

GUIDELINES

for

Environmental Preview Report

for the

Stephenville Range Complex

Honourable Derrick Bragg

Minister

Department of Municipal Affairs and Environment

August 13, 2020

ENVIRONMENTAL PREVIEW REPORT GUIDELINES

The following guidelines are intended to assist the proponent, the Town of Stephenville, with the preparation of the Environmental Preview Report (EPR) for the proposed Stephenville Range Complex. 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 significance of the environmental effects of 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 shall include and update the information provided in the original registration and focus on the information gaps identified during the government and public review of the registration. The EPR shall 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 “Stephenville Range Complex”.

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, and e-mail address.

Name the principal contact person for purposes of environmental assessment and state the official title, telephone 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 should be clearly stated. Identify needs that are immediate as well as potential future needs.

The purpose/rationale/need for the project shall include, but not be limited to:

- current scientific and governance literature including industry standards.
- a description of how the project conforms to the Discretionary Use classification within the Rural Zone of the Town of Stephenville Development Regulations and to the Wellhead Protected Water Supply Area - Kippens zone.

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 (i.e. 1:25,000 scale) and/or recent air photos.

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.

Provide mapping and information on any waterbodies in the vicinity of the proposed site, delineated drainage areas and any discharge points to land or water.

The EPR should acknowledge and use the following definitions as defined in the Water Resources Act, 2002, for:

- water body - section 2(1) (d) *"body of water" means a surface or subterranean source of fresh or salt water within the jurisdiction of the province, whether that source usually contains liquid or frozen water or not, and includes water above the bed of the sea that is within the jurisdiction of the province, a river, stream, brook, creek, watercourse, lake, pond, spring, lagoon, ravine, gully, canal, wetland and other flowing or standing water and the land occupied by that body of water;* and,

- wetland - section 2(1)(cc) "*wetland*" means land that has the water table at, near or above the land surface and includes bogs, fens, marshes, swamps and other shallow open water areas.

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 shall be presented, including, but not limited to:

- a) involvement of experienced designers, builders and project managers in the design and construction;
- b) buildings, shooting range structures, fencing, parking and training areas;
- c) bullet catcher technology and reactive barrier design and construction;
- d) road construction and maintenance;
- e) infrastructure for handling, storage and disposal of waste and hazardous waste, including lead waste, and waste generated from construction, and land clearing;
- f) land clearing and any infilling within 15 metres of a body of water;
- g) a new monitoring well network to be designed and constructed in consultation with the Water Resources Management Division of the Department of Municipal Affairs and Environment;
- h) specific locations and dimensions of any boardwalk, gravel or stone infilling, bridges or culverts include precise GPS coordinates and a map to identify the full extent of construction;
- i) facility and project design descriptions should also include:
 - how the designs account for seasonal changes in water level, as well as increased precipitation and more frequent extreme weather events due to climate change; and,
 - mitigations to prevent or minimize erosion and contain sediments.

4.3 Operation and Maintenance:

All aspects of the operation and maintenance of the proposed development shall be presented in detail, including illustrations where applicable, and shall include but not be limited to a description of the following:

- a) water quality testing schedule for the monitoring wells, to be determined in consultation with the Water Resources Management Division;
- b) contingency plan in the event of water quality testing results in exceedance of baseline/regulatory standards;

- c) reporting procedures to be followed in the event of water quality contamination associated with the Stephenville Range Complex;
- d) proposed bullet catcher and reactive barrier, including:
 - i. a site plan outlining the placement of the bullet catchers and reactive barrier; and
 - ii. details on the source of the required material for the bullet catcher system, and storage, handling, and disposal of the glue for repair of the bullet catcher system;
- e) Include the following plans in the body of the EPR or as Appendices:
 - i. Waste Management Plan - is required to address all operations associated with the facility and must include but shall not be limited to a statement of the types and estimated amounts of solid and liquid waste generated per year; (waste types may include domestic solid waste, special waste and Waste Dangerous Goods/Hazardous Waste (WDG/HW)); a description of waste storage, handling, transportation and recycling or disposal methods; and the maximum amount of the wastes expected to be generated at the facility per year; information/details and design diagram are required on management practices associated with lead ammunition and potential soil contamination; and the protocols for sampling and analysis of lead debris waste. The department must review results of analysis prior to disposal. If there are exceedances of Lead (TCLP) this waste may be considered WDG/HW. The plan should incorporate the basic waste management principles of reduce, reuse, recycle, recover and disposal. Some waste categories may be part of industry stewardship programs (paint, electronics and batteries, waste oil and glycol) and every effort shall be made to ensure appropriate recovery.

