

*Canaport Community Environmental Liaison Committee*



*Annual Report  
January - December 2009*

During 2009, the Canaport Community Environmental Liaison Committee (CCELC) continued to meet regularly to provide updated information, discuss issues, and to identify potential ways to address or alleviate any concerns related to the development of the Liquefied Natural Gas (LNG) Marine Terminal and Multi-Purpose Pier (Project) in Saint John, New Brunswick.

The liaison committee has grown to include 21 members since it was first formed in 2002 by Irving Oil Limited for the purpose of informing individuals, interest groups, local residents, government, and other stakeholders about the Project and involving them in the public consultation plan. The expansion of the CCELC was required by Condition 12 of the Environmental Impact Assessment (EIA) Approval for the Project. The CCELC has adopted official “Terms of Reference” which reflect the goals and commitments of the committee.

This report provides a summary of CCELC activities from January 2009 to December 2009, as required by the Committee’s Terms of Reference. The CCELC Yearly Report includes the Terms of Reference for the Committee, a list of members, meeting dates, presentations, guest speakers, resources, minutes, summary of construction highlights, and a Table of Action Items.

Additional and supplemental information on the CCELC can be obtained by one of the following means;

- ④ direct contact with one of the CCELC members;
- ④ electronically through the CCELC minutes (refer to page 6); and/or
- ④ by contacting Canaport LNG or Fundy Engineering.

A sincere thank-you on behalf of the committee to all resources including Canaport LNG (Repsol YPF), Irving Oil Limited, Fundy Engineering, the New Brunswick Department of the Environment, Department of Fisheries and Oceans, Environment Canada, the City of Saint John, Tel-Av, and the Red Head United Church for the provision of their staffing and facilities for the preparation of this report and/or conduct of the CCELC monthly meetings.

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*Appendix 1 - Library of Reference Documentation as of December 2009*

## *Terms of Reference 1 of 2*

*The Terms of Reference (TOR) were created by the CCELC members, and were accepted as the official Terms of Reference in June 2005. The TOR describes the mandate of the Committee, the membership of the Committee, resources that may be required and reporting and communication practices.*

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### *Committee Mandate:*

“To provide an equitable forum to share information and provide community input and recommendations regarding effective mitigation and effective monitoring of health and safety, community and environmental effects of the Project.”

### *Committee Membership:*

Membership of the Canaport Community Environmental Liaison Committee is voluntary and will reflect the diversity of local interests in the operation of Irving Canaport. Committee Members will include:

- Residents of the Red Head Area;
- Residents of greater Saint John area;
- Fundy North Fishermen’s Association;
- Saint John Board of Trade;
- Enterprise Saint John;
- ACAP;
- Irving Oil Limited; and
- Saint John Citizens Coalition for Clean Air

Membership may change to maximize the contribution from the community. Prospective members must be brought forth to and approved by the Committee.

### *Meetings:*

The Canaport Community Environmental Liaison Committee will meet on a regular, scheduled basis. Meetings will normally be held once every month, on the second Monday of that month.

Minutes will be prepared for all meetings of the Committee and will be circulated to Committee members one week in advance of the next meeting. Minutes will be reviewed and approved at the start of each meeting of the Committee. Once approved, the minutes will be posted on Canaport LNG and Fundy Engineering and Consulting Ltd. websites.

### *Resources:*

Canaport LNG and Irving Oil representatives will attend meetings of the Committee as necessary to provide information to assist the Committee in fulfilling its mandate.

Representatives as per the EIA agreement and other municipal, provincial and federal government departments may be invited to attend meetings of the Canaport Community Environmental Liaison Committee (as resources), when their attendance would facilitate the understanding and work of the Committee.

Canaport LNG will consider funding requests for other resources to be made available to the Committee to assist the Committee in fulfilling its mandate.

Canaport Community Environmental Liaison Committee members will not be compensated for their time but will be reimbursed for reasonable expenses providing prior approval has been obtained from the Chairmanship for these expenses.

