

GUIDELINES

for

Environmental Preview Report

for the

Conception Bay South Drill Mud Processing Facility

Honourable Derrick Bragg

Minister

Department of Municipal Affairs and Environment

July 2020

ENVIRONMENTAL PREVIEW REPORT GUIDELINES

The following guidelines are intended to assist the proponent, Envirosol Limited, with the preparation of the Environmental Preview Report (EPR) for the proposed Conception Bay South Drill Mud Processing Facility. The EPR is a report that presents the results of an investigation based on readily available information that supplements the information already provided by the proponent upon registration of the undertaking. The purpose of the information in the EPR is to assist the Minister of Municipal Affairs and Environment in making a determination as to the potential for significant environmental effects from the proposed undertaking and whether an Environmental Impact Statement (EIS) will be required. The EPR is expected to be as concise as possible while presenting the comprehensive information necessary to make an informed decision.

The EPR should include and update the information provided in the original registration document(s) and focus on the information gaps identified during the government and public review of the registration. The EPR should address the information gaps in sufficient detail to enable the Minister of Municipal Affairs and Environment to make an informed decision as to the potential for significant environmental effect from the undertaking.

For clarity and ease of reference, the EPR shall include a Table of Concordance that cross references the EPR guidelines so that points raised in the guidelines are easily located in the EPR.

The contents of the EPR shall be organized according to the following format:

1. NAME OF UNDERTAKING:

The undertaking has been assigned the Name “Conception Bay South Drill Mud Processing Facility.”

2. PROPONENT:

Name the proponent and the corporate body, if any, and state the mailing and e-mail address.

Name the chief executive officer if a corporate body, and telephone number, fax number and e-mail address.

Name the principal contact person for purposes of environmental assessment and state the official title, telephone number, fax number and e-mail address.

3. THE UNDERTAKING:

State the nature of the project.

State the purpose/rationale/need for the project. If the proposal is in response to an established need, this shall be clearly stated. Identify needs that are immediate as well as potential future needs.

The rationale shall also include, but not be limited to:

- a) General description of the volumes of drilling mud required by provincial offshore oil exploration activity and the availability of waste drilling mud to the proposed facility. This description should account for estimates of the volume of waste drill mud already being handled/treated by other companies, as well as volumes which may be NORM (Naturally Occurring Radioactive Materials) contaminated and, therefore, unavailable to the proposed facility.
- b) Rationale for the relocation of this facility from Nova Scotia.
- c) The need for the pelletizing plant and the requirement of pellet products by industry. This should include supporting details such as the potential markets for this type of fuel, the annual volume required and how the undertaking will contribute to fulfilling market demand.

4. DESCRIPTION OF THE UNDERTAKING:

Provide complete information concerning the preferred choice of location, design, construction standards, maintenance standards, etc.

4.1 Geographical Location/Physical Components/Existing Environment:

Provide an accurate description of the proposed site, access road, facilities and equipment, including GPS location coordinates. Attach an original base map (1:25,000 scale) and/or recent air photos/aerial imagery.

- a) This description shall also include the distance of the facility's components (including tanks and storm water retention ponds) from each residence and associated potable water wells located on Henry's Place and Delta Place, the distance to the nearest residence across the Conception Bay South Bypass Highway and to other businesses within the Industrial Park.

Provide information regarding ownership and/or zoning of the land upon which the project is to be located and any restrictions imposed by that ownership or zoning, including municipal ownership/zoning, Crown, and private land. This information shall also include:

- b) A description of how the project is compatible with the General Industry classification within the Commercial/Light Industry Zone of the Town of Conception Bay South.
- c) A description of how the proposed facility meets the setback distances for the “Commercial/Light Industry Zone including maximum height and any required discretionary allowances for increase in maximum height.

4.2 Construction:

State the time period in which proposed construction will proceed (if staged, list each stage and its approximate duration) and proposed date of first physical construction-related activity.

The details, materials, methods, schedule, and location of all planned construction activities must be presented.

4.3 Operation and Maintenance:

All aspects of the operation and maintenance of the proposed development shall be presented in detail, and may be supported with data obtained from the operation of the facility in Nova Scotia. Operation and maintenance descriptions shall include but not be limited to the following:

- a) The registration document states: It is anticipated that the vast majority of projects involving Envirosoil’s VAR Unit will be associated with the treatment of used drilling muds...” Describe the other projects that may be treated using the VAR unit.
- b) Description/analysis and composition of recovered solids/sludge.
- c) Description of handling/storage of solids/sludges after the synthetic drilling fluid has been recovered and prior to transport to treatment/disposal facilities or processing in the pelletizing plant.
- d) Detailed qualitative and quantitative descriptions of the pelletizing plant system and pellet manufacturing process, including the identification of all waste streams such as heat, emissions and effluent and how these wastes will be managed. For any given volume of used drill mud received and processed, describe the expected quantities of pellets, wastes, and any other by-products produced.
- e) Description of the dust collection system of the pelletizing plant and the potential for combustibility and risk of explosion.

