

**Community Liaison Committee
Meeting Record**

Meeting Date: October 29, 2019

BWXT: Natalie Cutler, Director, Communications & Government Relations
Dave Snopek, Director, EHS & Regulatory Affairs
Ted Richardson, Director, Fuel Operations
Ashwin Jadav, Production Manager

CLC Members: N. Martin-Burtart, M. Smith, D. McNee, C. McCoy

Absent: J. Wickenden

ACTION ITEMS

| Action Items | | |
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| Action Item | Responsible | Status / Notes |
| 1. Review option to have someone from medical isotope division be a guest speaker at upcoming meeting | N. Cutler | Aiming for Q1 2020 |
| 2. Send committee process for intervening at public hearing next March | N. Cutler | Complete |
| 3. Send media clippings since last meeting | N. Cutler | Complete |
| 4. Send calendar invite for next meeting. | N. Cutler | Complete |

DISCUSSION NOTES

The meeting began with a safety overview and information on emergency exits, followed by a roundtable of introductions and overview of the agenda.

Following this, Natalie Cutler provided an update on BWXT NEC’s Class 1B Fuel Facility Operating Licence renewal process, including information about the public hearing location and dates, which is now Peterborough’s Holiday Inn on March 4-5, 2020 with videoconferencing available from Havilland Hall, Holiday Inn Toronto Yorkdale. Natalie shared the process for the public to intervene at the hearings with the deadline being January 27, 2020.

Natalie reviewed the new BWXT NEC Licence Renewal Briefing Guide with the committee and handed out copies to members with caveat that it was printed before the hearing location was changed from Toronto to Peterborough and the dates changed from March 3-6, 2020 to March 4-5, 2020 (with March 6th being available as an extra day if needed). Natalie explained that the updated version of the guide is available electronically on our website and we will be “sticker” the printed books to include the updated public hearing location/dates.

Natalie reviewed the outcome of BWXT NEC's Public Information Night held on October 22nd at the Wallace Emerson Community Centre which was promoted via postcard mailers, newsletters, social media channels, our website and fence banner to the surrounding community. While we did not have a large turnout, we received and responded to questions from those who came by and interest from one community member in joining our CLC.

Natalie then shared details about the Peterborough Information night, held at the Evinrude Centre on October 8, 2020. Natalie shared that we had a larger attendance than Toronto's and received several questions and concerns, which we were happy to address in person. Media was at the event and posted a story that same evening. Natalie told the committee that she would send it and other relevant media clippings to the group following the meeting.

Natalie shared with the committee the fact that we have begun to send out our call for new CLC members via development of a postcard mailer, updated page on our website and note in our newsletter – also in development. We had interest from neighbours who attended our summer BBQ and information night, and hope to receive additional applications by the deadline, which is December 13, 2020.

Natalie requested whether the committee members were privy to any questions or concerns in the community since issuing communications about relicensing process since November 2018. The committee shared that they have not heard much, but encouraged BWXT to maintain our outreach to ensure those interested have the information they need, which we have in our plan.

Dave Snopek shared the process for our Regulatory Oversight Review (ROR) meeting held at the end of every year to review Annual Compliance Reports of licensees with similar licenses to BWXT's (Class 1B Fuel Facility Operating Licence) by the Canadian Nuclear Safety Commission. Dave shared that this meeting is broadcast live via webcast and will be held in Ottawa on December 11 and 12, 2019. Dave shared that the deadline for interventions for the meeting was November 12, 2019.

Corina suggested one of our next guest speakers be from the BWXT medical isotope division, which Natalie will work on to secure for the new year.

Natalie shared that we are close to completing our last newsletter of the year and will be mailing copies to the surrounding community shortly and posting a copy to our website.

We wrapped-up by agreeing on a final meeting date for the year and Natalie agreed to email a calendar invite to the committee.