

**A Guide to  
Environmental Impact Assessment  
in New Brunswick**

## INTRODUCTION

Over the past two decades, New Brunswickers have become increasingly aware of their relationship with the environment and the role they can play in preserving its integrity. Residents in all areas of the Province have sought a greater role in government decisions that may affect the environment and their quality of life.

During the same period, experience in New Brunswick and across North America has repeatedly shown that a preventative approach to environmental protection is more cost effective than finding a cure after the fact. Ensuring that environmental concerns are addressed at the earliest possible stage of development planning is widely recognized as the best way to proceed.

New Brunswick's *Environmental Impact Assessment Regulation* (Regulation 87-83) came into force on July 13, 1987, to provide a legislative framework for this type of proactive environmental planning, including opportunities for public involvement.

Regulation 87-83 is designed to identify the environmental impacts associated with development proposals well in advance of their implementation, so that such impacts can be avoided or reduced to acceptable levels before they occur. Environmental Impact Assessment (EIA) gives technical specialists from government agencies, as well as local residents and the general public, a chance to provide their input to the decision-making process regarding specific development proposals. The EIA review process must be completed before any project subject to EIA can proceed. Although the EIA Regulation grants the Lieutenant-Governor in Council the authority to prevent projects from proceeding, Regulation 87-83 is not intended to be a mechanism for stopping developments for which the anticipated impacts can be avoided or reduced to acceptable levels through mitigation.

Under the Regulation, individuals, companies or public sector agencies that propose certain types of projects (listed as Undertakings in Schedule "A" of Regulation 87-83) are required to register information about the proposal with the Department of the Environment and Local Government, at an early stage in the planning schedule.

The objective of this publication is to summarize the main components of New Brunswick's EIA process and the requirements of Regulation 87-83. Copies of the Regulation and additional information on the EIA process can be obtained directly from:

**Sustainable Development, Planning & Impact Evaluation Branch**  
**Department of Environment and Local Government**  
**20 McGloin Street**  
**PO Box 6000, Fredericton, NB E3B 5H1**  
**Telephone: (506) 444-5382, Fax: (506) 453-2627**  
**E-mail - eia-eie@gnb.ca**

**or from the following web sites:**

EIA Website:

**Department of Environment and Local Government**

<http://www.gnb.ca/0009/0377/0002/index-e.asp>

EIA Regulation:

**Department of Justice**

<http://www.gnb.ca/0062/regs/87-83.htm>

## **HISTORY OF EIA IN NEW BRUNSWICK**

In 1975, New Brunswick became the first Province in Atlantic Canada to adopt a formal Cabinet policy on Environmental Impact Assessment. This policy covered all major development proposals in which the Government or its various agencies had significant financial involvement. Since that initial step, EIA has played an increasingly important role in shaping environmental management and development planning throughout the Province.

Amendments to the Clean Environment Act to provide a statutory framework for EIA were passed during the 1983 and 1985 Legislative sessions. In December 1985, a draft regulation under the Act was released by the Minister of the Environment for public review and comment.

Extensive consultation between the Department of Environment and interested individuals or organizations concerning the draft regulation began in early 1986. Revisions were made as a result of these discussions and the final Regulation was adopted by Government in 1987. It presents a detailed set of procedures for EIA that must be followed by project proponents, and by the Department itself.

Almost two decades of experience with EIA in New Brunswick have demonstrated its value as a planning tool, both for the proponent (the individual or organization proposing the development) and for the concerned regulatory agencies.

Specific EIA legislation now exists in all Canadian provinces. The Government of Canada has also established a legislated EIA process under the Canadian Environmental Assessment Act, and the two levels of government work cooperatively in addressing the requirements of their respective EIA legislation.

## **A SUMMARY OF THE PROCESS**

### **The Requirement for Registration**

The first step in the EIA process is registration. As required by Section 5(1) of the EIA Regulation, individuals, private firms, or government agencies that propose certain undertakings in New Brunswick must formally register details of their proposals with the Department of Environment and Local Government. Schedule A of the Regulation (page 10 of this booklet) identifies the types of undertakings that must be submitted for registration. It is important to note that the requirement for registration also includes projects that would modify, rehabilitate, extend, abandon or demolish previously approved "Schedule A" undertakings, including those that were completed before the Regulation came into force.

