



# Buffalo Atlee Wind Farm 1/2/3

## Stakeholder Engagement Plan

Prepared by:





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## 1) Introduction

Capstone Infrastructure Corporation (**Capstone**), in partnership with Sawridge First Nation (**Sawridge**), is planning to build and operate the Buffalo Atlee 1, 2 and 3 wind power projects (together, the “**Buffalo Atlee projects**” or “**projects**”, each a “**project**”) in the Special Areas No. 2, Alberta.

The projects are subject to approval by the Alberta Utilities Commission (**AUC**) pursuant to *Rule 007: Applications for Power Plants, Substations, Transmission Lines, and Industrial System Designations* (“**Rule 007**”). Stakeholder consultation is a core component of Rule 007 which provides guidelines for applicants to create a Participant Involvement Program (“**PIP**”) that must be developed, executed and completed before an application may be filed with the AUC. Pursuant to Rule 007 guidelines, the purpose of the PIP is to ensure effective communication takes place with stakeholders (the public, local authorities, agencies, industry and government) so that questions and concerns may be raised, properly addressed, and if possible, resolved. A PIP Summary detailing the structure and outcome of the program is required as part of any application to the AUC.

Capstone has developed this Stakeholder Engagement Plan (“**SEP**”) to explicitly describe the stakeholder consultation and engagement process for the projects, and to encourage meaningful participation by all stakeholders throughout the development, construction and operation of the projects in an open and transparent manner.

This SEP identifies the regulatory requirements for stakeholder engagement, describes how Capstone intends to comply with or exceed the stipulated regulations, identifies the relevant stakeholder groups, outlines a variety of methods for effective communication and information sharing, explains the process by which consultation activities will be recorded, and finally details the timeline and plan for each of the critical engagement activities to be completed. The SEP forms part of the PIP Summary that will be eventually filed with the AUC.

The guiding objectives for this SEP are to:

- 1) Ensure that consultation activities meet the Rule 007 requirements for public consultation in an open and transparent manner;
- 2) Openly outline a schedule and process for all stakeholders to understand how they will be engaged and on what timeline;
- 3) Develop a strong community relationship built on trust and integrity through frequent, open and honest communication, using a variety of communication methods;
- 4) Establish a process and protocol for providing clear and timely project information, as it is developed and becomes available;
- 5) Demonstrate a plan to address feedback and concerns and integrate gathered feedback into future engagement plan activities and final project design, where possible; and

- 6) Be respectful of stakeholders' preferred communication methods and inclusive with all stakeholders to ensure a robust public consultation record.

In summary, the most important objective of stakeholder engagement is to ensure that stakeholders potentially affected by the projects understand the scope of the projects, the regulatory and approval process in place, and potential impacts associated with the projects. An associated benefit of good stakeholder engagement is that relevant and appropriate feedback received from stakeholders can guide and improve project development. This may have an impact on a variety of project activities including detailed design, construction, and operations, as well as appropriate mitigation, when needed.

## 2) The Proponents

Capstone is a leading Canadian independent power producer engaged in the development, construction, financing, and operations and maintenance of power facilities with a focus on renewable energy. Founded in 2004, Capstone currently owns and operates 24 thermal and renewable power generation facilities across Canada with a total installed capacity of 605 megawatts. Capstone is responsible for managing project development activities of the Buffalo Atlee projects on behalf of the partnership with Sawridge, and brings a breadth of experience in development, construction and operation of similar projects. Capstone is committed to meaningful stakeholder consultation and robust record keeping during the consultation process throughout the entire lifecycle of the projects.

Sawridge First Nation is an original signatory to Treaty No. 8 (in 1899), and is a self-determining, innovative, progressive and prosperous nation of Cree people who continue to govern in a harmonious and balanced way. Sawridge is inclusive of all members, values relationships, customs, and traditions, and respects both maintaining culture and environment for future generations.

