

Meeting Summary



Regional Planning Process Advisory Group

Meeting Date: April 14, 2015 **Time:** 10:00 am – 4:00 pm

Location: 2300 Yonge Street, 25th Floor, ADR room

RPPAG Attendees:

Bing Young, Bob Chow, Kazi Marouf, Bruno Pereira, Wade Morris, Dan Charron, Irv Klajman, Edith Chin, Jake Brooks, David Butters, Geoff Lupton, Ray E. Quinn, and Iain Angus

OEB Staff Attendee:

Ashley Hayle, Chris Cincar, Leila Azaiez, Emay Cowx (Consultant)

Meeting Agenda

1. Discussion Item(s)
 - a. Review of last meeting minutes
 - b. Approval on RPPAG Terms of Reference
 - c. Update on action to invite First Nation & Metis representative to join group

2. Meeting Items
 - a. Alternate RPPAG Members
 - b. Work on priority item no. 3 - Form of Broader Engagement
 - LDCs share their experience in engaging community & stakeholders on RIP through presentations (could invite others who've lived or are living this to present)
 - Broad theory on engaging on planning – spectrum of participation and approaches
 - c. Coordinate AMO Planning Rep – technical session for RPPAG (Activity Item #5)

3. Wrap up

4. Future Meeting

1. Discussion Item(s):

A. *Review of last meeting minutes*

- Reviewed the previous Meeting Summary notes (March 2015).
- RPPAG Members approved the final document for posting on the OEB Website.

B. *Approval on RPPAG Terms of Reference*

- RPPAG Members provided some final edits and subsequently approved the Draft ToR.
- The approved Draft ToR is to be posted on the OEB Webpage. OEB Staff to provide links to RPPAG members.
- OEB Staff to present the draft ToR to Executive.
- Members are to ask their constituents to review and provide comments on the approved Draft ToR.
- Once all comments are received and reviewed, the final ToR can be posted.

C. *Update on action to invite First Nation & Metis representative to join group*

- Discussed the benefits of the First Nation & Metis representatives as RPPAG members.
- Discussed the various regulatory committees and engagement activities that the FN&M representative may also be active representatives to discern if there is any overlap.
- OEB Staff indicated that it is more appropriate to send an invitation to the Five Nation Transmitter given the nature of the activities that would be undertaken by the RPPAG – i.e. more operational.
- Proposed a letter be sent to the OEB executive to reflect the RPPAG views and request to invite the First Nation & Metis representation at various regulatory committees and engagement activities.

Actions: RPPAG member to draft a letter; approve letter and send to OEB.

2. Meeting Item(s)

A. *Alternate RPPAG Members*

- The RPPAG members may, when appropriate, send an alternate to attend on their behalf.

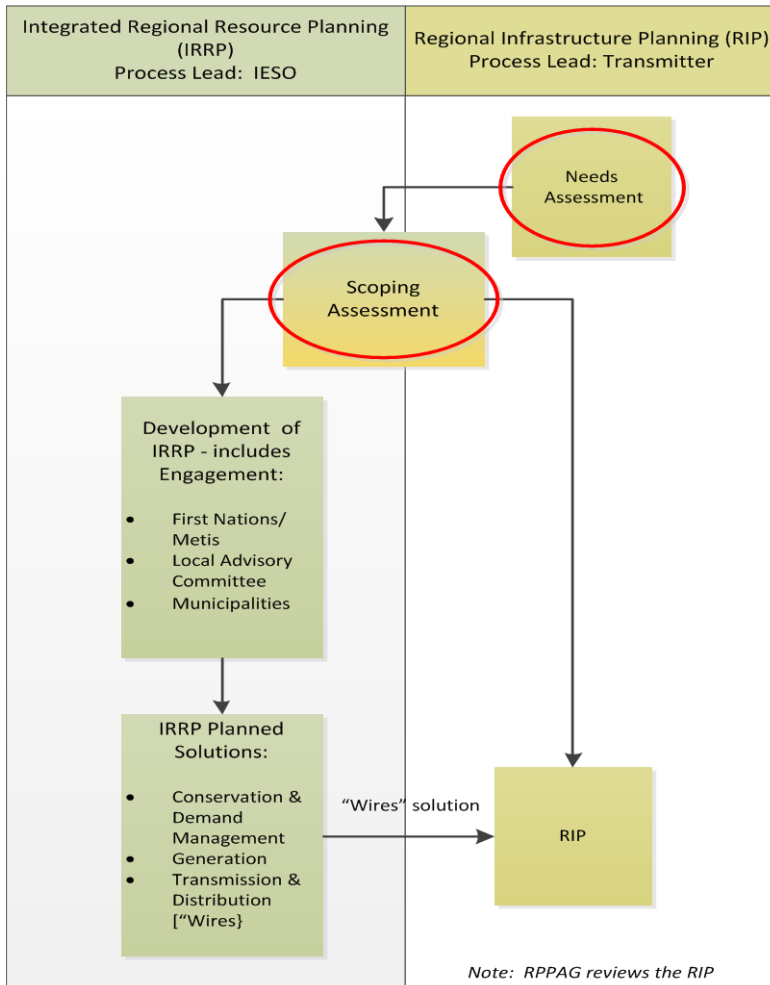
- The RPPAG members will inform the Chair, Vice-Chair or OEB staff, prior to the meeting they are unable to attend, who will be the alternate individual who will be attending on their behalf. There is no approval process required to select alternate members.
- The alternate will not have voting privileges but, by proxy, submit the RPPAG member's vote to the Committee in the event a vote is required.

