

Canaport Community Environmental Liaison Committee



Photograph taken in August 2010

Annual Report
Approved
January - December 2013

During 2013, the Canaport Community Environmental Liaison Committee (CCELC) met in March, June, September, October and November. The goal of the meetings were to provide updated information, discuss issues, and to identify potential ways to address or alleviate any concerns related to the operation of the Liquefied Natural Gas (LNG) Marine Terminal and Multi-Purpose Pier (Project) in Saint John, New Brunswick.

The CCELC 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 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. In 2006, Canaport LNG assumed a more active role in the committee when the partnership was formed between Irving Oil Limited and Repsol. As of December 2013, there are 11 members of the committee.

This report provides a summary of CCELC activities from January 2013 to December 2013, 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/operation highlights, and a Table of Action Items.

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

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

A sincere thank-you on behalf of the committee to all resources including Canaport LNG, Irving Oil Limited, the New Brunswick Department of the Environment, the City of Saint John, Saint John Police and Fire Department, Fundy Engineering, Bruce and Debbie Ingersoll, 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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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 and membership of the Committee, the resources that may be required and reporting and communication practices.

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 the Canaport LNG Terminal. 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;
- Canaport LNG employees; 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. Since the formation of the committee, the majority of the meetings were held on a monthly basis; however, in June 2010 meeting resumed on a quarterly basis. Since September 2013, meetings are again held on a monthly basis.

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 the Canaport LNG website.

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 2013, their association, and their current member status as of December 2013.

Committee Members	Association	Current Status
Armstrong, Carol	Resident	Active
Brown, Alice	Resident	Resigned
Dalzell, Gordon	SJ Citizens Coalition for Clean Air	Active
Debly, Teresa	Resident	Active
Forsythe, Fraser	Co-Chair (Canaport LNG)	Active
Hunter, Roger	Resident	Resigned
Johnston, Jan	Resident	Active
Kumar, Hermant	Enterprise Saint John	Resigned
McNeill, Pam	Resident	Active
Perry, Yvonne	Resident	Active
Silliphant, Craig	ACAP	Active
Smith, Elsie	Resident	Active
Thompson, David	Resident	Resigned
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 2013 to December 2013, along with their duration.

Meeting #	Meeting Date	Meeting Time	Duration
CCELC #74	25 March 2013	6:05 pm - 8:15 pm	2 h 10 m
CCELC #75	17 June 2013	6:10 pm – 9:00 pm	2 h 50 m
CCELC #76	9 September 2013	6:10 pm – 9:00 pm	2 h 50 m
CCELC #77	1 October 2013	6:10 pm – 9:00 pm	2 h 50 m
CCELC #78	18 November 2013	6:10 pm – 8:30 pm	2 h 20 m

Total Meeting Time: 13 hours and 00 minutes

Presentations

The following presentations were made to the CCELC from January to December 2013.

Presentation Title	Presented By	Details of Presentation	Date
Summary of Environmental Monitoring at the LNG Terminal for 2012	Fraser Forsythe	Fraser Forsythe presented Canaport LNG's summary of Environmental Monitoring. Slides included water monitoring, atmospheric monitoring, sound monitoring, spill monitoring, LNG monitoring, and other environmental monitoring that occurs on a regular basis at the Terminal.	25 Mar 2013
Ship Loading at Canaport LNG Terminal	Fraser Forsythe	Fraser Forsythe gave a presentation on ship loading, which included slides on changing economies, background of Canaport LNG Terminal, the LNG transfer process, the unloading process, the loading process, Terminal requirements, and approvals required. See attached copy of the presentation.	17 Jun 2013

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:

- Canaport LNG: www.canaportlng.com

Resources 1 of 2

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.

Resource Personnel:

The following individuals were Resources to the Committee during one or more meetings throughout January to December 2013. These personnel attend meetings to facilitate understanding and the work of the Committee.

Resources	Association
Caines, Crystal	Fundy Engineering
Clifford, Kevin	Saint John Fire Department
Gillan, Mark	Emergency Solutions International (ESI)
Leblanc, Tanya	Staff Sergeant Saint John
Norton, Erin	Fundy Engineering
O'Brien, Kevin	City of Saint John
Peterson, David	NB Department of Environment
Shannon, Kate	Canaport LNG
Tim Ryan	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, NB, 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.