Questions and feedback are always welcome. We encourage any interested party to contact us with any questions or comments, or to request information regarding the projects by phone, email, or mail as follows:

### Contact information:

Community Relations: Jody Refvik, Consultation Manager  
Project Lead: Andrea Kausel, Vice President, Development

Phone: 403-930-4662  
Email: [buffaloatlee@capstoneinfra.com](mailto:buffaloatlee@capstoneinfra.com)  
Project Website: [www.buffaloatlee.com](http://www.buffaloatlee.com)

### Mailing Address:

Buffalo Atlee Stakeholder Engagement  
Suite 600, 322 – 11 Avenue S.W.  
Calgary, AB T2R 0C5

### 3) Project Description

The Buffalo Atlee 1, 2 and 3 wind power projects are made up of three distinct projects, Buffalo Atlee 1 (17.25 MW), Buffalo Atlee 2 (13.8 MW), and Buffalo Atlee 3 (17.25 MW); in aggregate totalling 48.3 MW. Each project holds a contract with the Alberta Electric System Operator (**AESO**) under the Renewable Electricity Program Round 2. The projects are proposed on privately held land located in the rural municipality of the Special Areas No. 2, approximately 10 kilometers southeast of the hamlet of Jenner, Alberta.

The projects land, and surroundings, is predominately used for a mix of agriculture and grazing uses, as well as heavy subsurface extraction of oil and gas. The projects land will continue to be used for these purposes in combination with the wind power projects once operational.

The projects are anticipated to include a total of about 11 turbines, each with a rated capacity of up to 4.6 MW. The exact model has not been selected; however, the turbines under consideration for the sites are 110 to 131 metres in height from the ground to the nacelle (tower height), with blade lengths ranging from 68 to 78 metres.

The projects will provide direct and indirect economic benefits to the local community including:

- Direct employment for local contractors and labourers;
- Sourcing of local construction materials, whenever possible (gravel, concrete, etc);
- Long-term employment opportunities during operation for site managers, technicians, as well as secondary services for site management and maintenance;
- Municipal revenue, which will indirectly support local spending and reduce tax rates for all in the area; and
- Landowner royalty revenue, which will be invested back into local businesses and the broader community.

The projects lands are shown on the map below (Figure 1), along with distance markers for the prescribed Rule 007 consultation and notification zones.