### *Reporting:*

The Canaport Community Environmental Liaison Committee will prepare an annual report of its activities. Copies of the annual report will be provided to Irving Oil Limited, the City of Saint John, Provincial Ministries of Energy, Environment and Local Government, other affected stakeholders and will be made available to Committee members and the public.

### *Communication:*

Members of the Community Environmental Liaison Committee will conduct their communications in a manner that is respectful of individuals and differing points of view.

Members of the Community Liaison Committee are encouraged to communicate information shared and discussed at Committee meetings within the community unless information has been identified as confidential.

The Committee will work towards consensus but dispute resolution will be made by majority vote of the Committee Members present at that time.

## Members

The following is a list of CCELC members who have participated in the Committee throughout the year 2009, their association, and their current member status as of December 2009.

Committee Members	Association	Current Status
Armstrong, Carol	Resident	Active
Armstrong, Stu	Resident	Active
Brown, Alice	Resident	Active
Court, Ivan	Mayor of Saint John	Active
Dalzell, Gordon	SJ Citizens Coalition for Clean Air	Active
Debly, Teresa	Resident	Active
Forsythe, Fraser	Co-Chair (Canaport LNG)	Active
Garnett, Vern	SJ Citizens Coalition for Clean Air	Active
Griffin, Dennis	Resident	Active
Griffin, Glenn	Resident	Active
Hunter, Roger	Resident	Active
Johnston, Jan	Resident	Active
MacKinnon, Claude	ACAP Representative	Active
McNeill, Pam	Resident	Active
Perry, Yvonne	Resident	Active
Melvin, Keith	Enterprise Saint John	Active
Rogers, Kathy	Member	Active
Smith, Elsie	Resident	Active
Thompson, David	Resident	Active
Thompson, David H.	Fundy Baykeeper	Active
Turner, Rick	Saint John Board of Trade	Active

## Meeting Dates

The following are the meetings held throughout the year from January 2009 to December 2009, along with their duration. Traditionally, meetings are held on the second Monday of every month at the Red Head United Church Hall, unless otherwise noted.

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Meeting #	Meeting Date	Meeting Time (PM)
CCELC #47	6-Jan-09	6:00-8:55
CCELC #48	9-Mar-08	6:00-8:30
CCELC #49	14-Apr-09 (bus tour)	6:00-7:30
CCELC #50	4-May-09	6:00-9:15
CCELC #51	8-Jun-09	6:00-9:20
CCELC #52	29-Jun-09	6:00-8:45
CCELC #53	10-Aug-09	6:00-9:00
CCELC #54	8-Sep-09	6:00-7:20
CCELC #55	5-Oct-09	6:00-8:07
CCELC #56	2-Nov-09	6:00-8:15
CCELC #57	14-Dec-09	6:09-9:00

Total Meeting Time: 28 hours and 48 minutes

## *Presentations*

*The following presentations were made to the CCELC from January to December 2009.*

Presentation Title	Presented By	Details of Presentation	Date
Canaport Monobuoy & Subsea Line Reliability Project	Jeff MacDonald, Irving Oil Refinery Environmental Manager	Mr. MacDonald gave a brief presentation on Irving Oil's proposed emergency / maintenance crude oil offloading capabilities at the LNG jetty, including the line location, benefits of an alternative offloading facility, Orimulsion vs Crude Line comparison, and the proposed Project schedule.	6 Jan 2009
Planning for Evacuation in Saint John	Rob Simons, Fire Chief and Murielle Provost, Manager, Emergency Preparedness	Fire Chief Rob Simonds presented an overview of the Saint John emergency evacuation plans with specific details pertaining to the Red Head area. Murielle Provost, Manager of Emergency Preparedness for the SJ EMO, presented further detail about the process of collecting information for the evacuation plan.	29 Jun 2009
Mercaptan	Andrew Langille, Brunswick Pipeline	Mr. Langille gave a presentation on mercaptan, including its properties and characteristics, storage, transportation and handling of mercaptan. The presentation was followed by a question / answer period.	10 Aug 2009
Approval to Operate Monitoring	Fraser Forsythe, CLNG	Fraser Forsythe gave a presentation on the monitoring practices at Canaport LNG associated with the Approval to Operate.	14 Dec 2009
Flare Incident	Fraser Forsythe, CLNG	Fraser Forsythe gave a presentation on the flare incident that occurred on 10 October 2009. The presentation included the sequence of events, why the incident occurred, and photographs of the incident.	14 Dec 2009