Action: Update the ToR to reflect the clarifications regarding Alternate members

B. Work on priority item no. 3 - Form of Broader Engagement

- There is no RIP currently in the public domain, but there is ongoing engagement work in support of the development of the IRRP.
- Various LDC members spoke about their relative experiences so far in relation to engagement of various parties in assessing regional needs for the Needs Assessment phase, which will then flow into the Scoping Process of the IRRP. The experiences were positive.
- In discussion it was noted that for LDCs who will need to progress to the scoping process, the ability to have an early engagement with relevant municipalities (at a number of levels) and other key stakeholders is desirable. This will ensure that load forecasts are sufficiently informed to reflect and deliver a robust needs screening assessment.
- It was pointed out that due to the inherently unique situation in Northwestern Ontario, the IRRP and RIP processes are much more integrated, and therefore the discussion and recommendations pertaining to engagement on RIP would apply to regions other than the Northwest.
- The group devoted some time to reviewing the IRRP and RIP process as developed by the Process Planning Working Group, to thoroughly understand the phases of work undertaken in one plan or the other.
- Following improved clarity of the holistic data acquisition and analytical process leading to an RIP, the group then deconstructed the process from an engagement perspective to map out the appropriate level of engagement in major planning activities within the planning flowchart (refer to items in Figure 1 circled in red).

Figure 1. Regional Planning Process



- The spectrum of participation ranged from Communication (the lowest level of participation), Consultation (working towards mutual understanding), Collaboration (working in partnership to advance mutual goals through shared risk), and Co-Creation (innovative solution development through shared leadership).
- RPPAG mapped the different levels of engagement that may be considered in each of the four main process steps. Mapping of engagement for each planning activity resulted in the following being proposed (pending acceptance by RPPAG members):

Planning Activity	Depth of Engagement	Lead	Stakeholders to be Engaged
Needs Assessment (60 days)	Communication to inform and create greater awareness	Transmitter & Study Team	Municipal leaders, planners, economic development, etc.

	<p>On the regulatory need</p> <p>On what the Study Team knows;</p> <p>On what the Study Team needs.</p>	<p>IESO</p> <p>Hydro One</p> <p>Relevant LDCs</p>	<p>Chambers of Commerce</p> <p>Major Developers</p> <p>Federal Economic Development organizations</p> <p>Anyone who will impact the load forecast and system reliability</p>
<p>Scoping Process & Report (90 days)</p> <p>Describes the rationale;</p> <p>Clarifies if the plan is an IRRP or RIP; and</p> <p>How the region is geographically defined.</p>	<p>Consultation to hear and respond to public concerns regarding the scoping report findings;</p> <p>Deepen mutual understanding;</p> <p>Gain insight to improve findings shared in the report.</p>	<p><i>[Not yet discussed]</i></p>	<p><i>[Not yet discussed]</i></p>

Action: Complete the engagement mapping process for the remaining process steps.

B. Coordinate AMO Planning Rep – technical session for RPPAG (Activity Item #5)

- It was decided to hold off inviting an AMO planning representative to speak to the members until after the 7 IRRPs are publicly release in stages beginning at the end of April.
- It was asked if the IESO might share with the group media and social media reaction to each IRRP public release; specifically if pertinent to process matters.
- It was suggested that the RPPAG might develop a survey to informally poll on the effectiveness of the IRRP phase of the PPWG planning process. Emay volunteered to prepare a scoping document to help clarify the purpose, goal and approach for undertaking and preparing such a survey for members’ consideration.

3. Wrap Up

No.	Action Item(s)	
1.	Update the ToR with Alternate Member clarification and post Final Draft ToR. Provide RPPAG with OEB link to posting	OEB
2.	Post Final Meeting Notes (March)	OEB
3.	Draft Letter - First Nation & Metis representative, review, finalize and issue.	RPPAG
4.	Complete engagement mapping process for the remaining process steps.	RPPAG
5.	Develop a survey tool for the IRRP phase of the PPWG process	OEB / RPPAG
6.	IRRP response / feedback report: Entegrus, IESO, Energy Task Force and PowerStream to provide feedback to present to RPPAG committee	RPPAG
7.	Provide information on IRRP community outreach. Request IESO Communication Officer to attend next meeting Provide a list of scheduled webinars to the RPPAG Provide feedback after plans are posted Provide list of who is contacted when plans are posted – i.e. RPPAG survey	IESO
No.	Follow Up Items from Previous Meeting	
1	Coordination of other industry advisory groups: The need for coordination of other industry advisory groups - did not start this activity	OEB

4. Future Meetings

The next RPPAG meeting will be on May 26, 2015