Section 5 (2) of Regulation 87-83 requires that proponents of the above noted projects deliver a completed registration form to the Minister. A registration document, completed in accordance with the detailed Registration Guide that has been prepared by the Department of Environment and Local Government is deemed to be the completed form. The Registration Guide is available at the Government of New Brunswick Website at <http://www.gnb.ca/0009/0377/0002/index-e.asp> and is included as an appendix to this booklet. It is the proponent's responsibility to accurately provide all relevant information concerning the proposal by preparing and submitting a registration document that addresses all the requirements outlined in the Registration Guide. Full and accurate descriptions of the project location, proposed activities, the existing environment, potential impacts, and proposed mitigation are required.

It is in the best interest of the proponent to submit the registration document early in the planning process so that maximum flexibility to modify the project to address government and stakeholder concerns is maintained. In any event, the registration must be submitted to the Department and a decision must be rendered by the Minister before any provincial approvals are granted and before any physical work on the project is begun.

## **List of Registered Projects**

A publicly accessible electronic data base of registered projects is maintained by the Sustainable Development, Planning and Impact Evaluation Branch and is available at the Department of Environment and Local Government website: <http://www.gnb.ca/0009/0377/0002/EIA.pdf>

## **The Determination Review**

All registered projects undergo a Determination Review. The Determination Review is an EIA aimed at identifying and evaluating the environmental issues surrounding the proposed project. The review is coordinated by the Sustainable Development, Planning and Impact Evaluation Branch of the Department of Environment and Local Government and is completed with the assistance of a specially constituted Technical Review Committee (TRC) comprised of experts and specialists from federal agencies, various departments of the New Brunswick Government and the rural district planning commission or municipality having jurisdiction over the project location. It is an interactive process, and includes opportunities for clarification of specific technical issues through dialogue between the Committee and the proponent. The purpose of the review is to determine whether or not a Comprehensive Review is warranted. Where necessary to address TRC concerns and questions, the proponent may be asked to provide supplementary studies and information.

## **Public Involvement during the Determination Review**

Open and transparent public involvement is required for all registered projects. In order to fulfill the requirements of Section 6(1) of the EIA Regulation, the proponent must demonstrate that the affected public and other stakeholders have been given the opportunity to become involved in reviewing the project, and must indicate how the proponent has considered or addressed any resultant questions and concerns. The opportunity for public involvement benefits citizens most when they take an active role at an early stage in the process, and clearly articulate their specific questions or concerns. Additional information about public involvement during the Determination Review is included in Section 6.0 and Appendix C of the Registration Guide at the end of this booklet.

## **The Minister's Decision**

In accordance with Section 6(3) of the EIA Regulation, once the Minister has received sufficient information about the proposal including documentation of public and stakeholder concerns and the proponent's responses, the proponent will be notified of the Minister's decision within a maximum of 30 days. Typically the total length of the review period is longer than 30 days because the proponent needs additional time to respond to the issues and concerns raised by the TRC following registration. The Sustainable Development, Planning and Impact Evaluation Branch is committed to making every effort to complete the Determination Review within 120 days of the date that the project was registered.

If the Minister determines that a Comprehensive Review is necessary to assess the nature and significance of the potential impacts through further study, the proponent will receive written notice to this effect prior to placement of a notification in the Royal Gazette and/or any other public statement that may be issued on the subject.

Alternatively, if it is decided that the EIA process carried out during the Determination Review is sufficient, the Minister will issue a Certificate of Determination and will notify the proponent that the undertaking may be carried out subject to any appropriate terms or conditions established by the Minister. A public register of all such decisions made under the Regulation is maintained at the Department's Sustainable Development, Planning and Impact Evaluation Branch Office and is available at the Department of Environment and Local Government website at <http://www.gnb.ca/0009/0377/0002/EIA.pdf>

Finally, the Minister, with the assent of the Lieutenant-Governor in Council, may decide that the project should not proceed.

It is important to note that if the Minister determines that a Comprehensive Review is not required, all relevant environmental regulations such as the provisions of the *Clean Environment Act*, the *Clean Air Act*, or any other relevant provincial or federal legislation must nonetheless be complied with, and all required permits and approvals must be obtained. In addition, the Minister will typically attach conditions to the project, aimed at addressing or mitigating concerns raised during the Determination Review. The Lieutenant-Governor in Council may subsequently suspend or revoke an approval if the proponent violates the terms and conditions imposed for the project.

