. It is important to include as much detail as possible.

-Daren asked what portion of the Engineering/management team is from Labrador.

-Gilbert indicated that most of those positions are in St. John's.

-Daren asked who determines the skills required for a position; Gilbert indicated that the contractors determine what skills are needed.

-Daren stated that it was difficult for Labrador residents to get through to the union offices and with no offices in Goose Bay is a challenge.

	<p>-Wanda asked if there were any stats on how many people from the Labrador Coasts were working on site. -Matthew stated that 115 were registered in muskratfallsjobs.com from the 5 North Coast communities.</p>
7	<p>Project Benefits Employment (January 2014)</p> <ul style="list-style-type: none"> • In January, 1,245 individuals worked for all components of the Muskrat Falls Project <ul style="list-style-type: none"> ○ 1,031 were residents of Newfoundland and Labrador • 770 people worked in Labrador, of those: <ul style="list-style-type: none"> ○ 317 were Labrador residents ○ 145 were members of a Labrador Aboriginal group <ul style="list-style-type: none"> ▪ 81 Innu Nation members ▪ 33 NunatuKavut members ▪ 31 Nunatsiavut members <p>Expenditures (January 2014)</p> <ul style="list-style-type: none"> • January, total expenditures for the Muskrat Falls Project were more than \$51 million <ul style="list-style-type: none"> ○ Approx. \$39 million to Newfoundland and Labrador businesses ○ Approx. \$500,000 was spent on Labrador businesses
8	<p>Community Questions</p> <p>Work terms for post-secondary students -Gilbert stated that Nalcor/SNC employ approximately 25-35 Co-op Students; they are very supportive in these ventures. -Leander asked if there were a certain number of positions available. Rosanne explained the process between Nalcor and the University. -Shelley asked if there would be placements through AES, Gilbert asked her to send along information on the program.</p> <p>Local workers living at camp -Melissa asked if local workers were staying in camp -Leander stated local workers should have the ability to live at the Muskrat camp by application. -Gilbert explained that the camp was established for workers who reside outside Upper Lake Melville. If a worker lives more than 100 km from site then he/she will be housed at camp. Workers that live in Upper Lake Melville can commute back and forth to site.</p> <p>Housing -Gilbert asked about the current housing situation. -Wanda commented that there are many vacant properties in town but rent is too high for</p>

	<p>locals especially with the rising cost of living, particularly the cost of groceries. -Gilbert indicated that there are many different factors that can contribute to the rising cost of groceries, such as weather and transportation issues. -Shelly stated that there have been substantial impacts to small and medium business. They find it difficult to compete with Muskrat Falls.</p> <p>Mud Lake ground water study -Melissa asked if there would be more testing on the Mud Lake ground water. -Rosanne said the water will be tested again this year. -Gilbert suggested if residents are concerned about water quality they could get their water tested by Government Services. -Leander said he heard rumors about dredging the channel; Melissa stated that there has been a change in water level and flow. -Gilbert commented that there has been no change to the river as a result of the project. Nalcor will consult with the residents of Mud Lake before any changes to the river.</p> <p>Community investment -Matthew mentioned that Nalcor invested in lighted buoys to light the travel route to Mud Lake. Melissa indicated there was no announcement to the community about this initiative. -Matthew said he would look into it. -Melissa asked about community investment for communities impacted by the project. - Matthew indicated that he had spoken with Melissa about the criteria for investment. -Daren suggested Mud Lake should investigate Wellness Grants through the provincial government.</p>	
9	<p>New Business -Melissa asked if the cable being supplied for the underground connection between Labrador and the Island was the same as what was supplied to Mud Lake. She wanted to know if the Mud Lake cable was a pilot project. -Gilbert indicated that the cable across the Strait of Belle Isle is not the same as the cable installed to Mud Lake. -Rosanne suggested that she would like to bring the Environment and Regulatory Compliance team to speak about environmental management at the next meeting. -Rosanne stated that she is looking to arrange another site tour in September 2014</p>	
10	Next Meeting will be held on June 17, 2014. Environmental Focus	
11	Meeting adjourned at 20:45.	
ACTIONS		
Item No	Description	Action / Date
1	Send meeting minutes out to members	April 9/2014 – Lorie O’Halloran
2	Provide monthly benefit reports to CLC members	Monthly – Rosanne Williams
3	Send out agenda reminder to give opportunity for	June 10, 2014 – Lorie O’Halloran



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	members to add items	
4	Continue constant two way communication on an "as-needed" basis	All members - ongoing