

## Message

**From:** Pam Hogg [phogg@collus.com]  
**Sent:** 5/28/2015 12:41:52 PM  
**To:** John Brown [jbrown@collingwood.ca]; Sara Almas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cf2a703603534ea28db6a212e1758d12-Sara Almas]  
**CC:** Ed Houghton [ehoughton@collus.com]; Brian Bentz [brian.bentz@alectra.com]; Dan Horchik [danhorchik@rogers.com]; Dave Garner [jdgarner@me.com]; David Garner [dgarner@colluspowerstream.ca]; McFadden, David [David.McFadden@gowlingwlg.com]; David McFadden [dmcfadden@colluspowerstream.ca]; Jeff Lehman [jlehman@barrie.ca]; Sandra Cooper [scooper@collingwood.ca]  
**Subject:** FW: Towns records related to the sale of shares to Powerstream.  
**Attachments:** Collingwood Utility Services Review of Options Final.pptx; Strategic Partnership Update to Council.pptx; Public Info Centre for Partnership.pptx; Strategic Partnership Update to Council Dec 5 V2.pptx; Collus Power Corp and Collus Solutions Minutes Dec 2 2011.pdf

John,

Ed has forwarded your email to me to respond. Please note that our Chair, David McFadden has confirmed the contents for accuracy.

We have once again gone through our files and believe that we have provided all of the information that you have requested. You have specifically asked about "advice and decisions made by the steering committee relating to the establishment of the specific number of shares which was decided should be sold at 50%". KPMG recommended a sale of shares up to 50%, and Council then initiated the process of selling up to 50% to an appropriate investor.

The other question you ask is about the Steering Committee minutes. On more than one of the presentations provided to you is a list of the Key Events. I will provide further explanation to pertinent key dates;

Key Date	Description of Meeting	Further Note
June 27, 2011	Met with Council & received approval to investigate Strategic Partnership	We have provided you with the PowerPoint presentation made to Council on the 27 <sup>th</sup> . (attached once again for convenience.) As well, I'm sure that Council Minutes should reflect any discussion at this meeting.
August 3, 2011	First Meeting with Strategic Partnership Task Team	Meeting was held to review process. Minutes have been provided to you.
August 29, 2011	Second Meeting with Strategic Partnership Task Team	Meeting was held to review process. Minutes have been provided to you.
Sept 28, 2011	Third Meeting of Strategic Partnership Task Team	This meeting followed the interviews of the four potential partners. The Task Team Meeting was held to discuss the pertinent information from the interviews which was commercially sensitive, therefore no minutes were taken.
October 3, 2011	Provide Council with Update	Presentation has been provided to you (attached once again for convenience.)
November 16, 2011	RFP's returned	It is important to note that the RFP's were returned in two envelopes. Envelope one contained their proposals and envelope two contained the financial information. The Task Team reviewed and made their comments on the proposals in envelope one prior to envelope two being opened and reviewed by KPMG.
November 17,	Provide Council with Update and issue	Verbal Update.

2011	News Release	
November 22, 2011	Public Information Session	Presentation has been provided to you (attached once again for convenience.)
November 23, 2011	Fourth Meeting of Strategic Partnership Task Team	Task Team met in-camera to provide their individual ratings and opinions for each of the potential partners. No minutes were taken as the meeting was in-camera and each member provided their confidential rankings of commercially sensitive information.
November 28, 2011	Fifth Meeting of Strategic Partnership Task Team	This meeting was called in-camera to open envelope two after the proposal reviews had been ranked by the Task Team. The financial portion envelope two was immediately handed over to KPMG for their review and ranking. No minutes were taken as the meeting was in-camera due to the commercially sensitive information.
December 2, 2011	Meeting with Collingwood Utility Services, Collus Power Board and Strategic Partnership Task Team to propose a recommendation to Council.	Attached to this email are the minutes of the Board Meeting.
December 5, 2011	Meeting with Council to Update Council on the findings of the SPTT	Presentation has been provided to you. (attached once again for convenience) Council minutes should reflect any discussion at this meeting.

**Pam**

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Pamela Hogg, CHRL  
Executive Assistant to the President & CEO,  
Manager, Human Resources and Board Secretary

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**Mr. Ed Houghton, President & CEO, Collus PowerStream Corp.**



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**From:** John Brown  
**Sent:** May-26-15 11:09 AM  
**To:** Ed Houghton  
**Subject:** Towns records related to the sale of shares to Powerstream.

Ed,

Thank you for forwarding copies of various documents related to the above.

Is this the complete list of all documentation as I do not see notes of the steering committee meetings ?

One critical element is missing from the material you have provided which is fundamental within the methodology followed. That element is the discussions , advice and decisions made by the steering committee relating to the establishment of the specific number of shares which was decided should be sold at 50% . I understand that advice in this regard was provided by the Toronto office of KPMG.

Can you please forward the Towns material prepared by KPMG which assisted the steering committee decide on this most important matter.

Thanks,

John.