

To: Stan Marshall

cc: Gilbert Bennett, Mike Roberts

From: John MacIsaac

Date: June 1, 2016

Subject: Brief update note – Leadership Alignment Meeting on forth coming Project Restructure

Stan,

The following is a brief bullet form summary of the meeting yesterday afternoon 3:15-4:15pm on the topic of project restructure and time sensitive deterministic validation of updates to schedule and cost.

In attendance were Gilbert Bennett, Paul Harrington, Jason Kean and Mike Roberts.

The purpose was three fold as follows:

1. Initial round table discussion of the forthcoming project structure change – 20 mins.
2. Executive summary update of the three transmission components – 20 mins.
3. Making plans for site visits to enable deterministic validation of the probabilistic update reports – 10 mins.

Wrap-up and next steps – 10 mins.

1. Initial round table of forth coming organization structure change:
 - Shared the vision of the project now becoming two projects transmission and generation;
 - to enable/strengthen focus on both pieces
 - support strengthen completions for a strong finish
 - recognize and support the separate timelines to in-service and operations
 - Actively listened to shared views from Paul and Jason on ensuring that we leverage shared resources and processes;

- We did state that we will carefully and thoughtfully review several key resources, Lance and Paul are going to be key to generation (Gilbert's input). Jason to transmission and the other sharing of resources will see us make change with a view to a practical split into two teams. Striking the balance in sharing to a practical level as required to avoid excess in duplication, plus enabling of two team approach;
 - Paul Harrington flagged the importance of the message in front of Canada plus he also flagged common reporting as areas for attention. We agreed we would look first, evaluate and make practical change with a purpose based on need.
2. Jason Kean shared perspective on the current org structure and processes, and the fact that a lot of effort has been expended to get to where we are:
- We agreed a lot of work done, "we will build on the work done to date" and the org structure lends itself to the suggested split between transmission and generation (J.M.)
 - Jason then went on to share an updated deck (status briefing deck LTA-LGTL) building in more detail to the previously shared, CEO briefing document;
 - Updated the risk profile of the transmission components, one slide each on high level critical path, and overview of contract status, the report and findings are high level and from a probabilistic perspective;
 - An area of key risk continues to be the HVDC specialties package, Alstom and their named subcontractor work is on the critical path and is schedule exposure receiving priority attention.
3. We briefly touched upon the need for site visits, planning is coming together, it is time sensitive and committed resources are now making plans, a small group of 4 to visit sites commencing Sunday the 5th of June and running out to the end of next week.
- Jason and J.M. to connect Wednesday to discuss coordination of visits.

In summing up, given the topic of discussion, would characterize the meeting as a fact based first share that has key stakeholders working with a shared understanding of new of our new mandate and new vision for execution.

Best regards,

J.M.