Mr. David Peterson has been appointed as the New Brunswick Department of Environment and Local Government (NBDELG) Compliance Officers whose responsibilities are dedicated to the LNG Project. Thanks to 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. Crystal Caines of Fundy Engineering is the Proponent's Environmental Compliance Officer. Ms. Caines performs a variety of monitoring, and conducts site inspections on a regular basis. Ms. Caines and the NBDENV compliance officer work in close association to ensure the environment is continually protected on a long term and day-to-day basis.

● **Site Updates:**

To ensure committee members were current on operation activities, regular site updates were provided to members. Refer to the *Summary of Construction/Operation Highlights* Section on pages 9 to 10 for a summary of construction and operation for the 2013 year.

Summary of Construction Highlights 1 of 2

The following quarterly summaries highlight the events that took place at the LNG site. Terminal updates were provided at each CCELC meeting to ensure committee members were current with the events on site.

March 2013

- new booster compressor was installed;
- the piping modifications were partially complete for the fourth boil off gas (BOG) compressor;
- the BOG compressor was still with the manufacturer, this is considered a long lead item;
- structures to support the compressor inter-stage air coolers were installed, and the first one had been placed on the structure;
- miscellaneous electrical and mechanical works were occurring;
- cable trays were installed;
- lighting was complete in the high pressure booster compressor shelter;
- various piping work was conducted; and
- .

June 2013

- Ship Loading Presentation as described above, no other updates.

September 2013

- LNG Ship Loading EIA Registration & Public Involvement Update;
- tanks 2 & 3 were topped up with perlite insulation.

October 2013

- The Environmental Impact Assessment for ship loading was approved. The Terminal's Approval to Operate and Environmental Protection Plan were amended to include the approval of the ship loading activity;
- Some of the civil work had begun for the installation of the Alternate Crude Supply line external to the Canaport LNG Terminal;
- An update was provided on the bird monitoring incident.

Summary of Construction Highlights 2 of 2

November 2013

- Booster compressor project was substantially finished;
- A new fender was replaced on the Jetty;
- A Q-Max ship arrived Nov 15 and left Nov 17;
- Details about the recent Security Exercise were provided;
- Some activity occurred to clear the Right-of-Way (ROW) for the pipe sleepers for the crude line on the IOL Crude Terminal property.

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 2013.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
74-1	David Peterson to report the emissions resulting from the Canaport Crude Terminal as was reported to NPRI and report on the requirement for a COA	Canaport LNG	Jun 2013	David Peterson obtained the emissions resulting from the Canaport Crude Terminal from the National Pollutant Release Inventory (NPRI) database, and the Department is currently reviewing the numbers. David Peterson commented that most source emissions are calculated, not directly measured.
75-1	Confirm committee members commitments to the committee, and invite an ACAP representative to join	Fundy Eng	Sept 2013	Completed.
75-2	Provide the directions for registration of the Sentinel Services	Fundy Eng	Sept 2013	Website to access sentinel services was provided in the June’s minutes.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
75-3	Simulate an evacuation with the 6 residents along Red Head Road, and utilize the Emergency Access Road	CLNG	Sept 2013	Canaport LNG has asked the exercise designers to include the above scenarios. The exercise will be conducted on 23 rd of October.
75-4	Provide notification to the residents along Red Head Road of the changes to the evacuation procedures	CLNG	Sept 2013	Residents along the Red Head Road were sent notices on the change of procedures.
76-1	Send a letter of invite to Enterprise Saint John and Department of Energy to attend and potentially become a member of the CCELC	Fundy Eng	Oct 2013	An email to Steve Carson of Enterprise Saint John and the Department of Energy was sent on October 1, 2013 to invite a representative from their respective organizations to join the CCELC.
76-2	Post a notice in the store, as well as in Canaport Connections to see if there is any interest from the community in joining the CCELC.	Fundy Eng/CLNG	Oct 2013	A notice was drafted, but not yet posted. This action item will carry over.
76-3	Extend an invite to the Red Head Community Association welcoming their representation on the CCELC	Fundy Eng	Oct 2013	An inquiry/invite was sent to the Red Head Community Association via their website on 26 September 2013. No reply to date.
76-4	Provide the number to register for the sentinel services	Fundy Eng	Oct 2013	The number to call to register for sentinel services is <u>658-2910</u> .
76-5	Include Gordon Dalzell's questions regarding the LNG Ship Loading Environmental Impact Assessment (EIA) and the responses within the next meeting minutes	Fundy Eng	Oct 2013	Question & answers were provided in the meeting minute package sent out prior to the 1 October meeting.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
76-6	David Peterson to get back to the CCELC regarding what discussions are taking place with respect to community liaison	David Peterson	Oct 2013	David Peterson suggested the members go away from the meeting, and think about what they like and don't like, and what they would like to see (<i>i.e.</i> , amalgamated committees, separate committees, etc.) to deal with other Projects that may be outside of Canaport LNG's scope. More info in 1 Oct 2013 meeting minutes.
77-1	<i>Review & approve minutes from meeting #76, 9 September 2013.</i>	CCELC	Nov 2013	Completed.
77-2	<i>Follow-up with Enterprise Saint John and Department of Energy to determine interest in providing representation on the CCELC</i>	Fundy Eng	Nov 2013	Enterprise Saint John (ESJ): Email sent to Steve Carson from ESJ on October 1 to gauge interest in joining. Mike Bacon, the Director of Administration, indicated they would bring it to their next staff meeting to see if there was interest. Claire Ryan joined the committee in February 2014 as a representative, but left the organization and committee shortly after. No representation to date. Department of Energy: Email sent to Department of Energy on October 1st. No reply to date.
77-3	<i>Post a notice in the store, as well as in Canaport Connections to see if there is any interest from the community in joining the CCELC.</i>	Fundy Eng	Nov 2013	Notice was posted in the store on November 8 th . A copy of the notice is included herein. To date, one person inquired on the committee (a current resident). This individual was invited to the meeting on November 18 to act as an observer, but did not attend. No new membership resulted as a result of the notice placed.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
77-4	<i>Attach a copy of the EIA approval document to the next month's meeting minute package</i>	Fundy Eng	Nov 2013	This was sent out within the meeting minute package.
78-1	<i>Include the Approval to Operate with the minutes of the meeting.</i>	Fundy Engineering	Jan 2014	Completed