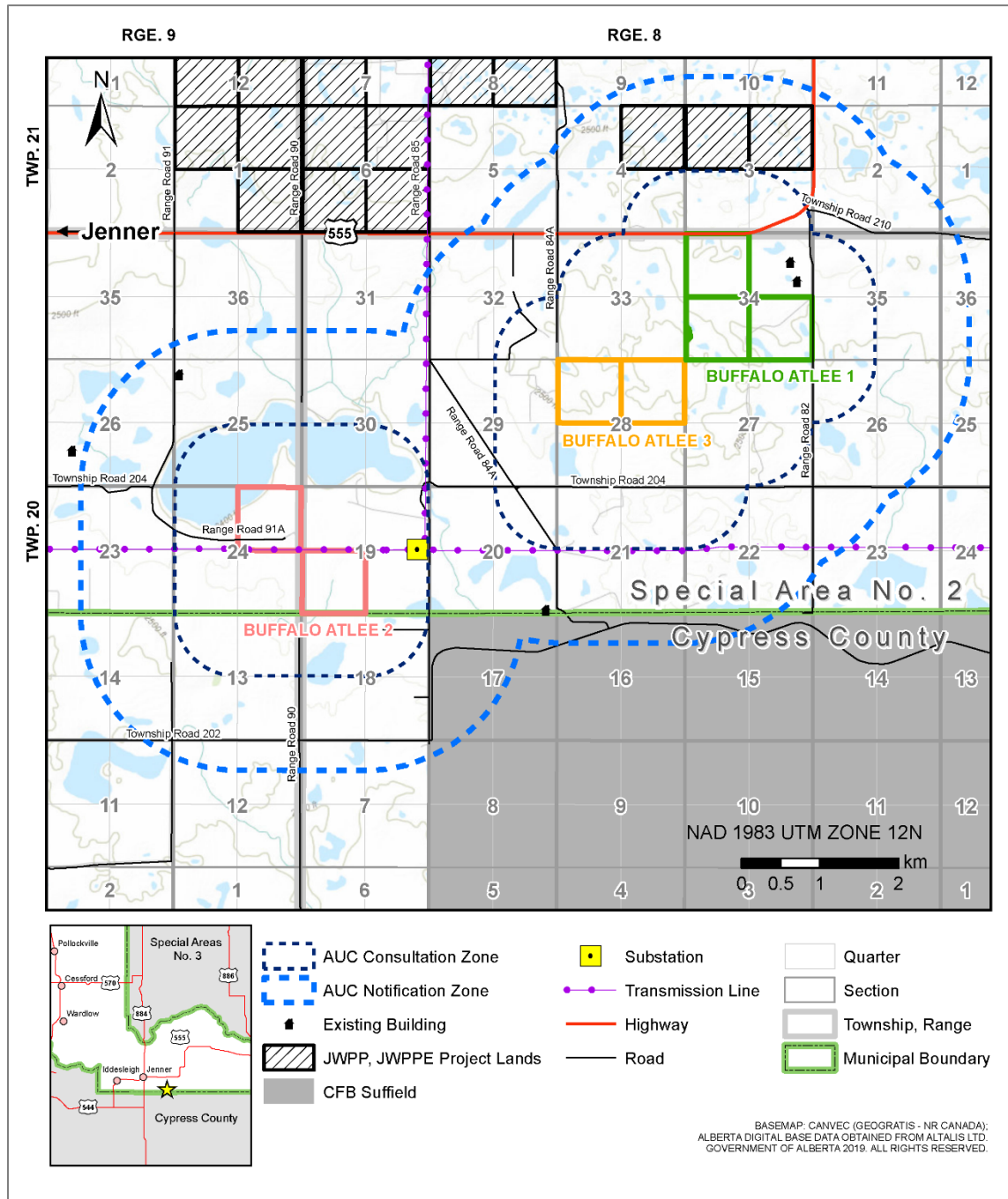


Figure 1. Projects Location Map

## 4) Stakeholder Engagement Principles

In line with the guidelines set forth by Rule 007, the stakeholder engagement process undertaken by Capstone and the project team will employ the following themes:

- **Varied communication methods:** project-specific information will be delivered through a combination of one-on-one meetings, phone, website, email and letter correspondence, public information sessions and round table discussions with stakeholder groups.
- **Two-way dialogue:** stakeholders will have the opportunity to raise concerns about the project(s) thereby allowing the proponents to address them early and work to find mitigation measures of potential impacts.
- **Focused communication:** appropriate language and terminology will be used in all written, electronic and website materials so that stakeholders can clearly understand details of the project(s), expected environmental and socio-economic benefits and potential impacts.
- **Timely consultation:** Capstone will be sensitive to the timing constraints of its stakeholder groups understanding that there may need to be scheduling flexibility during times of planting and harvesting, calving seasons and statutory holidays when developing and implementing its PIP.
- **Transparency:** all consultation and engagement activities will be documented. The PIP will include a consultation log which will document all forms of communication and outreach with its stakeholder groups including, the date, time and type, and any feedback, comments, objections or concerns raised.

## 5) Regulatory Requirements

### 5.1 Participant Involvement Program

The projects are subject to regulatory under Rule 007 which provides clear guidelines and requirements for public consultation through the implementation of a Participant Involvement Program (**PIP**). The PIP guidelines outline the need for effective communication to take place among stakeholders (the public, local authorities, agencies, industry and government) so that concerns may be raised, properly addressed, and if possible, resolved. It also requires that all persons whose rights may be directly and adversely affected by a proposed development must be informed of the application, have an opportunity to voice their concerns and an opportunity to be heard. At the end of the PIP, all engagement activities, stakeholder lists and communications records will be summarized in the PIP Summary, which will be submitted to the AUC as part of the project approval process.