## *Minutes*

*Minutes are recorded for each meeting, submitted to members for review, and receive approval at the following CCELC meeting. CCELC minutes are available electronically by visiting the following link:*

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© Canaport LNG: [www.canaportlng.com](http://www.canaportlng.com)

*The following are the different resources that were/are available to the CCELC and include Resource Personnel, Library of Reference Documentation, NBDENV Compliance Officer, Tracking Database and Site Updates.*

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④ **Resource Personnel:**

The following individuals were Resources to the Committee during one or more meetings throughout January to December 2009. These personnel attend meetings to facilitate understanding and the work of the Committee.

<b>Resources</b>	<b>Association</b>
Belliveau, Rob	Brunswick Pipeline
Court, Bruce	City of Saint John
Day, Emilie	NB Department of Environment
Ferrar, Joe	Saint John Police Force
Forsythe, Joel	Fundy Engineering
Harris, Susan	Brunswick Pipeline
Lamb, Brian	Department of Local Government EMO
Langille, Andrew	Brunswick Pipeline
MacDonald, Jeff	Irving Oil Limited
MacQuarrie, Kier	RCMP
Mayes, Chris	Fundy Engineering
Moar, Nancy	SJ Emergency Management Organization
Mott, Joe	City of Saint John
Norton, Erin	Fundy Engineering
O'Brien, Kevin	City of Saint John
Peterson, David	NB Department of Environment
Provost, Murielle	SJ Emergency Management Organization
Scribner, Darrell	Saint John Police Force
Simonds, Rob	Saint John Fire Department
Shannon, Kate	Canaport LNG
Sherrard, Jim	Fluor
Stubbert, John	NB Department of Environment
Van der Veen, Carolyn	Canaport LNG
Waugh, Graham	Fundy Engineering

ⓐ Library of Reference Documentation:

The library of reference documentation is catalogued in tabular format and includes reference material available to the Committee for viewing. The listing of reference documents is updated on a regular basis, and consists of a variety of material including, but not limited to, website references, reports, permits, approvals, public applications, miscellaneous resource materials, videos, etc. The listing of reference material is available at each CCELC meeting upon request. Reference documents are held at the Fundy Engineering office, 27 Wellington Row, Saint John, N.B., where they may be viewed. Refer to Appendix I for the Library of Reference Documentation.

ⓐ Environmental Compliance Officers:

The LNG Project has Environmental Compliance Officers whose duties are to ensure that compliance with permits, and appropriate legislation and commitments made within the Environmental Protection Plan are maintained.

Ms. Emilie Day and Mr. David Peterson have been appointed as the New Brunswick Department of Environment (NBDENV) Compliance Officers whose responsibilities are dedicated to the LNG Project. Thanks to Ms. Day and Mr. Peterson, the Committee is kept up-to-date through verbal Environmental Compliance Status Reports (ECSR). The ECSRs provide information on the status of a variety of environmental applications and approvals, monitoring results, public complaints, and inquiries made to the NBDENV.

Ms. Erin Norton of Fundy Engineering was appointed as the Proponent's Environmental Compliance Officer. Ms. Norton performs a variety of monitoring, provides education and awareness to on site contractors in relation to the environment, and conducts site inspections on a regular basis. Ms. Norton and the NBDENV compliance officers work in close association to ensure the environment is continually protected on a long term and day-to-day basis.

