

Registration # 1962

# GUIDELINES

for

## Environmental Preview Report

for the

## Glenburnie Drydock

**Honourable Graham Letto**

Minister

Department of Municipal Affairs and Environment

December 2018

## **ENVIRONMENTAL PREVIEW REPORT GUIDELINES**

The following guidelines are intended to assist the proponent, 3 T'S LTD., with the preparation of the Environmental Preview Report (EPR) for the Glenburnie Drydock. 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 whether an Environmental Impact Statement (EIS) will be required for the proposed undertaking. 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 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.

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

### **1. NAME OF UNDERTAKING:**

The undertaking has been assigned the Name "Glenburnie Drydock."

### **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 should be clearly stated. Identify needs that are immediate as well as potential future needs.

Explain the rationale for this project considering dry dock facilities exist in the province (e.g. St. John's, Marystown, Bay Bulls, Botwood, Lewisporte, St. Anthony).

Provide information on anticipated uses of the project, including but not limited to:

- Months that the drydock will be used to complete boat inspections and repairs (e.g. can this work be done during Dec – Feb due to winter conditions, ice freeze-up in Bonne Bay, and high/low tide).
- A description of anticipated types and volume of use of the drydock and any associated infrastructure (e.g. will the site be used to maintain proponent's own fleet, or will it be operated as a commercial drydock available to other private and/or commercial vessels. Will there be any associated onshore storage or repairs of vessels. Will the facility be used as a dock for mooring boats when not in use as a drydock).

#### **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 roads, facilities and equipment, and any secondary supporting facilities and infrastructure (e.g. buildings, onshore boat repair or storage yards, etc.) including GPS location coordinates. Attach an original base map (1:25,000 scale) and/or recent air photos which clearly indicates the boundaries of the project and includes topography, bathymetry, and high and low water lines of the area in question.
- Provide information regarding ownership and/or zoning of the lands and intertidal and sub-tidal marine environment upon which the project is to be located and any restrictions imposed by that ownership or zoning, including municipal ownership/zoning, Crown (provincial and federal), and private land.
- The site is located in the Town of Glenburnie-Birchy Head-Shoal Brook Municipal Planning Area and is designated as a Mixed Development Area. According to the Municipal Plan, the Mixed Development Area is intended to accommodate single and double dwellings and recreational open space. All other uses are identified as discretionary provided that the amenity of established residential uses is protected. The Town's Municipal Plan Appendix A includes site plan evaluation criteria for Council's consideration.

- In accordance with the Glenburnie-Birchy Head-Shoal Brook Development Regulations, the property is zoned Mixed Development. The list of Discretionary Uses allows “all other uses”, giving Council broad discretion for development proposals. Discretionary uses may be permitted, at the discretion of Council, subject to a notification process to consider public input, as outlined in the Town’s Municipal Plan and Development Regulations.
  - The Glenburnie-Birchy Head-Shoal Brook Municipal Plan calls for the amenity of established residential areas to be protected. The site is located near a residential road with existing dwellings. As the drydock is a discretionary use, it must be advertised and Council must consider any public responses prior to making a decision. Issues such as parking, traffic, visual impact, public input and compatibility of the proposal with the existing character of the area should be considered during the development approval process.
- Provide a map showing the location of the development on the shores of South Arm, Bonne Bay and the proximity to Gros Morne National Park and the parks boundaries.

#### **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.
- Attach conceptual drawings showing plan and profile views and/or an artist’s conceptual drawing of the drydock on Glenburnie beach.
- Provide details on impacts on the existing space including the movement of construction equipment to the site (e.g. are existing roads wide enough, built to the standard to support this weight, are power lines high enough, etc.).
- Provide a detailed description of the drydock construction which includes:
  - the excavation method(s);
  - the approximate volumes of excavated materials (i.e. cubic metres);
  - the footprint of beach and ocean floor excavation (i.e. width, depth, length);
  - provide the total project footprint below the high water mark;
  - how, where and when excavated materials will be managed and disposed of;
  - monitoring procedures to ensure that the material is suitable for its destination;

- excavation and drydock dewatering requirements during construction and operation, and monitoring, treatment and disposal methods for this water. Anticipated contaminants in effluent water (e.g. TSS, hydrocarbons, etc.);
  - description of the geophysical conditions of the seabed in the project area (i.e. a geotechnical report) confirming that the underlying material can support the weight of the project (e.g. will it be dredged to bedrock) and/or any necessary mitigations (e.g. construction of footings, infilling with rock, driving pilings, etc.);
  - mitigations to prevent the concrete from becoming undercut by erosion (e.g. use of armor stone); and,
  - description of concrete reinforcement to ensure it can withstand freezing and ice conditions during winter.
- Provide an estimate of the number of employees for construction of the project as well as the expected duration of employment.
    - Describe the number of occupations that will be employed and the nature of their employment (i.e. direct hires, contracted out, existing staff, or some other hiring arrangement).
    - Include the National Occupation Classification (NOC 2016) codes at the 4-digit level associated with each position and the number of positions associated with each NOC code.