Appendix B includes a Guidance document for the Best Management Practices for the storage of WDGHW at business sites.

- ii. Environmental Protection Plan (outline to be provided in EPR); and
- iii. Noise Monitoring and Complaints Resolution Plan (HC).

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;
- 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 shall be clearly outlined on maps of a suitable scale (i.e. 1:50,000, 1:25,000) or provided as digital files and maps created in Google Earth.

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.

A description of the potential environmental effects associated with the construction and operation of a gun range complex and proposed mitigations may include, but are not limited to a description of the following:

- a) contaminants of potential concern including lead and other constituents associated with ammunition, explosives and propellants;
- b) proximity of nearby receptors of contaminants, including distance to:
 - residential, recreational, commercial and industrial developments;
 - surface and groundwater; and,
 - protected public water supply areas;
- c) ambient noise levels at nearby receptors;
- d) measures that will be undertaken to prevent exposure of users of the facility to contaminants;
- e) measures that will be undertaken to mitigate the following:
 - accumulation of contaminants on-site;
 - migration of lead and other contaminants into on-site soil, surface and groundwater, and vegetation ;
 - dispersal of lead and other contaminants into the atmosphere; and,
 - migration of lead and other contaminants off site through wind, runoff or physical transport;
- f) prediction of project-related changes in noise levels for each phase of the project (construction, operation and decommissioning) and description of the sound characteristics. The Guidance Document for Evaluating Human Health Impacts in Environment: Noise is included in Appendix B for reference;

- g) identification of people (receptors) who may be affected by the project-related noise and how the project will avoid interference with other land owners/users;
- h) comparison of predicted noise levels to relevant guidelines and/or standards;
- i) identification and discussion of the potential human health impacts associated with predicted changes in noise levels;
- j) consideration of mitigation measures, their implementation, and any residual effects, after the measures are implemented.

Appendix B includes Guidance Documents on Air Quality, Country Foods, Noise, Drinking and Recreational Water Quality and Waste Dangerous Goods/Hazardous Waste (WDG/HW).

7. DECOMMISSIONING and REHABILITATION:

Describe all aspects of the decommissioning and rehabilitation plans for the project, assuming the eventual need to eliminate the entire project footprint from the landscape.

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).

9. PUBLIC INFORMATION MEETING:

A Public Information Session will be required in order to:

- provide information concerning the undertaking to the people or other stakeholders whose environment may be affected by the undertaking;
- record and respond to the concerns of the local community regarding the environmental effects of the undertaking;
- 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, Go To Meeting, and others.

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, and additional measures to notify the public of the information session shall be undertaken, such as the use of twitter and Facebook, notification on the proponent's web site and if permitted, on local community web sites and local community TV channels,

10. APPROVAL OF THE UNDERTAKING:

- a) 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.).
- b) Include a description of any regulatory oversight that may be required.

The required 10 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.
- If daily newspapers are not available, weekend newspaper add may be supplemented with adds on community television channels, Town web site, Facebook, Twitter
- Minimum posted ad coverage: Local Town or City Hall or Office, and local Post Office, within town or city where meeting is held, to be posted continually for 1 full week prior to meeting date.

Appendix B

Best Management Practices for the Storage of Waste Dangerous Goods/Hazardous Waste (WDG/HW) at Business Sites.

The Guidance Document for Evaluating Human Health Impacts in Environment: NOISE

Guidance for Evaluating Human Health Impacts in Environmental Assessment: COUNTRY FOODS

Guidance for Evaluating Human Health Impacts in Environmental Assessment: DRINKING AND RECREATIONAL WATER QUALITY

Guidance for Evaluating Human Health Impacts in Environmental Assessment: AIR QUALITY