ⓐ Tracking Database:

The Tracking Database is used to track and document compliance with commitments made by Canaport LNG as outlined in the Environmental Impact Statements, along with all other permits and conditions relating to the Project. The Tracking Database is a condition within the Environmental Assessment, and is required to be updated monthly. Currently, the tracking database consists of 943 items. All members of the CCELC were provided usernames and passwords to view the tracking database, via internet access.

④ *Site Updates:*

To ensure committee members were current on construction activities, monthly site updates were provided to members. Refer to the *Summary of Construction Highlights* Section on page 10 to 12 for a month to month summary of construction for the 2009 year.

## *Summary of Construction Highlights 1 of 2*

*The following monthly summary highlights the construction schedule and events that took place each month at the LNG site. Construction updates were provided monthly to the CCELC to ensure committee members were current with the events on site.*

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### **January 2009**

#### 📍 Onshore

- insulating Tank 1, piping in the SVC and BOG areas;
- hydrostatic testing Tank 2;
- installing vapour barrier;
- distributed control system is being installed; and
- work with the utilities has wrapped up.

#### 📍 Offshore

- platform piping installation and on the laser ranging system on the jetty;
- ongoing work with the firewater pumps and the diesel backup; and
- installation and filling of the firewater cushion tank.

### **February 2009**

- 📍 No minutes / construction update provided

### **March 2009**

#### 📍 Onshore

- Canaport LNG staff moved into the new administration building. This includes the staff that had been working uptown;
- tank 1- installing the perlite insulation;
- installing the curtain insulation;
- control wiring for the plant; and
- nitrogen plant is being commissioned to a steady state.

### **April 2009**

- 📍 No minutes / construction updated provided. Meeting was held as a bus tour.

### **May 2009**

#### 📍 Onshore

- insulating work being completed on the cryogenic piping (the DCS system, and insulating at the pier part as of fire water system); and
- overall construction stands at 96.3% complete.

#### 📍 Offshore

- coming to an end, small clean up items remain.

### **June & July 2009**

- Ⓜ No minutes / construction updated provided.

### **August 2009**

- Ⓜ Onshore
  - hydrostatic testing of Tank 3 is planned in the next few weeks; and
  - seven SCVs are in operation, with the eight being on stand-by.

### **September 2009**

- Ⓜ Onshore
  - cool down of tank 2 has been completed and the work is continuing on tank 3;
  - four shipments of LNG to the terminal and 7 out of 8 SCVs operational;
  - continuing insulation work on various locations on site (approximately 50 insulators working);
  - working to replace the aluminum cable tray on the jetty with a galvanized steel tray; and
  - tank 3 is still on schedule for commissioning at the end of the first quarter of 2010.

### **October 2009**

- Ⓜ Onshore
  - all eight SCV's are now operational and construction in the process area of the terminal is almost complete save for some minor finishing work such as painting;
  - the sixth shipment of LNG was received on 26 to 27 September. The seventh shipment was received on 5 October;
  - replacement of the aluminum cable tray on the pier with a galvanized steel tray on the inner end; and
  - installation of heat trace cabling on the pier impounding basin and the associated channel.

### **November 2009**

- Ⓜ Onshore
  - all eight SCV's are now operational and 8 shipments of LNG have been received;
  - ongoing work on tank three to insulate piping; and
  - placement of the perlite insulation of tank three will begin.

### **December 2009**

- Ⓜ Onshore
  - fourteen ship cycles have been completed; and
  - tank 3 is almost mechanically complete.