### **4.3 Operation and Maintenance:**

All aspects of the operation and maintenance of the proposed development should be presented in detail.

- A detailed description of the ballast wastewater / bilge disposal that identifies:
  - the treatment processes to be employed;
  - where and how the treated water is to be released;
  - how discharges will comply with the Environmental Control Water and Sewer Regulations;
  - the approximate volumes of water to be treated and released;
  - the type of waste that will be captured by the process and the method of disposal; and,
  - measures to prevent introduction of non-native / invasive species into the local marine environment.
- The amount of dredging (frequency, extent) required annually to maintain the drydock.
- Provide an estimate of the number of employees for operation of the project as well as the expected duration of employment.
  - Provide a breakdown of the occupations anticipated.
  - Describe whether or not the occupations will be full-time or part-time (where “full time” is defined as working 30 or more hours a week).

- Include the NOC codes at the 4-digit level associated with each position and the number of positions associated with each NOC code.

## 5. ALTERNATIVES

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

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 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 (e.g. 1:50,000, 1:25,000) that include topography and boundaries.

Identify any alternative means and locations to carry out the project. Other locations may include existing brownfield sites, such as those near Corner Brook.

## 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.

### Environmental

- Describe impacts to onshore, intertidal, and marine environments.
- Describe fish (e.g. marine mammals, crustaceans, shellfish, fish) and fish habitat, as well as aquatic Species at Risk in the project area (e.g. occurrence, distribution). Describe potential impacts of the proposed project on fish and fish habitat and aquatic Species at Risk, and implementation of best practices and mitigation measures to avoid negative effects.
- Describe use of the area by other wildlife including marine mammals, migratory birds, and Species at Risk. Include information on measures to comply with legislation such as the Migratory Bird Convention Act (contact Environment and Climate Change Canada – Canadian Wildlife Service), the

Marine Mammal regulations under the Fisheries Act (contact Department of Fisheries and Oceans Canada), the Newfoundland and Labrador Endangered Species Act (contact Department of Fisheries and Land Resources, Wildlife Division), and the Species at Risk Act (contact Environment and Climate Change Canada – Canadian Wildlife Service and Department of Fisheries and Oceans Canada).

- Description of methods that will be used to prevent erosion and sedimentation from on-land and in-water activities.
- Describe the proposed measures to monitor water quality and ensure that any waste water, effluent, or runoff leaving the site will conform to the requirements of the Environmental Control Water and Sewage Regulations.
- Climate change is expected to result in more precipitation and more frequent extreme weather events that may result in increased flooding, storm surges, and damage to infrastructure. Low-lying areas are at risk from coastal flooding and damage to infrastructure. The proposed location has been identified as a sensitive area and flood prone zone within the Climate Change Adaptation Plan for Glenburnie-Birchy Head-Shoal Brook, Newfoundland and Labrador (2009/2010). Describe how climate change has been considered in the project design and site location.

### Socioeconomic

- Identify how the project will avoid interference with the rights of other legitimate land owners/users during construction and operations.
- Describe the potential impacts (positive and negative) to tourism in the Community of Glenburnie-Birchy Head-Shoal Brook and visitors to Gros Morne National Park including commercial tourism operators in the surrounding enclave communities.
- Describe impacts on viewsapes which may interfere with recreational activities.
- Describe impacts on community / adjacent landowners (e.g. noise, emissions, visual).
- Describe any potential impacts on the Outstanding Universal Values of the Gros Morne National Park World Heritage Site. The Outstanding Universal Values are:
  - Gros Morne National Park, an outstanding wilderness environment of spectacular landlocked, freshwater fjords and glacier-scoured headlands in an ocean setting, is an area of exceptional natural beauty.

- The rocks of Gros Morne National Park collectively present an internationally significant illustration of the process of continental drift along the eastern coast of North America and contribute greatly to the body of knowledge and understanding of plate tectonics and the geological evolution of ancient mountain belts. In glacier-scoured highlands and spectacular fjords, glaciation has made visible the park's many geological features.

**7. DECOMMISSIONING and REHABILITATION:**

Include information on the intended lifespan of the facility.

Describe the decommissioning and rehabilitation plans for the project.

**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:**

An Open House Public Information Session shall be held at a place adjacent to or in the geographical area of the undertaking (i.e. Glenburnie), or as the Minister may determine, in order to:

- a) provide information concerning the undertaking to the people 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.

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 departments, provincial government departments, municipal council, etc.).

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.
- 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.