- f) Description of the final pellet product, including the process for tailoring pellets for specific industries and monitoring of final pellet quality. Clarify if the pelletizing plant was part of the Nova Scotia operation and if so, provide typical data/analysis of pellet composition.
- g) Description of the fully contained pellet storage area/infrastructure.
- h) Detailed description of the sampling schedule and sample analysis used for monitoring of surface water runoff prior to discharge from the Oil/Water separator.
- i) The registration document states “all process water will be collected, stored, tested and/or treated prior to being discharged to the local storm water system.” The EPR shall provide a detailed description of the sampling schedule, process and analysis used for monitoring of process water and describe/clarify the treatment process prior to discharge into the storm water system. Process water data/analysis from the Nova Scotia operation may also be presented.
- j) Description of the capacity of the storm water retention pond, and its ability to contain surface runoff and process water during normal operations and in combination with extreme precipitation events.
- k) Description of the design, use and efficacy of Jersey barricade dike walls for controlling spills or seepage of bulk fuels (propane or liquid fuel).
- l) Identify any industrial use of water from the Town of Conception Bay South water supply and indicate the approximate volumes.
- m) Confirm that facilities capable of handling solids/sludges have the capacity to handle the volume of solids/sludges produced by the proposed facility prior to operation of the pelletizing plant and have agreed to accept this material in the volumes anticipated pending acceptable sampling results.
- n) The registration document states that the system will treat 5,000-10,000 tonnes/year and indicates an anticipated average of 3-4 daily deliveries of waste drilling mud. Prior to the installation of the pelletizing plant, solids/sludges will be transported to facilities for treatment/disposal. Once the plant is operational, pellets will be shipped to end users. Provide an estimate of traffic volumes to and from the industrial park due to facility operation, which includes the maximum number of daily deliveries that can be accommodated along with the number of shipments for treatment/disposal or delivery of pellets.
- o) Include a site specific Environmental Management Plan in the body of the EPR or as an Appendix.

5. ALTERNATIVES

Alternative means of carrying out the project to meet the stated purpose and rationale must be provided.

The EPR must identify, describe and evaluate alternative means and locations of carrying out the project, including those alternatives which cost more to build and/or operate but which cause less harmful environmental effects.

The following steps for addressing alternative means and locations are recommended:

- Identify any alternative means and locations to carry out the Project;
- Identify the environmental effects of each alternative means and location;
- Identify the **preferred** means and location and provide rationale for selection; and,
- Provide reasons for the rejection of alternative means and sites.

Include information from previous project related studies describing alternate locations that were considered, including the expansion of existing sites, reasons for rejection, and reasons supporting the proposed site as the preferred location.

Alternative locations should be clearly outlined on maps of a suitable scale (i.e. 1:50,000, 1:25,000) and aerial imagery.

- A discussion of alternatives should include:
 - a) Consideration for sites within the Town of CBS that are zoned to explicitly accommodate general industry as a permitted use, such as the Industrial General Zone.

6. POTENTIAL ENVIRONMENTAL EFFECTS and MITIGATION:

Provide detailed information regarding the potential effects of the project on the environment and the proposed mitigation to be used to avoid adverse environmental effects.

- Potential environmental effects associated with the construction and operation of a drill mud processing facility may include, but are not limited to, the following:
 - a) Impact on the health of potentially sensitive human receptors immediately adjacent to and near the project boundary. The EPR shall:
 - i. Identify all receptors in proximity to the facility that may potentially be impacted by the proposed project.
 - ii. Describe all atmospheric emissions from the Vacuum Distillation Unit and Pelletizing Plant during operation; include any particulate emissions generated from material handling.
 - iii. Describe the specific engineered measures that will mitigate

the propagation of odours from the facility during operation and demonstrate that these odours will not impact neighbouring industrial and residential properties.

- iv. Describe measured or modelled noise levels at the nearest receptors due to operation of the facility during regular business hours and evening/nighttime hours. Discuss mitigation measures to reduce noise impacts and compliance with the Town of Conception Bay South Noise and Nuisance Regulations.
 - v. Provide baseline measurement of water quality from domestic drinking water wells from residents located on Henry's Place and Delta Place, Conception Bay South.
 - vi. Provide confirmation that naturally occurring radioactive material (NORM) will not be accepted at the facility.
 - vii. Describe the mechanism and/or process for receiving and addressing public complaints regarding issues with construction and operation of the facility, including noise and odours. This process shall include expected response times to complaints and methods for resolution.
- b) Handling /storing substances, which may pose an acute hazard to the environment or to human health. The EPR shall provide a list of any substances handled/stored at the proposed facility listed on Schedule 1 of the [*Environmental Emergency Regulations, 2019*](#), and that have reporting requirements based on concentration, total amount or quantity of the single largest container system.
- c) Impact of potential hydrocarbon spills on surface and groundwater resources. The EPR shall:
- i. include the results of a baseline hydrogeological study of the site, including depth to groundwater, groundwater quality and direction of flow with respect to nearby residences and Manuels River. This may require the installation of groundwater monitoring wells. Please contact the Water Resource Management Division at 729-1671 for advice on well locations.
 - ii. The proponent is required to enter into a Memorandum of Understanding with the Water Resources Management Division of the Department of Municipal Affairs and Environment for the installation in or near Manuels River of a real-time water quality/quantity network as determined after further consultation. The proponent is to bear all costs associated with the monitoring network and must install the required network prior to construction and operation of the Drill Mud facility.