## *Table of Action Items*

*"Action Items" consist of items that require follow-up as a result of discussions during the CCELC meetings. Action items for each meeting are recorded on a "Table of Action Items", and follow-up on the action items arising from the previous meeting are reported at each meeting. If further follow-up is required on an action item, the item is tabled on a "Table of Outstanding Action Items". The following table consists of all the action items that resulted from the CCELC meetings from January to December 2009.*

<b>Action item #</b>	<b>Action Description</b>	<b>Responsibility to Complete</b>	<b>Due Date</b>	<b>Follow-up on Action Item (as was presented at the CCELC meetings)</b>
47-1	Canaport LNG to notify Brunswick Pipeline of non-working link to ERP on the NEB website.	Fraser Forsythe	March Meeting 2009	Canaport LNG notified Brunswick Pipeline of non-working link to ERP on the NEB website.
47-2	Have Saint John Emergency Measures Organization present and/or update committee on EMP.	Fraser Forsythe	March Meeting 2009	SJ EMO presented on 29 June 2009.
47-3	Have NBDENV provide the committee with the Approval to Operate so it can be reviewed and commented on prior to next meeting.	Emilie Day	March Meeting 2009	John Stubbert came to meeting # 51 on 8 June to speak about the ATO and provided draft copies at that time.
48-1	Canaport LNG to obtain Mercaptan Material Safety Data Sheet (MSDS) from Brunswick Pipelines to provide information to CCELC Members.	Canaport LNG	May Meeting 2009	Mercaptan Material Safety Data Sheet (MSDS) was distributed to the CCELC members in the minute package from Meeting #49.
48-2	Gordon Dalzell to contact Brunswick Pipeline's General Manager, Wayne Belliveau, in regards to Mr. Belliveau making a presentation to the CCELC updating pipeline mercaptan injection, frequency of loading, etc.	Gordon Dalzell	10-May-09	Mercaptan presentation was given 10 August 2009.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
48-3	Ensure that the CCELC Meeting Minutes posted to the Canaport LNG website are up to date.	Canaport LNG	10-Mar-09	As of 4 May 2009, the CCELC Meeting Minutes posted to the Canaport LNG website are up to date.
48-4	Letter to be sent to John Stubbart of the NBDENV requesting that the CCELC be able to provide input and comment on Canaport LNG's Approval to Operate permit.	Fraser Forsythe	20-Mar-09	A letter was sent to John Stubbart of the NBDENV on 17 March 2009 requesting that the CCELC be able to provide input and comment on Canaport LNG's Approval to Operate permit. A copy of this letter was distributed to the CCELC members in the minutes package from Meeting #49.
48-5	Review the EIA for foreign worker content.	Canaport LNG	April Meeting 2009	Reviewing the EIA document determined there is no content relating to foreign workers.
48-6	Follow up with SNC regarding dumping snow into the bay.	Canaport LNG	April Meeting 2009	It was followed up with SNC regarding their snow removal practice. It appears that some snow was inadvertently placed in an area that resulted in some melting snow running into the bay. This concern was relayed to the EPC contractor.
48-7	Find out when / how the tanks are being painted.	Fraser Forsythe	April Meeting 2009	The tanks are going to be painted this summer (2009) using a monorail crane around the perimeter with swing staging and spray. The roofs of the tanks will be painted a light grey colour.
48-8	Discuss with SNC, the idea of extending National Worker's Day in May to include those that have died not in work related incidents.	Fraser Forsythe	April Meeting 2009	On National Worker's Day (April 28th) there was a moment of silence primarily in memory of those that have passed as a result of work related accidents.
