

Canaport Community Environmental Liaison  
Committee (CCELC)  
Annual Report  
January – December 2019

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During 2019, the Canaport Community Environmental Liaison Committee (CCELC) met quarterly in March, June, September and December. 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 2019, there are 9 members of the committee.

This report provides a summary of CCELC activities from January 2019 to December 2019, 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, the New Brunswick Department of the Environment and Local Government, and the City of Saint John 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 | 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.

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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 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, are now held on a quarterly 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.

*Note (not part of the approved Terms of Reference): The CCELC is facilitated by representatives of Canaport LNG. During the time when the CCELC was first formed, there were two co-chair positions that would allow representation from both the proponent and the community. To date, there remains a vacant community co-chair representative position. Canaport™ LNG<sub>LP</sub> is a 75 % : 25 % partnership between affiliates of Repsol, S.A., the managing partner, and affiliates of Irving Oil Limited.*

## MEMBERS

The following is a list of CCELC members who have participated in the Committee throughout the year 2019, their association, and their current member status as of December 2019.

*Table 1. List of Members as of December 2019*

Committee Members	Association	Current Status	Duration of Member Status
Armstrong, Carol	Resident	Active	10+ years
Carvana, Sergio	Co-Chair (Canaport LNG)	Active	3 year
Dalzell, Gordon	SJ Citizens Coalition for Clean Air	Active	10+ years
Debly, Teresa	Resident	Active	10+ years
Johnston, Jan	Resident	Active	10+ years
McNeill, Pam	Resident	Active	10 years
Perry, Yvonne	Resident	Active	10+ years
Thompson, David H.	Member	Active	10+ years
Turner, Rick	Saint John Board of Trade	Active	10+ years

## MEETING DATES

The following are the meetings held throughout the year from January 2019 to December 2019, along with their duration.

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*Table 2. Meeting Dates Held Throughout the Year*

Meeting #	Meeting Date	Meeting Time	Duration
CCELC #112	11 March 2019	6:05 pm - 7:15 pm	1 h 10 m
CCELC #113	10 June 2019	6:05 pm – 7:55 pm	1 h 50 m
CCELC #114	25 September 2019	6:15 pm – 8:00 pm	1 h 45 m
CCELC #115	2 December 2019	6:00 pm –7:25 pm	1 h 25 m

Total Meeting Time: 6 hours and 10 minutes

## PRESENTATIONS

The following presentations were made to the CCELC from January to December 2019.

*Table 3. Presentations Made Throughout the Year*

Presentation Title	Presented By	Details of Presentation	Date
Canaport LNG Public Relations	Kate Shannon	Kate Shannon provided an overview of Canaport LNG's 10 month long celebrations in light of their 10 year anniversary.	11 March 2019
Industry Outlook	Courtney Jones	Courtney provided a brief background before leading into an industry outlook presentation. Slides included a look at the short-term market trends, short-term demand growth, and long term demand growth.	25 September 2019



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)

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

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**Resource Personnel:**

The following individuals were resources to the Committee during one or more meetings throughout January to December 2019. These personnel attend meetings to facilitate understanding and the work of the Committee.

*Table 4. Resource Personnel in Attendance to at Least One Meeting During 2019*

Resources	Association
Caines, Crystal	Fundy Engineering
Dubee, Cathy	NB Department of Environment & Local Government
Jones, Courtney	Canaport LNG
O'Brien, Kevin	City of Saint John
Shannon, Kate	Canaport LNG

**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 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.

Since September 2014, Ms. Cathy Dubee, 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 Ms. Dubee, the Committee is kept up-to-date through verbal Environmental Compliance Status Reports (ECSR).

The ESCRs provide information on the status of a variety of environmental applications and approvals, monitoring results, public complaints, and inquiries made to the NBDELG.

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 NBDELG 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 Operation Highlights* Section on page 9.

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## SUMMARY OF OPERATIONAL HIGHLIGHTS

The following 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.

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### March 2019

- Regular maintenance occurred at the Terminal.
- No incidents occurred at the Terminal since the previous meeting (December 2018).
- Canaport LNG's bi-annual report was submitted to the Department of the Environment with no issues.
- The Greenhouse Gas Management Plan update, which is a requirement that stems from the Approval to Operate, was submitted to the Department of the Environment. Greenhouse gas emissions in 2018 were less than 10,000 tonnes; therefore, reporting or paying tax on carbon is not required by the Terminal at this time.

