



# Minutes of Meeting

<b>Project:</b>	Lower Churchill Project	<b>Package No:</b>	CT0327-001
<b>Purpose:</b>	Island Planning Workshop	<b>Package Title:</b>	Construction of 350KV HVdc Transmission Line
<b>Location:</b>	Holiday Inn Deer Lake, NL	<b>Date / Time:</b>	23-Sept-2016, 8:00am – 4:00pm

<b>Attendees:</b>	<b>LCMC</b> Ken Sparkes Pat Hussey Kumar Kandaswamy Mark Peddle Dennis Lever Mike Tuff Craig Freake Rhonda Winsor	<b>Valard</b> Dave Torgesen Joe Pandiak Don Bouzane Tim Taggart Alex Budzinski
<b>Distribution:</b>	Attendees, J. Kean, G. Cahill, K. Williams, R. Taylor	
<b>Recorded by:</b>	Rhonda Winsor	<b>Signature:</b> <i>Rhonda Winsor</i>

Item	Description	Action	Date
1.0	<b>Safety Moment:</b> Always be aware of your surroundings during Moose hunting season. Make yourself visible to hunters and while driving, be extra careful of moose running onto the roadways.	Info	
2.0	<b>Meeting purpose and objectives:</b> LCMC requested this workshop in order to ascertain Valard's current outlook for completion of the balance of scope on the Island, as well as assess / discuss critical risk areas requiring both collective focus and alignment.	Info	





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Item	Description	Action	Date
4.0	<p><b>Topic 2 – LRM:</b></p> <p>A) Access &amp; ROW Update – Provided by Ken Sparkes (reference Attachment 1):</p> <p><u>Progress:</u></p> <ul style="list-style-type: none"> <li>➤ Causeway completed at 6 Mile Pond, only guard rail left to install.</li> <li>➤ Average of 300 meters of road being completed daily. (combined North and South Headings)</li> <li>➤ Survey, ground thruthing to be developed on both fronts.</li> <li>➤ S3-399 to S3-410 only 7 structures remaining to clear with some rework along the way. Currently being addressed by MK&amp;S</li> <li>➤ S3-433 will need further clearing</li> <li>➤ Access roads to get to Zone 3 (Zone 3 is a potential turnaround) from the north end. Clearing a 20 meter wide road.</li> <li>➤ 40-50 Structures are presently accessible / ready in the north end.</li> <li>➤ Some of the steeper grades have been reduced.</li> <li>➤ Access available on the south end at S3-586 and S3-601. No access for S3-621-S3-630. Work will continue in the area and will be completed before Christmas 2016.</li> <li>➤ Once winter arrives Taylor’s Brook is a heavy snow area with many stakeholder issues. LCMC do not plan to Maintain Taylor’s Brook open past Xmas. May be able to re-open in late spring depending on snow.</li> </ul> <p>B) Construction Planning Update – Valard:</p> <p><u>North (Batteau Barrens):</u></p> <ul style="list-style-type: none"> <li>➤ S3-343 to S3-400 - 5 crews will be working in this area weather permitting.</li> <li>➤ Valard suggested that there will need to be further discussion regarding scope of work regarding the boulder field. Will need to make sure that it lines up with the engineering perspective.</li> </ul>	<p>D. Torgesen</p>	<p>07-Oct-2016</p>











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Item	Description	Action	Date
8.0	<p><b><u>Topic 6 - Outstanding Actions (time permitting)</u></b></p> <ul style="list-style-type: none"> <li>• Mark Peddle facilitated a review of open / outstanding actions from prior workshops.</li> <li>• Review Action items from 2 day workshop (7/8-Jul-2016 – Foundation Construction / Quality)</li> <li>• Review Action items from 1 day workshop (27-Jul-2016 – Foundation Impass)</li> <li>• Review Action Items from 2 day workshop 17/18-Aug-2016 – Geotechnical Investigation/Cribbing/ Excavation/ Neat Volumes) – Due to key Valard personnel not in attendance, outstanding items will be discussed at a later date.</li> </ul>		
9.0	<p><b><u>Labrador:</u></b></p> <ul style="list-style-type: none"> <li>➤ C&amp;T camp will not be used by Valard after Christmas. All work done from the North Front after Christmas will be from DC2 and Eagle Camps</li> </ul>		
	<p><b><u>Attachments:</u></b></p> <ol style="list-style-type: none"> <li>1. LRM Progress map - 1 Page</li> <li>2. Valard's proposed plan (photos only) – 4 Pages</li> <li>3. LRM Access Progress Update – 3 Pages</li> <li>4. TNWZ Production Update – 3 Pages</li> <li>5. Segment 5 Production Update – 12 Pages</li> <li>6. LCP Access Update Slide – 22 Pages</li> </ol>		

Contract/Supplier hereby agrees that Contract/Contractor has reviewed and agrees with the content and accuracy of these Minutes of Meeting.

**Valard Construction LP:**

Signature: \_\_\_\_\_

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

**LCMC:**

Signature: Mark Peddle

Name (please print): Mark Peddle

Date: -15-Dec-2016.