The elements of the PIP must include the following:

1. Project-specific information;
2. A response to questions and concerns; and
3. A discussion of options, alternatives and mitigation measures.

The PIP will include a communications log record of all ongoing and completed consultation activities with identified stakeholders. The record will include the date and time of contact, method of communication, a summary of the discussion including a list of any objections, concerns or feedback expressed, and a summary of the response and or mitigation strategies provided during the various consultation activities.

### 5.2 Consultation Records

The AUC guidelines and requirements regarding record-keeping are the following:

1. The proponent must conduct one-on-one consultation with occupants, residents and landowners. Where there is more than one landowner or occupant at the address, additional consultation must be undertaken upon request of the additional stakeholder(s). All consultation must be recorded in the consultation log.
2. The proponent is required to track all mail-out activities, including information sent out (project notification should be sent by registered mail).
3. The proponent is required to record project-specific information given to stakeholders at: project notification (via mail), open house(s), and any other mail-out and consultation activities.
4. The proponent is required to record reasonable attempts to contact all stakeholders.
5. Questions raised during consultation should be addressed by the proponent and recorded in the consultation log. The proponent is expected to document

commitments made during its PIP and have a process in place to follow up on those commitments.

6. If an application is withdrawn, stakeholders outlined in the PIP should be notified, and the consultation tracked.

When submitting an application under Rule 007, the proponent is required to indicate any outstanding objections or concerns that they are aware of. Outstanding concerns must be provided in the written PIP summary as well as the consultation log.

Capstone has engaged Calgary-based LandSolutions LP (**LandSolutions**) to support on PIP planning, record keeping, and PIP Summary preparation. LandSolutions is well established and equipped to provide professional expertise in land acquisition, public consultation, and regulatory obligations and will provide a critical expertise in the effective implementation of this SEP.

## 6) Stakeholder Identification

The PIP guidelines stipulate that proponents must notify occupants, residents and landowners within 2,000 metres measured from the edge of the proposed power plant site boundary and must carry out personal consultation with occupants, residents and landowners within 800 metres measured from the edge of the proposed power plant site boundary. The PIP must also include any stakeholder who has expressed an interest in the project in the area. Key stakeholders and interest groups have been identified for the Buffalo Atlee projects, and are summarized below in this section.

We encourage anyone interested in the projects who is not presently on the stakeholder list and wishing to become an identified stakeholder to let us know by phone, mail or email (please refer to the contact details in Section 2).

### 6.1 Directly Affected Stakeholders

Directly affected stakeholders are any occupants, residents and landowners within 800 metres measured from the edge of the proposed power plant site boundary. These stakeholders have been and will continue to be contacted and personally consulted with by phone and in-person discussions. Caveat holders on these lands have also been identified, and contacted directly by mail.

### 6.2 Adjacent Stakeholders

Adjacent stakeholders include those persons who are between 800 metres and 2,000 metres from Project boundary. These stakeholders have been notified and have expressed their primary preferred method of communication. These stakeholders will receive all project updates and will be included in personal consultation if requested. Caveat holders on these lands have also been identified, and contacted directly by mail.

### 6.3 Municipalities

#### 6.3.1 Specials Areas No. 2

The projects are located in the Special Areas No. 2, and in proximity to Cypress County. Special Areas Board acts as agent on behalf of the Crown within Special Areas No. 2, which, in addition to ensuring delivery of municipal services and supports, also manages public land and community pastures. Many of the properties within 2,000 metres of the Buffalo Atlee projects lands are public lands managed by the Special Areas Board. Capstone has identified several key persons or departments within the Special Areas Board in respect of planning and permitting, emergency services, the fire chief for Special Areas No. 2, as well as local volunteer fire departments within the Special Areas No. 2 (e.g., Jenner). Capstone will arrange personal consultations with identified staff representatives to inform engagement activities, project design, as well as construction and operations considerations. These groups will also receive

project-related mailouts and information packages so they are informed on the project development activities.