### **If a Comprehensive Review is Required**

If the Minister decides that a Comprehensive Review is warranted, the proponent is required to conduct it in order to proceed with the undertaking.

To assist in completing the Comprehensive Review, the previously constituted Technical Review Committee continues to function and the Sustainable Development, Planning and Impact Evaluation Branch, Department of Environment and Local Government continues to co-ordinate the review process.

The following paragraphs describe the next steps of the Comprehensive Review

#### **Developing the Study Guidelines - A Public Procedure**

The Review Committee's next major task is to formulate draft guidelines for the Comprehensive Review. These guidelines identify the important environmental issues that must be considered in assessing the impacts of a particular development. They also specify the general approach a proponent must follow in conducting the comprehensive environmental impact assessment.

The Minister must issue the draft guidelines for public comment within 60 days of announcing that a Comprehensive Review is required. Once the draft Guidelines are available for public review, any interested party may provide written comments to the Minister in response to the document.

The Minister provides a period of 30 days for receipt of comments on the draft Guidelines. Once this input has been considered, the Minister will issue final Guidelines for the EIA to the proponent. This must be done within 60 days of releasing the draft Guidelines for public comment. Following receipt of the final Guidelines, the proponent must provide the Minister with Terms of Reference that describe in detail the approach that will be used by the proponent's study team during its investigations.

#### **Conducting the Comprehensive EIA Study and Preparing the EIA Report**

The completion of an EIA study and the preparation of a report describing the results represent the central information-gathering components of the EIA process. The proponent is responsible for the cost of the study that, in most cases, is carried out by a team of consultants offering a variety of technical expertise.

The principal objective of an EIA is to predict the impacts that can be expected, should the project proceed. This is accomplished by gathering information about the project's socio-economic, biological and physical setting, conducting field investigations as required, and using scientific methods to evaluate potential interactions between the environment and activities associated with the undertaking.

The study is expected to identify methods of enhancing positive impacts and minimizing negative impacts resulting from the undertaking. In addition to considering impacts and mitigative measures, it includes a detailed description of the project, an evaluation of alternatives, and a description of methods for evaluating the accuracy of impact predictions. During the study process proponents are also required to conduct consultation with potentially affected members of the public and other stakeholders in accordance with the consultation requirements set out in the EIA guidelines that were developed for the project.

Information gathered during the study and a description of the resultant decisions affecting the project's design and implementation are compiled in a draft Environmental Impact Assessment Report. The time and effort required to produce this report will vary from project to project and depends on such factors as the complexity of the project, the complexity of the biological, physical and socio-economic environment, the number of stakeholders identified during public consultation and the issues they raise, the extent of the required field investigations, and the nature of the scientific evaluations required to assess potential impacts.

### **Review of the Draft EIA Report**

Once the draft Report is received by the Minister, it is turned over to the Technical Review Committee for detailed examination. The Committee's responsibility at this stage is to determine whether the document has adequately addressed the issues raised in the study Guidelines. Review of the draft EIA report is an interactive process and includes opportunities for clarification of specific technical issues through dialogue between the Committee and the proponent.

If, on the advice of the Committee, the Minister is satisfied that the EIA Report is adequate, the next step is to involve the public in discussing the impacts it describes. This public participation process is outlined below.

If on the advice of the Committee, the Minister determines that the draft Report does not adequately address all aspects of the Guidelines, the public process will be delayed while the Minister advises the proponent of the deficiencies that must be addressed. To advance the EIA process at this point, the proponent is required to make revisions to the Report in order to remedy the deficiencies. This may, in turn, necessitate additional investigative work.

Once this work is complete and revisions have been made to the draft Report, the review process is reactivated and proceeds until the Minister is satisfied that the final Report adequately meets the Guidelines.

### **Public Review and Comment on the EIA Report**

Once the Report is officially accepted by the Minister, the proponent is required to submit 30 copies of the final Report to the Minister in both Official Languages. The second and more comprehensive opportunity for public involvement in the EIA process then begins.

A summary of the final Report is prepared by the Department of Environment and Local Government on behalf of the Minister to assist members of the public in becoming familiar with the information it contains. The Review Committee also prepares a General Review Statement summarizing its comments on the document and how they were resolved.