### June 2019

- There was a small diesel spill of 2L during a tank refueling.
- No gas had been sent out since the previous meeting in March (does not include boil-off gas).
- Ship originally scheduled for May was deferred until mid-June.
- Regular summer maintenance activities were underway, which is typical for the summer months (i.e., painting, repairing insulation, etc.). During summer maintenance, there was an increase of resources at the Terminal (i.e., 80-90 people which includes contractors, compared to 50-60).

### September 2019

- Two LNG ships had berthed since the last CCELC meeting in June.
- The Terminal was operating on booster send-out. Send-out in small quantities occurred in June & July, which correlated with a shortage of supply in the New England market.

### December 2019

- An oil pollution exercise was completed, which is part of Canaport LNG's regulatory requirement to unload crude oil at the Jetty during monobuoy maintenance. In addition to oil pollution exercises, LNG related exercises are conducted on an annual basis at a minimum. Exercises include a combination of table-top and in-field exercises. Depending on the scale of the exercise, government agencies and responders are often invited to participate.
- Limited send-out during December.

## 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 2019.

**Table 5. List of Action Items and Current Status as of March 2020**

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
112-1	Canaport LNG to provide an update to the committee on the potential impact of bringing natural gas into New Brunswick via pipeline from Alberta	Canaport LNG	June 2019	Javier was not able to attend the meeting; however, the new general manager will be asked to provide an update on industry outlook at the next meeting.
111-3	Sergio to check with Warehouse to see if they have any materials that could be used for 'art' projects	Canaport LNG	June 2019	There is nothing at this time
113-1	Sergio to invite new General Manager Courtney Jones to the next CCELC meeting	Canaport LNG	Sept 2019	General Manager Courtney Jones attended the 25th of September 2019 meeting.
113-2	CCELC to author letter of thanks to Javier, to acknowledge his contribution to the committee	Fundy Eng	July 2019	Completed. Javier expressed his gratitude.
113-3	Revise monitoring reports to include historical data, as well as number of ships on an annual basis	Fundy Eng	Sept 2019	Revised monitoring reports were included in the mail out package for this meeting.
113-5	Canaport LNG to show committee video of LNG ship berthing at next meeting	Canaport LNG	September 2019	A time lapsed video of the ship loading was shown at the 25th of September meeting.
113-6	Sergio to inquire with Kate on the RHCA clean-up event and their level of involvement.	Canaport LNG	September 2019	Kate indicated Canaport LNG was only a sponsor and not an organizer.
113-7	Sergio to inquire with Kate on plans, if any, at Mispic Point	Canaport LNG	September 2019	Canaport LNG has supported various Mispic Beach initiatives, including opening the washroom units every summer, mowing, garbage pick-up, wheel chair accessible portable washrooms, and they plan to continue their support. Canaport LNG is not looking at supporting the trail work at this time as extensive work is required.

Action item #	Action Description	Responsibility to Complete	Due Date	Follow-up on Action Item (as was presented at the CCELC meetings)
115-1	Sergio to ensure NBDELG is included on the invite list for the next inclusive exercise	Canaport LNG	Mar 2020	Cathy Dubee and Sheryl Johnstone from the NBDELG are invited to the September 2020 E2 full scale exercise.
115-2	<p>Canaport LNG to update their protocols when an emergency takes place to do the following:</p> <ul style="list-style-type: none"> <li>• Communicate with other Terminal gates so they can appropriately direct traffic in the event the responders end up at the wrong address</li> <li>• Have a car at the entrance to direct traffic</li> </ul>	Canaport LNG	Mar 2020	Complete. Discussions took place with IOL.

	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)	<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
	Environmental Impact Assessment: Red Head Secondary Access Road	Fundy Engineering
	Environmental Impact Assessment: LNG Ship Loading	Fundy Engineering
	Environmental Impact Assessment: Alternate Crude Unloading	
	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	
	Environmental Impact Assessment: Alternate Crude Supply Project	Fundy Engineering
	Misc.	CCELC Minutes
Canaport LNG Website		<a href="http://www.canaportlng.com/">http://www.canaportlng.com/</a>
Mystery Migration: Secrets of the Black Scoter		Fundy Engineering
SIGTTO LNG Film		<a href="http://www.sigtto.org/">http://www.sigtto.org/</a>
Approval to Operate Summary Reports		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>