6.3.2 Cypress County

Given the proximity to the municipal border with Cypress County, Cypress has also been identified as a stakeholder, specifically for potential road use needs for delivery of project equipment. Identified stakeholders at Cypress County will also receive project-related mailouts and information packages so they are informed on the project development activities.

6.4 Government and Other Agencies

6.4.1 Provincial Ministries

Several ministries are or may be required to be consulted at various stages of the AUC approval process, or have the authority to issue permits necessary for project construction and/or operation within their jurisdiction.

Provincial	<ul style="list-style-type: none"><li>• Alberta Aboriginal Consultation Office</li><li>• Alberta Culture and Tourism</li><li>• Alberta Environment and Parks</li><li>• Alberta Transportation</li></ul>
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6.4.2 Other Stakeholders

Other stakeholders include federal government departments, non-governmental organizations (NGOs), local business development groups, synergy groups, landowner groups and other interest parties who may have interest in the projects. These stakeholders will also be included in ongoing consultation activities. The list of these entities is as follows, and will be updated as the engagement work goes on:

Telecommunications and Radar	<ul style="list-style-type: none"><li>• Canadian Coast Guard</li><li>• Environment and Climate Change Canada</li><li>• Department of National Defense</li><li>• Royal Canadian Mounted Police</li><li>• NAV CANADA</li><li>• Transport Canada</li></ul>
Air Ambulance	<ul style="list-style-type: none"><li>• HALO</li><li>• Shock Air Trauma Rescue Society (STARS)</li></ul>

## 6.5 Indigenous Communities

Where a planned power plant facility is not located on public lands, or seeking applications under the *Water Act* or *Environmental Protection and Enhancement Act*, there would be no trigger to engage the Aboriginal Consultation Office (**ACO**) or its processes. At present, ACO triggers are not anticipated for the projects as they are sited are proposed on private lands. Nonetheless, Capstone will consult with ACO with project specific information, and undertake consultation as advised.

## 7) Stakeholder Engagement Strategies

The stakeholder engagement approach will incorporate various communication methods to deliver project-specific information through a combination of one-on-one meetings, phone, website, email and letter correspondence, public information sessions and or round table discussions with interested stakeholder groups. Capstone encourages and facilitates two-way dialogue, ensures all communication uses appropriate language and terminology, and is flexible incorporating timely consultation.

### 7.1 Direct Mailing

Project specific information packages will be sent to stakeholders in the mail periodically, as project information evolves, and when new information must be broadly disseminated to stakeholders. Information mailouts are a good way to provide project updates to stakeholders who have expressed interest in knowing more about the projects, especially in a rural environment where many people still do not have access or regular use of the internet. Direct mailing will also be used where a stakeholder may request a paper copy of any resources available on the website, or discussed in individual consultations.

### 7.2 One-on-one meetings

One-on-one meetings with directly affected stakeholders and any additional interested stakeholders is a critical part of the engagement plan and the overall PIP process. One-on-one meetings provide the opportunity for opening communication lines with key stakeholders and for building trust and transparency through direct dialogue. These meetings also allow stakeholders to raise concerns and receive direct follow ups about the projects and provides project representatives the opportunity to address questions early, allowing time to consider and evaluate all mitigation measures possible, integrating feedback more directly into project design, where possible.

### 7.3 Telephone and email

Capstone has a dedicated telephone number (403-930-4662) and email address ([buffaloatlee@capstoneinfra.com](mailto:buffaloatlee@capstoneinfra.com)) which is monitored by project team members. These communication channels give the opportunity for individuals to have a brief discussion by email or phone with a team member knowledgeable about the projects. This method of communication can be a meaningful way to discuss and share information, express issues or concerns and give feedback. We encourage any interested stakeholder to reach out as this is the best way to get questions and concerns addressed quickly if not previously addressed or published on the project website's frequently asked questions page.