Within 30 days of receiving the final Report from the proponent, the Minister releases the combined documentation (the final EIA report, the summary of the final EIA report and the General Review Statement) for public review and comment. The documentation is made available to the public at various places depending on the project location. At the same time, the date(s) and location(s) of one or more public meetings to discuss the EIA information are announced by the Minister through various media, including notification in the Royal Gazette.

Following the release of the study information, a minimum period of 30 days must be provided for public review before any meeting is scheduled. The public is invited to submit written briefs in response to the study. These may be sent directly to the Department or delivered to staff during any public meeting held regarding the EIA.

## **Public Meetings**

At least one public meeting to discuss an EIA is held near the area where the project is being proposed. The purpose of the meeting is to provide all interested parties with an opportunity to make comments, raise concerns, or ask questions for clarification about any matter covered in the EIA report. Note that this meeting is in addition to any meetings that may have been held by the proponent during the Determination Review.

A Panel of independent experts is retained to chair the public meeting, receive public input, and respond to questions and concerns. The proceedings are recorded and a verbatim transcript is produced for subsequent study by the Minister. The Panel prepares a report on public involvement, reflecting input gathered at the public meeting as well as written comments submitted throughout the public comment period.

Following such meetings, an additional period of fifteen days is set aside for members of the public to submit further written comments regarding the proposal. At the end of this period, a summary of public participation is prepared based on the written briefs submitted to the Minister, transcripts of public meetings, and any additional comments received following the final public meeting.

This summary is released publicly, and copies are sent to every identified person who participated in the public meeting. At the same time, the full package of EIA information, including the public participation summary, is forwarded to the Minister for final consideration.

## **The Final Decision**

Following the additional 15-day period for submission of written comments after the public meeting(s), the Minister will submit a report and a recommendation concerning the proposal to the Lieutenant-Governor in Council. At this point, it becomes the responsibility of the Lieutenant-Governor in Council to consider the report, as well as the recommendation of the Minister, and issue or deny an approval for the undertaking.

If approval is given, terms and conditions may be stipulated that the proponent must adhere to in implementing the project. The Lieutenant-Governor in Council may subsequently suspend or revoke an approval if the proponent violates the terms and conditions imposed for the project. Similarly, any approval previously given may be rescinded if the Lieutenant-Governor in Council has reason to believe the proponent has failed to disclose relevant facts or submitted inaccurate information.

When an approval is issued, the Minister may require the formation of a committee to track the progress of an undertaking, the success of any mitigation measures proposed in the EIA, and the overall impact of the project on the environment.

It should also be noted that an EIA approval does not mean that the proponent is exempt from other applicable statutory requirements, such as the provisions of the *Clean Environment Act*, the *Clean Air Act*, or any other relevant provincial or federal legislation that concerns the undertaking.