Mtg #48 Motion 1	<i>The members of the CCELC committee request that the New Brunswick Department of Environment provide opportunity for the committee members to provide input and comment into Canaport LNG's Approval to Operate permit.</i>	NBDENV	n/a	John Stubbart came to meeting # 51 on 8 June to speak about the Approval to Operate.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
49-1	Canaport LNG to find out when the evacuation alarm will be tested.	CLNG	04-May-09	See Action Item #50-3.
49-2	Canaport LNG to provide written notification to CCELC members once a date has been confirmed for the first shipment of LNG.	CLNG	04-May-09	See Action Item #50-5.
50-1	Confirm with Enterprise Saint John if they will have a representative in the CCELC. Canaport LNG to clarify which organization Keith Melvin is representing at the CCELC meetings.	CLNG	08-Jun-09	It has not been confirmed if Enterprise Saint John will have a representative in the CCELC.
50-2	Send written invitation to Brunswick Pipeline's General Manager, Rob Belliveau, in regards to Mr. Belliveau making a presentation to the CCELC updating pipeline mercaptan injection, frequency of loading, etc.	CLNG	08-Jun-09	Brunswick Pipeline presentation fulfilled at meeting #51.
50-3	CCELC members will receive written notice (via courier and email) informing them when the evacuation alarm will be tested once a test date is known.	CLNG	TBD	CCELC members were notified prior to testing the evacuation alarm. The alarm was sounded on Friday, June 26.
50-4	CLNG to determine what type of paint is being applied to the tanks.	CLNG	08-Jun-09	All tank tops will be painted with Acrylic Elastomeric coating consisting of a Loxon Acrylic primer and Uniflex Elastomeric topcoat, white or light grey in colour. Tank #2 walls will be painted with Methyl Methacrylate-Ethyl Acrylate Copolymer Sealer; transparent.
50-5	CCELC members will receive written notice (via courier and email) informing them the week the first shipment of LNG is expected to arrive, and subsequently confirm within 48 hours of its arrival.	CLNG	TBD	CCELC members were emailed and a letter mailed to notify of the first LNG vessel arrival, the Bilbao Knutsen. In addition, 5 days of radio spots were broadcast, a letter to 650 residents within the area, hand delivered letters and a mailing and insert into the Telegraph Journal.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
50-6	Request report from the Saint John Port Authority concerning bylaws related to exclusion zones in the Saint John Harbour and on increased traffic in the waterways as a result of the LNG Project activities.	CLNG	08-Jun-09	A handout was provided during Meeting #51 titled "Port Information Book: Annex 3 Exclusion Zones".
50-7	Kevin O'Brien to ask the City about rezoning / privatizing of the Red Head Road.	Kevin O'Brien	08-Jun-09	As discussed for action item 51-1.
Mtg #50 Motion 1	Motion I: CCELC to request that Canaport LNG find out the wages of the Canadian and Polish insulators.	CCELC Chairs	n/a	Canaport LNG informed the committee at meeting 51 that this information had been requested but was not provided by contractor and was considered private information between the contractor, union and workers.
Mtg #50 Motion 2	Motion II: The CCELC to request a detailed copy of the following items for review and comment: 1) the City of Saint John municipal evacuation plan from Saint John Emergency Management Organization, and 2) the Canaport LNG Emergency Management Program.	CLNG	n/a	SJEMO gave presentation on evacuation plans at meeting #52 on 29 June 2009. Canaport LNG could not provide copies of their emergency management program for security reasons.
Mtg #50 Motion 3	Motion III: The CCELC to invite the Saint John Emergency Organization and representative from the Police Force to another CCELC meeting subsequent to the committee having received and reviewed the municipal evacuation plan.	CLNG	n/a	Evacuation plan was presented during meeting #52 held 29 June 09.