#### 7.4 Website

Capstone has developed a project website: [www.buffaloatlee.com](http://www.buffaloatlee.com). The website uses appropriate language and terminology and will serve as the primary medium for documenting all project information for the project and the development activities. The information presented on the website will include project contact details, project updates, project documents, all relevant project communication materials including project newsletters, location maps, and copies of distributed project information as well as panels and presentation material from the open houses. The site also hosts a Frequently Asked Questions (FAQ) page which is updated regularly addressing responses to concerns collected through public consultation activities with stakeholders and which also provides background research document links and supplemental information.

#### 7.5 Public Open Houses

Public open houses will be used to share detailed information about the projects and provide an opportunity for all stakeholders to receive the same information at once and have direct face to face interaction with project team members and subject matter experts. Appropriately knowledgeable representatives will be in attendance to address specific issues or concerns raised about the projects. Information at the open house will be provided in the form of large format presentation posters, hard copy materials and take-home handouts, visual presentations, resource stations with enlarged maps, studies and or additional supporting documentation. We encourage individuals to explore all the areas of the open house and ask questions and provide feedback. Feedback forms will be available for stakeholders to provide feedback, document additional questions, concerns or issues, and will allow opportunities for follow ups with stakeholders. Capstone will ensure timely responses and follow up activities are completed with everyone who has filled out a feedback form and requested additional consultation, and all communication will be captured in the consultation log.

#### 7.6 Newspaper Advertisements

Capstone has identified the Prairie Post and the Brooks Bulletin as two primary media outlets that will be used to notify interested stakeholders in the area of public open house events. The Prairie Post is published weekly on Thursdays with a distribution of approximately 17,000 readers in southeast Alberta. The Brooks Bulletin is published weekly on Tuesdays with a distribution of approximately 3,000 readers in the communities of Brooks and the County of Newell

#### 7.7 Community Bulletin Boards

Through consultation with local residents, Capstone has identified two local bulletin boards for posting its project notices; this includes the Jenner general store and Jenner Canada Post office.

## 8) Timeline of Engagement Activities

The following table summarizes the engagement and consultation timelines leading up to and through the AUC approval process. The schedule is subject to change, in which case we will provide updated information to stakeholders.

Estimated Time Frame	Description
<b>March/April 2019</b>	Initial introductory package introducing Capstone and Sawridge as the proponent for the projects
<b>April-May 2019</b>	One-on-one phone calls and follow ups. Initial questions or concerns gathered and addressed
<b>June 2019</b>	First Open House – presentation of preliminary layouts for the projects
<b>July 2019</b>	Updated information package providing detailed layout information and further responses to FAQs
<b>August 2019</b>	Tentative timeframe for second Open House (if necessary), or information package – Updated final layouts for the projects
<b>September 2019</b>	Filing of AUC application for the project including the PIP Summary
<b>September 2019</b>	AUC Notification mailout to all stakeholders notifying them of AUC filing of the project
<b>Fall 2019</b>	Open consultation with stakeholders remains on-going if issues remain unresolved
<b>Fall 2019</b>	AUC Information Request process – some notifications or updates with stakeholders may be necessary
<b>Spring 2020</b>	AUC approval for the projects
<b>Spring/Summer 2020</b>	Notification to stakeholders of construction activities
<b>Fall 2020</b>	Completion of the projects and commencement of commercial operation

## 9) Summary

As a proven industry leading project developer, Capstone is committed to deploying industry best practice for public consultation and engagement throughout the lifecycle of the Buffalo Atlee projects. Capstone's approach to outreach is grounded in its belief that those affected by its business have a right to be informed about activities, participate in decision making through transparent processes and be involved in addressing issues and opportunities that affect them.

This SEP provides a framework that defines how Capstone will drive the consultation and community engagement process, and is intended to be a dynamic document that may be updated from time to time, as needed, as feedback is gathered throughout the consultation process.

Capstone is proud to be a contributing member of the community and will continue to build trust and demonstrate integrity as a result of its frequent, open and honest communication. Capstone will demonstrate a diligent approach to addressing stakeholders' concerns and finding solutions and providing mitigation strategies that incorporate community feedback into project planning and project design where applicable.