## **ADMINISTRATION OF THE PROCESS**

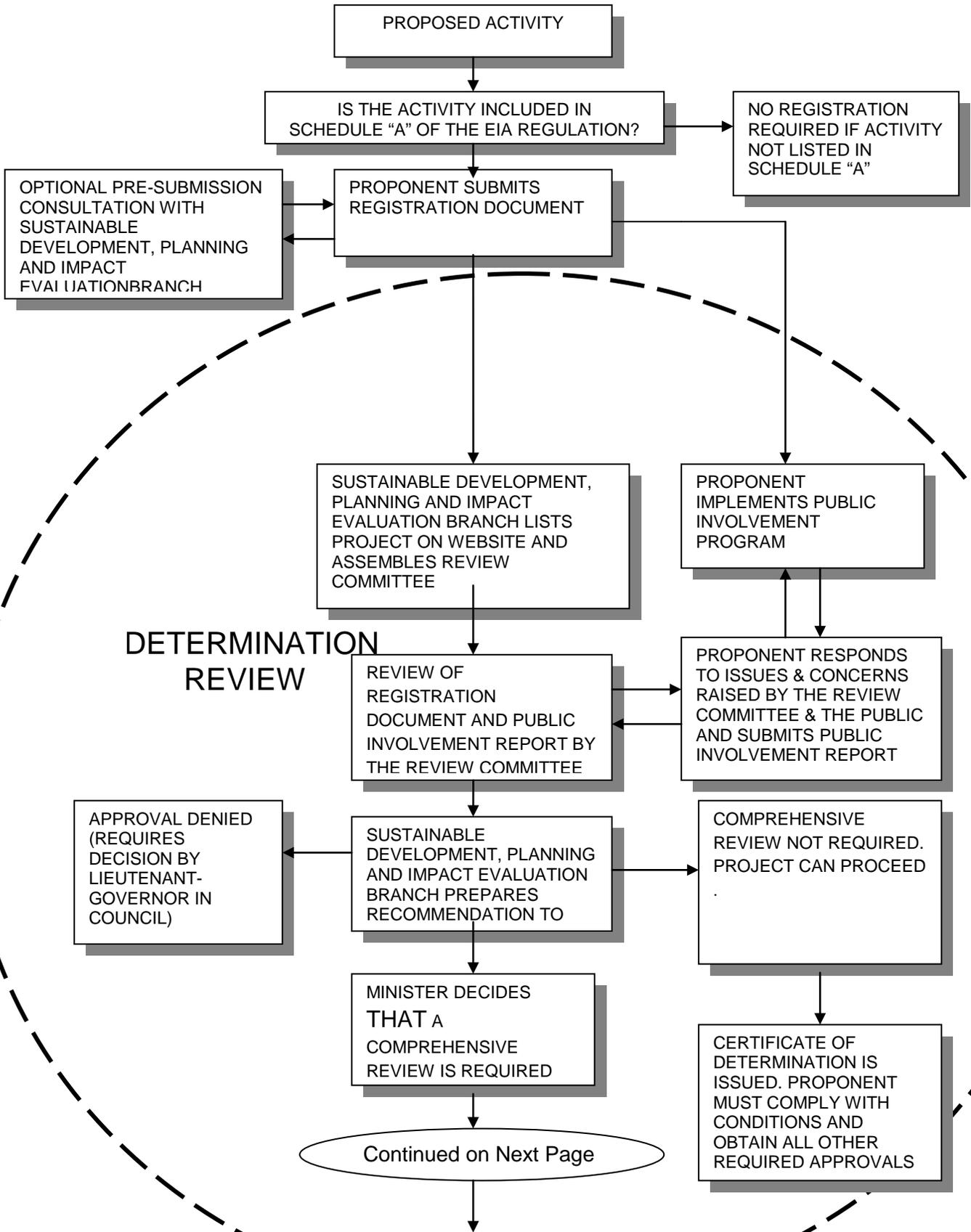
The Department of Environment and Local Government is committed to ensuring that the administration of Regulation 87-83 is based on well-coordinated procedures, timely responses, openness and active cooperation with all parties concerned. Department staff responsible for the Environmental Impact Assessment program are available to assist all interested parties in understanding how they can most effectively become involved. Contact information is provided on page 1 of this booklet.