- d) Impact of erosion and sedimentation. The EPR shall include a detailed Erosion and Sediment Control Plan.
 - e) Traffic impacts. Describe the effects of increased traffic on local roads and highways due to construction/operation of the facility; as well as any impediments to, and mitigations for, ensuring access to residential areas.
 - f) Accidental spills/environmental emergencies. The EPR shall include an Emergency Response and Contingency Plan that fully describes planning for, and response to, spill events and environmental emergencies and shall include but not be limited to:
 - i. the role of employees in response to an incident;
 - ii. notification and alerting procedures (internal and external procedures) including provincial and municipal contacts (telephone numbers);
 - iii. responsibilities of the on-site commander;
 - iv. spill control and clean up procedures;
 - v. restoration of any spill site;
 - vi. information on the disposal of residual material and contaminants;
 - vii. resource inventory: equipment, manpower, consultants, treating agents, expertise, contacts, emergency information systems;
 - viii. consideration for access to, or evacuation from, the residential areas of Henry's Place and Delta Place, should an accident at the facility or during transport of material occur.
- Liability
 - f) The EPR shall acknowledge that, if approved and as part of the requirements for a Certificate of Approval for the construction/operation of a waste management system, a Surety Bond deposit of funds or irrevocable letter of credit must be supplied to satisfy section 84 of the [Environmental Protection Act](#). In addition, proof of environmental liability impairment insurance in the amount of at least \$1.0 million dollars must be provided.

7. DECOMMISSIONING and REHABILITATION:

Describe all aspects of the Decommissioning and Rehabilitation plan for the project, assuming the eventual need to eliminate the entire project footprint from the landscape and return the site to its original condition at the end of operations.

This plan, which is also part of the Certificate of Approval process, should include long term monitoring of the site and reference financial assurances where necessary.

8. PROJECT- RELATED DOCUMENTS:

Provide a bibliography of all project-related documents already generated by or for the proponent (e.g., feasibility study, engineering reports, etc).

Reports, studies, monitoring results or other information obtained from operation of the facility in Bedford, Nova Scotia may be used to support the EPR.

9. PUBLIC INFORMATION MEETING:

A Public Information Session will be required in order to:

- a) provide information concerning the undertaking to the people or other stakeholders whose environment may be affected by the undertaking;
- b) record and respond to the concerns of the local community regarding the environmental effects of the undertaking;
- c) present the information gathered to fulfill the requirements of Section 5 of these guidelines.

The Public Information session must adhere to all restrictions to mitigate the impacts of COVID-19 that are in place at the time of the session. Information sessions may be conducted by virtual means through a live streaming, video conferencing or teleconferencing process, such as Facebook Live, Zoom, Microsoft Teams, Skype, Webex and Go To Meeting, provided that the public has an opportunity to ask questions about the project and those questions are immediately addressed where possible, and are addressed in the EPR.

You are required to notify the Minister and the public of the scheduled meeting **not fewer than 7 days** before that meeting.

Public concerns shall be addressed in a separate section of the EPR.

Protocol for these public sessions will comply with Section 10 of the Environmental Assessment Regulations, 2003. Public notification specifications are outlined in Appendix A.

10. APPROVAL OF THE UNDERTAKING:

List the main permits, licences, approvals, and other forms of authorization required for the undertaking, together with the names of the authorities responsible for issuing them (e.g., federal government department, provincial government department, municipal council, etc.)

The required 5 copies of the EPR, and an electronic version for posting to the Environmental Assessment website, should be sent together with a covering letter to:

Minister
Municipal Affairs and Environment
P.O. Box 8700
St. John's NL A1B 4J6

APPENDIX A

Public Notices

Under the provisions of the Environmental Assessment Regulations 2003, Section 10, and where the approved Guidelines require a public information session(s), the following specified public notification requirements must be met by the proponent prior to each meeting:

PUBLIC NOTICE

Public Information Session on the Proposed

Name of undertaking
Location of undertaking

shall be held at
Date and Time
Location

This session shall be conducted by the Proponent,
Proponent name and contact phone number,
as part of the environmental assessment for this Project.

The purpose of this session is to describe all aspects of the proposed Project, to describe the activities associated with it, and to provide an opportunity for all interested persons to request information or state their concerns.

ALL ARE WELCOME

MINIMUM INFORMATION CONTENT OF PUBLIC ADVERTISEMENT

- Minimum newspaper ad size: 2 column widths. Minimum posted ad size: 7" x 5"
- Minimum newspaper ad coverage: Weekend preceding meeting and 3 consecutive days prior to meeting date; to be run in newspaper locally distributed within meeting area or newspaper with closest local distribution area.
- Minimum posted ad coverage: Local Town or City Hall or Office/website, and local Post Office within town or city where meeting is held, to be posted continually for 1 full week prior to meeting date.