

FortisBC Inc. (FBC) Electricity Resource Planning Advisory Group (RPAG)

Terms of Reference (ToR)

1 INTRODUCTION

The next filing for FBC's Long Term Electric Resource Plan (LTERP) is June 30, 2016. The RPAG will include strategic stakeholders from municipalities, government, First Nations, customers, associations and organizations in the development of the LTERP. The RPAG is a group of contributors that will provide key insights, necessary comment and valuable feedback to FBC in the development of the 2016 LTERP.

The RPAG ToR states the goals and expectations for both FBC and the stakeholders within the context of the *Utilities Commission Act (UCA)* and the *Clean Energy Act (CEA)*; it also provides the expected outcomes and timelines to achieve a more robust and insightful LTERP.

2 PURPOSE AND OBJECTIVES

The RPAG is intended to provide feedback and direction from a diverse group of stakeholders to FBC in developing the LTERP. The desired result is a more informed LTERP that includes consideration of the interests of stakeholders. Consensus is not a requirement of the RPAG but FBC will attempt to build common understanding and views of the RPAG members. FBC will strive to create an environment of trust among RPAG members built on mutual respect, freedom of opinion and equal opportunity to participate.

3 STAKEHOLDERS

The RPAG will consist of members with interest and experience in the LTERP process and significant industry knowledge. These stakeholders are chosen based on one or more of the following criteria:

- They have attended FBC's previous resource planning workshops or participated in the review of previous resource plans.
- They or the organizations they represent have key industry knowledge.
- They are instrumental in guiding energy and emissions policy in BC.
- They have experience and previous involvement in the British Columbia Utilities Commission (BCUC) regulatory process.
- They are key decision makers regarding energy usage and/or GHG emissions in their communities or organizations.

4 SCOPE

The RPAG may be asked to understand, review and comment on any aspect of the LTERP which generally includes:

- The energy planning environment that sets the context for the LTERP.
- The regulatory context for integrated resource planning in BC such as energy pricing, energy policy and social perspectives.
- Market trends and customer and energy demand forecasting.
- Future customer demand scenarios.
- Energy efficiency and conservation potential and scenarios.

- Resource options and considerations and portfolio analysis.
- Infrastructure and system sustainment issues.
- Technology trends and potential new service initiatives.
- Impacts of trends, services and scenario outcomes on customers and other stakeholders.

FBC may also take time to provide information to the RPAG on near term initiatives, activities and issues, and will provide an opportunity for feedback on such topics.

It is FBC's intention that RPAG members provide valuable insights and feedback that will inform the LTERP. FBC does not intend participation in the RPAG to represent explicit approval or support from individual members with respect to specific initiatives or plans that may be included in the LTERP. We recognize and advise RPAG members that a formal regulatory process follows the submission of the LTERP to the BCUC, and that stakeholder positions on any integrated resource planning issue may be formally conveyed without prejudice during the RPAG workshop and review process.

The LTERP is developed in the context of the *UCA*, the *CEA*, and the *BCUC Resource Planning Guidelines*. The relevant sections of the *UCA* and the *CEA* and the *BCUC Resource Planning Guidelines* are included as Appendices A, B and C, respectively.

FBC must also adhere to any directives and orders from the BCUC that may be included in its decisions on the previous long term resource plan or any other submissions or applications that impact the LTERP.

5 GUESTS

Guest speakers may be invited from time to time to discuss their fields of expertise as it pertains to the industry. Guest attendees are also welcome, with sufficient notice to FBC.

6 EXPENSES

FBC will reimburse reasonable expenses up to a limit of CAD\$500 (e.g. travel and lodging) for RPAG stakeholders from outside of the Lower Mainland to attend workshops. Anything above CAD\$500 will be reviewed on a case by case and exception basis. RPAG members will be reimbursed for expenses incurred to attend a meeting or workshop once valid receipts are submitted to FBC, subject to the above limit.

7 RESPONSIBILITIES

The responsibilities of the RPAG members and FBC are provided below. The member list is provided in Appendix D.

EXPERNAL MEMBERS

- Provide feedback and advice.
- Raise issues and suggest solutions.
- Bring forth ideas beneficial to all.
- Keep topics within the scope of the LTERP.
- Attend workshops as confirmed or to send an alternate (on an occasional basis only).

FBC

- Host meetings.
- Facilitate meetings and lead discussions.
- Provide agendas, topics and relevant background material.
- Record and circulate meeting notes.
- Record and consider suggestions and stakeholder input.
- Provide planning updates and manage communications.

8 WORKSHOPS

The meetings will take place in Vancouver. These workshops will be one day and will occur in the spring and fall, starting in fall 2014 and ending in spring 2016. Other meetings may be requested by FBC if needed to obtain RPAG feedback on more pressing issues. Meeting invitations will provide details of the location and topics. Meeting notes and presentations will be made available after each workshop. These workshops will provide a forum for discussing topics like the following:

- LTERP process, inputs and analytical results.
- The energy planning environment.
- Forecasting methodologies and results.
- Energy efficiency and conservation potential and forecasts.
- Supply-side resource options and considerations.
- Portfolio analysis.
- LTERP recommendations and action plan.

FBC recognizes that RPAG member time is valuable and that meetings should be conducted to maximize group feedback. Therefore, FBC will endeavor to provide pre-meeting materials for review prior to meeting dates. FBC may also solicit feedback from the RPAG in other forms, including electronic communication methods.

9 AGENDAS

FBC will be responsible for providing the topics of discussions and can change these at its discretion. Agenda topics will also comprise items FBC deems required as well as suggestions from RPAG stakeholders.

10 ATTENDANCE

Attendance is not mandatory, but is strongly encouraged and highly valued. If you cannot make it, an appropriate alternate can attend as an occasional substitute. Conference calling will be made available for those not able to attend or send an alternate.

11 EVALUATIONS

An evaluation document will be circulated periodically to collect valuable and necessary feedback. This information will be used to strengthen and enhance future workshops and correspondence. Feedback may also be submitted at anytime to the contact below.

12 CONTACT

The FBC primary contact for the development of the LTERP and establishing the RPAG workshops is:

Mike Hopkins

Senior Manager, Price Risk & Resource Planning

Phone 604-592-7842

Email mike.hopkins@fortisbc.com

Workshop materials, such as presentations, meeting notes, resource planning guidelines and other relevant information will be made available on the FBC website:

www.fortisbc.com/electricityplanning