51-1	Provide an update on the present proposal for the re-surfacing of the Red Head Road.	Kevin O'Brien	29-Jun-09	Projects are presented to Council and they determine the priority of projects.
51-2	Obtain information from Brunswick Pipelines regarding Mercaptan injection.	David Peterson	29-Jun-09	Brunswick Pipeline's powerpoint slide show was provided to CCELC members along with the MSDS for Mercaptan.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
54-1	Provide information regarding the threshold criteria for the safe level of mercaptan release. Also, provide information on the amount of mercaptan released during the leak.	Brunswick Pipeline	05-Oct-09	Susan Harris from Brunswick Pipeline was contacted and will provide the requested information. The information was not received before the meeting; however, any received information will be emailed to the committee and issued with the minutes for meeting # 55.
54-2	Take questions regarding the Red Head Marsh restoration to DFO for clarification and additional information.	David Peterson	05-Oct-09	David Peterson attained information from ACAP Saint John, and discussed it during Meeting #55.
54-3	Check with Irving Oil about the widths of the barriers at the top of the Access Road near the proud road and discuss options for these.	Canaport LNG	05-Oct-09	Fraser Forsythe asked Irving Oil Ltd. to check into this.
54-4	Look into options for the installation of a flashing light warning drivers of the stop ahead at the end of the Secondary Access Road.	Canaport LNG	05-Oct-09	There was a pre-stop warning sign at the top of the hill; however, it was knocked down some time ago. Fraser Forsythe asked Marc Duguay of IOL to look into having it re-installed.
54-5	Contact John McCann about establishing a port user group to set up a forum to discuss vessel traffic and options for routing.	Canaport LNG	05-Oct-09	Fraser Forsythe sent a message to John McCann asking if he would set up a meeting.
55-6	Determine what traffic on the emergency access road is for and conduct awareness campaign informing drivers to drive responsibly and, where possible, utilize the Bayside Drive Extension road for commuting to and from the LNG facility.	Canaport LNG	02-Nov-09	Fraser Forsythe explained that the emergency access road traffic was for a tank cleaning on the Irving Crude Oil Site and that Canaport LNG has spoken with the CLNG Project EPC contractor to ask them to remind drivers to utilize the Bayside drive extension road when transiting to and from Canaport LNG.
Mtg #55 Motion	Motion: The CCELC vote on the number of members who wish to continue monthly meetings. If the vote is in favour of monthly meetings then the committee will write a letter to the minister of the environment requesting that the monthly meeting schedule remain.	Canaport LNG	n/a	Committee prepared letter and submitted on 18 December 2009 via email to the Minister of the Environment and faxed on 3 January 2010.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
Mtg #56 Motion 1	The CCELC requests that the DENV conduct an investigation into the flaring incident. If DENV cannot do an investigation then they should seek to find an appropriate agency to conduct an investigation. Further information should be sought through interviews with residents.	Canaport LNG	n/a	A presentation on the incident was given to the committee in December 2009.
57-1	Discuss and explore feasibility of reimbursement to CCELC members for costs incurred for travel to and from meetings.	Canaport LNG	11-Jan-10	Canaport LNG reviewed the request and will not cover travel expenses for committee members.
57-2	Explore possibility of provided funding to complete an update of the Red Head United Church Hall.	Canaport LNG	11-Jan-10	Canaport LNG has reviewed the request and is looking into options for upgrading.