## **IN CONCLUSION**

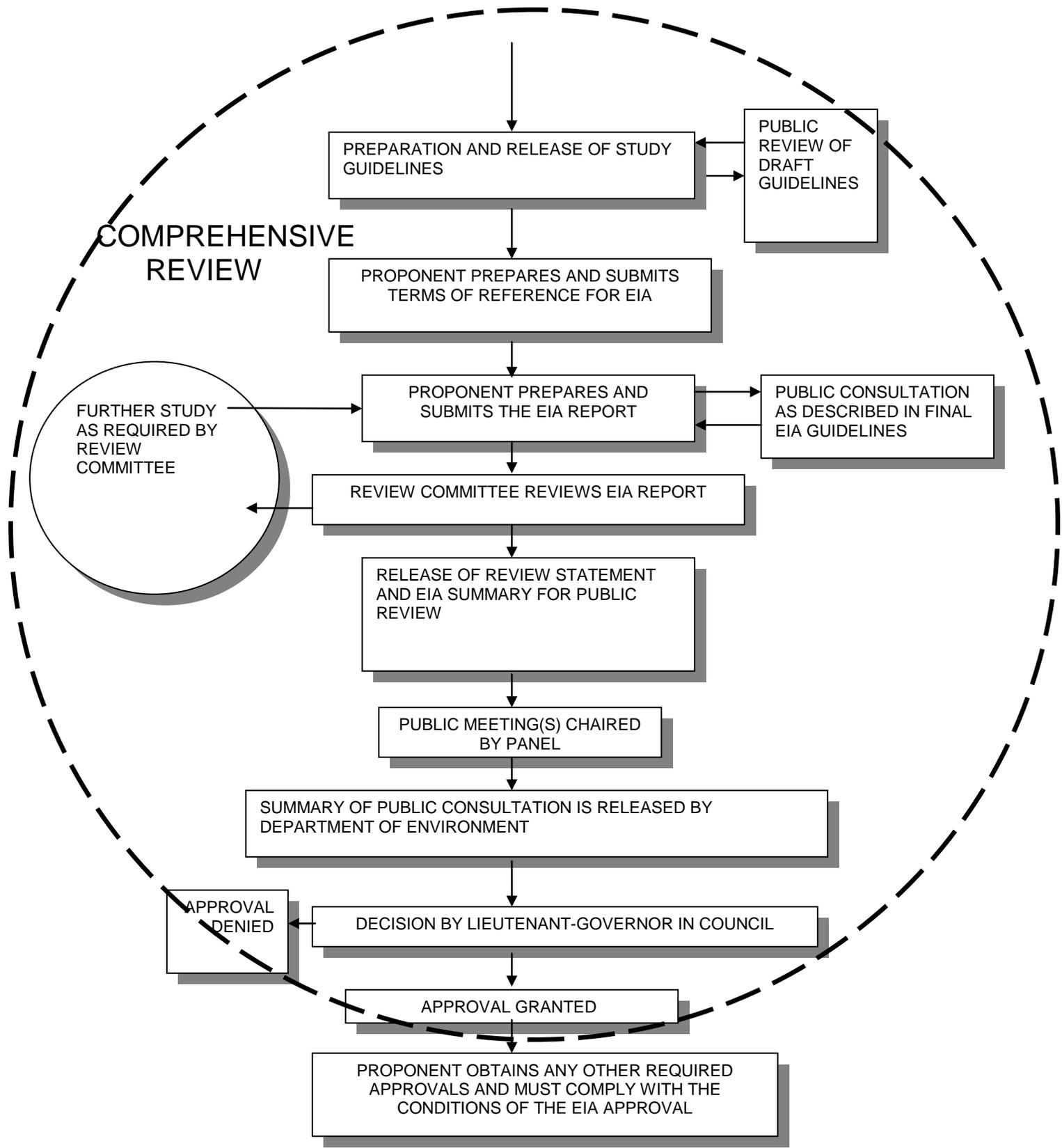
Experience has shown that the interests of the proponent, technical reviewers, stakeholders and concerned members of the public can be considered and balanced through EIA. EIA provides an opportunity to plan a project in such a manner that the concerns of review agencies and other stakeholders are identified and considered before costly and significant decisions are made. EIA also provides review agencies, stakeholders and members of the public with a variety of opportunities for involvement and review before a project is implemented.

In the final analysis, Environmental Impact Assessment offers all parties interested in New Brunswick development activities a positive basis for comprehensive and effective planning.

**ENVIRONMENTAL IMPACT ASSESSMENT PROCESS IN NEW BRUNSWICK**



**ENVIRONMENTAL IMPACT ASSESSMENT PROCESS IN NEW BRUNSWICK (Continued)**



## SCHEDULE A

The enterprises, activities, projects, structures, works or programs specified in Schedule A (below) and any modification, extension, abandonment, demolition or rehabilitation of them are undertakings for the purposes of the *Environmental Impact Assessment Regulation* and must be registered with the Sustainable Development, Planning and Impact Evaluation Branch, Department of Environment and Local Government