	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 Operation	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 & CEEA)	http://www.gnb.ca/0009/0377/0002/0008-e.asp or Fundy Engineering & Tracking Database
	Environmental Impact Assessment Canaport Pond & Contiguous Alder Wetland Removal (NBDENV)	Fundy Engineering
	Environmental Impact Assessment: Red Head Secondary Access Road	Fundy Engineering
	Environmental Impact Assessment: LNG Ship Loading	Fundy Engineering
	Ocean Dredging and Disposal Permit (Environment Canada)	Fundy Engineering
	Harmful Alteration Destruction/Disruption – Canaport Stream (Dept. of Fisheries and Oceans)	Fundy Engineering
	Harmful Alteration Destruction/Disruption –Canaport Pond (Dept. of Fisheries and Oceans)	Fundy Engineering
	Harmful Alteration Destruction/Disruption –Offshore (Dept. of Fisheries and Oceans)	Fundy Engineering
	Harmful Alteration Destruction/Disruption –RHSAR (Dept. of Fisheries and Oceans)	Fundy Engineering
	Approval to Construct-Phase I Site Clearing (NBDENV)	Fundy Engineering
	Approval to Construct-Phase II Grubbing, Stripping & Site Leveling (NBDENV)	Fundy Engineering
	Approval to Construct-Phase 2.1 Removal of Canaport Pond & Contiguous Alder Wetlands	Fundy Engineering
	Approval to Construct-Phase 3 Engineering, Procurement Contractor	Fundy Engineering
	Approval to Operate	Fundy Engineering
	Watercourse and Wetland Alteration – RHSAR (NBDENV)	Fundy Engineering
	Building Permit Phase I, II, III	Fundy Engineering
Canadian Wildlife Service Permit	Fundy Engineering	
Navigable Waters Permit	Fundy Engineering	
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
	Environmental Impact Assessment: LNG Ship Loading	Fundy Engineering
EIA: LNG Ship Loading Public Involvement Report	Fundy Engineering	
Miscellaneous	CCELC Minutes	http://www.canaportlng.com/
	Canaport LNG Website	http://www.canaportlng.com/
	The Risks and Danger of LNG DVD	Fundy Engineering
	Mystery Migration: Secrets of the Black Scoter	Fundy Engineering
	SIGTTO LNG Film	http://www.sigtto.org/
	Revised Pipeline Act & Regulation 2005-2; 2006-3	http://www.gnb.ca/0062/PDF-acts/p-08-5.pdf