	Document Name	Available At
Reports	ABS-"Consequence Assessment Methods for Incidents Involving Releases from LNG Carriers"-May 13, 2004	Fundy Engineering
	Sandia Report-"Guidance on Risk Analysis and Safety Implications of a Large LNG Spill Over Water"-Dec. 2004	Fundy Engineering
	Quest-"Modeling LNG Spills in Boston Harbor" and Supporting letters	Fundy Engineering
	"Final Environmental Impact Statement" - Keyspan LNG (RI, USA)	Fundy Engineering
	Statement" - Keyspan LNG (RI, USA)	Fundy Engineering
	"Final Environmental Impact Statement"- Weavers Cove LNG (MASS, USA)	Fundy Engineering
	"Environmental Protection Plan Phase III"	Fundy Engineering
	"Offshore Environmental Protection Plan"	Fundy Engineering
	Quest-"Final Siting Study for Canaport LNG Import Terminal"	Fundy Engineering
Project Description for the Proposed Brunswick Pipeline Project	Fundy Engineering	
Permits / Approvals / Authorizations	Environmental Impact Assessment for the Marine Terminal & Multi-Purpose Pier (NBDENV & CEAA)	<a href="http://www.gnb.ca/0009/0377/0002/0008-e.asp">http://www.gnb.ca/0009/0377/0002/0008-e.asp</a> or Fundy Engineering & Tracking Database
	Environmental Impact Assessment Canaport Pond & Contiguous Alder Wetland Removal (NBDENV)	Fundy Engineering or Tracking Database
	Environmental Impact Assessment: Red Head Secondary Access Road	Fundy Engineering or Tracking Database
	Ocean Dredging and Disposal Permit (Environment Canada)	Fundy Engineering or Tracking Database
	Harmful Alteration Destruction/Disruption – Canaport Stream (Dept. of Fisheries and Oceans)	Fundy Engineering or Tracking Database
	Harmful Alteration Destruction/Disruption –Canaport Pond (Dept. of Fisheries and Oceans)	Fundy Engineering or Tracking Database
	Harmful Alteration Destruction/Disruption –Offshore (Dept. of Fisheries and Oceans)	Fundy Engineering or Tracking Database
	Harmful Alteration Destruction/Disruption –RHSAR (Dept. of Fisheries and Oceans)	Fundy Engineering or Tracking Database
	Approval to Construct-Phase I Site Clearing (NBDENV)	Fundy Engineering or Tracking Database
	Approval to Construct-Phase II Grubbing, Stripping & Site Leveling (NBDENV)	Fundy Engineering or Tracking Database
	Approval to Construct-Phase 2.1 Removal of Canaport Pond & Contiguous Alder Wetlands	Fundy Engineering or Tracking Database
	Approval to Construct-Phase 3 Engineering, Procurement Contractor	Fundy Engineering or Tracking Database
	Approval to Operate	Fundy Engineering or Tracking Database
	Watercourse and Wetland Alteration – RHSAR (NBDENV)	Fundy Engineering or Tracking Database
Building Permit Phase I, II, III	Fundy Engineering or Tracking Database	
Navigable Waters Permit	Fundy Engineering or Tracking Database	
Public Applications / Submissions	Environmental Impact Statement (EIS) LNG Marine Terminal & Multi-Purpose Pier	Fundy Engineering
	Environmental Impact Assessment (EIA)–Removal of Canaport Pond & Contiguous Alder Wetlands (NBDENV)	Fundy Engineering
	EIA –Removal of Canaport Pond & Contiguous Alder Wetland- Summary of Public Involvement (NBDENV)	Fundy Engineering
	Environmental Impact Assessment: Canaport Facility Lands Development (NBDENV)	Fundy Engineering
	EIA: Canaport Facility Lands Development- Summary of Public Involvement	Fundy Engineering
	Environmental Impact Assessment: Canaport LNG Emergency Access Road	Fundy Engineering
	EIA: Canaport LNG Emergency Access Road – Summary of Public Involvement (NBDENV)	Fundy Engineering
	EIA: Environmental Protection Plan (Canaport LNG Emergency Access Road)	Fundy Engineering
	Environmental Impact Assessment: Red Head Secondary Access Road	Fundy Engineering
	EIA: Red Head Secondary Access Road-Summary of Public Involvement	Fundy Engineering
Miscellaneous	CCELC Minutes	<a href="http://www.canaportlng.com/">http://www.canaportlng.com/</a>
	Canaport LNG Website	<a href="http://www.canaportlng.com/">http://www.canaportlng.com/</a>
	The Risks and Danger of LNG DVD	Fundy Engineering
	Mystery Migration: Secrets of the Black Scoter	Fundy Engineering
	SIGTTO LNG Film	<a href="http://www.sigtto.org/">http://www.sigtto.org/</a>
	Tracking Database	CCELC members have their own personal username and password. For username/password information, contact Fundy Engineering.
Revised Pipeline Act & Regulation 2005-2; 2006-3	<a href="http://www.gnb.ca/0062/PDF-acts/p-08-5.pdf">http://www.gnb.ca/0062/PDF-acts/p-08-5.pdf</a>	