- (a) all commercial extraction or processing of a mineral as defined in the Mining Act;
- (b) all electric power generating facilities with a production rating of three megawatts or more;
- (c) all water reservoirs with a storage capacity of more than ten million cubic metres;
- (d) all electric power transmission lines exceeding sixty-nine thousand volts in capacity or five kilometres in length;
- (e) all linear communications transmission systems exceeding five kilometres in length;
- (f) all commercial extraction or processing of combustible energy-yielding materials, except fuelwood;
- (g) all offshore drilling for, or extraction of, oil, natural gas or minerals;
- (h) all pipelines exceeding five kilometres in length, except
  - (i) water, steam or domestic wastewater pipelines, and
  - (ii) pipelines or pipe lines that are the subject of an application under the Gas Distribution Act or the Pipe Line Act;
- (i) all causeways and multiple-span bridges;
- (j) all major highway projects involving either a significant length of new highway alignment or a major upgrading or widening of an existing highway resulting in a change in its intended use or classification;
- (k) all facilities for the commercial processing or treatment of timber resources other than fuelwood, except maple sugaries, shingle mills and sawmills producing less than one hundred thousand foot board measure annually;
- (l) all programs or commercial ventures involving the introduction into New Brunswick of plant or animal species which are not indigenous to New Brunswick;
- (m) all waste disposal facilities or systems;
- (m.1) all disposal, destruction, recycling, reprocessing or storage of waste that originates outside New Brunswick and all facilities or systems for the disposal, destruction, recycling, reprocessing or storage of such waste;
- (n) all sewage disposal or sewage treatment facilities, other than domestic, on-site facilities
- (o) all provincial or national parks;
- (p) all major recreational or tourism developments, including developments which consist of changing the use of land so that it is used for recreational or tourism purposes;
- (q) all ports, harbours, railroads or airports;
- (r) all projects involving the transfer of water between drainage basins;
- (s) all waterworks with a capacity greater than fifty cubic metres of water daily;
- (t) all major residential developments outside incorporated areas;
- (u) all enterprises, activities, projects, structures, works or programs affecting any unique, rare or endangered feature of the environment;
- (v) all enterprises, activities, projects, structures, works or programs affecting two hectares or more of bog, marsh, swamp or other wetland;
- (w) all facilities for the processing of radioactive materials.

# REGISTRATION GUIDE

Pursuant to Section 5 (2) of  
The Environmental Impact Assessment Regulation 87-83  
Clean Environment Act

## INTRODUCTION

This guide describes the information that must be submitted to the Sustainable Development, Planning & Impact Evaluation Branch, Department of Environment and Local Government in order to register an undertaking that is subject to New Brunswick's *Environmental Impact Assessment (EIA) Regulation*. The information is used by the Department to conduct a review of the undertaking with the assistance of the Technical Review Committee (TRC) and to prepare a recommendation to the Minister of Environment as to whether or not a Comprehensive Review is required.

The proponent must follow this guide in order to ensure that all the required information is provided. While it is acknowledged that final engineering details of a project will typically not be available at the time of project registration, full and accurate descriptions of the project location, proposed activities, the existing environment, potential impacts, and proposed mitigation are required as noted below. A preliminary site plan showing the location of the various project components relative to each other and relative to the environmental features of the site must also be provided. The Sustainable Development, Planning & Impact Evaluation Branch is committed to making every effort to complete the Determination Review (i.e. issue a Certificate of Determination or inform the proponent that a Comprehensive Review is required) within 90 to 120 days of the registration date for those registrations that are accompanied by complete and accurate documentation as outlined in this registration guide and in the sector specific guidelines described below (provided that the proponent responds promptly to the subsequent questions and concerns raised by the TRC).

**The Department considers all registration information that is not protected under the Right to Information Act to be public information. The proponent must therefore be prepared to make such information available to stakeholders, members of the public and First Nations on request. Additional information about the Right to Information Act is available at [http://www2.gnb.ca/content/gnb/en/services/services\\_renderer.200949.html](http://www2.gnb.ca/content/gnb/en/services/services_renderer.200949.html). Additional information about public involvement requirements for registered projects is provided in Section 6.0 of this Guide.**

## Sector-Specific Guidelines

Sector-specific supplements to this generic guide have been prepared by the Department and should be consulted by proponents as applicable. These supplements list information requirements for specific classes of undertakings **in addition to** the requirements listed below and are available from the Sustainable Development, Planning & Impact Evaluation Branch (see contact information on page 1 of this booklet).

## Pre-Submission Consultation

Prior to registering a project, it is advisable to discuss it with the Sustainable Development, Planning & Impact Evaluation Branch, Department of Environment and Local Government in order to: a) obtain advice and guidance on the registration submission and the review process, b) obtain information with respect to the possible timing and duration of the review and c) to provide the Branch with advance notice of the anticipated timing of the registration (see contact information on page 1 of this booklet). In some cases, pre-submission consultation with specific government agencies is strongly recommended. Details are provided in the appropriate sections of this Guide.

### Complete and Accurate Submissions

The Sustainable Development, Planning & Impact Evaluation Branch will review each submission for completeness and determine if the submission is adequate for project registration. Should information be lacking, the project will not be registered. The proponent will be notified of the deficiencies and will be given the opportunity to provide a revised submission.

The Sustainable Development, Planning & Impact Evaluation Branch has the ability to waive certain information requirements deemed not applicable (e.g. a reduced description of environmental features may be allowed for projects that will be located within an area of existing development as opposed to a "green field" site). Further to the above, if a proponent feels that any of the information requirements listed in this guide are not applicable for a particular project the proponent should clearly state that the requirement is not applicable and provide justification. It is advisable to discuss this with the Sustainable Development, Planning & Impact Evaluation Branch in advance of submission.

Any inaccurate or deficient information discovered after a project has been registered could result in delays in processing the registration and may ultimately result in the issuance of an order by the Minister directing the discontinuance of the undertaking. It is in the proponent's best interest to provide a complete and accurate submission.

Once the Sustainable Development, Planning & Impact Evaluation Branch has received a **complete** submission, the project will be registered and the registration will be circulated to the TRC for review and comment. As noted above, complete and accurate submissions and timely responses to requests for additional information will help ensure that the Department can complete the review within the target 90 to 120 day timeframe.

### Registration Fees

As of April 1, 2005 registration fees were introduced to cover a portion of the costs of administering the *Environmental Impact Assessment Regulation*. The required fee is non-refundable and must accompany the submission for project registration. Cheques should be made payable to the Minister of Finance for the Province of New Brunswick. The fee schedule is provided in the following table.

<b>Registration Category</b>	<b>Sector Description</b>	<b>One-time Fee</b>
<b>1</b>	<b>Paragraphs a, b, c, d, f, g, j, k, m, m.1, and w of schedule "A" of the Regulation</b>	<b>\$5,500</b>
<b>2</b>	<b>Paragraphs e, h, i, n, o, and q of schedule "A" of the Regulation</b>	<b>\$2,750</b>
<b>3</b>	<b>Paragraphs l, p, r, s, t, u, and v of schedule "A" of the Regulation</b>	<b>\$1,100</b>

Note that the following proponents are exempt from the above fees:

a) A municipality; b) a band or a council of a band as defined by the Indian Act (Canada); c) A Canadian charitable organization registered under the Income Tax Act (Canada); and d) An individual who proposes to carry out an undertaking for the purposes of constructing a residence, maintaining renovating or making additions to a residence, or carrying out landscaping or the construction of garages, swimming pools, ponds, or other major structures for domestic use located on a parcel of land upon which a residence is or will be located.

### **Additional Information**

After reviewing a registration submission, the TRC may require additional information. In such cases, the proponent will be notified in writing by the Department. It is the proponent's responsibility to ensure that the required information is provided in a timely manner unless alternative arrangements have been made with the Department. Failure to do so may cause the Department to close the project file and require that the registration process be restarted at the beginning.

### **Harmonization of Federal and Provincial EIA Requirements**

The Province of New Brunswick and the Government of Canada work co-operatively in the review of projects undergoing EIA. In preparing this Registration Guide and the above-mentioned Sector-Specific Guidelines, every effort has been made to ensure that the documentation submitted by the proponent will be suitable to address the EIA requirements of both levels of government.

## **GENERAL INFORMATION REQUIREMENTS**

The following is a suggested format for providing the information required to register an undertaking under the EIA Regulation. The information may be presented in a different format as long as the registration document is thorough and complete, and as long as the issues and items described below are addressed. If portions of the required information are contained in other documents, copies of the relevant sections of these documents must be included with the registration even if these documents have previously been submitted to the Department.

Proponents should read this entire guide along with any relevant sector-specific guidelines before commencing preparation of the registration document.

### **1.0 THE PROPONENT**

#### **(i) Name of Proponent:**

In the case of a joint venture, limited partnership, or other business venture between two or more corporate entities, the legal names of all parties to the project should be provided.

#### **(ii) Address of Proponent:**

#### **(iii) Chief Executive Officer:**

Name, official title and telephone number

#### **(iv) Principal Contact Person for purposes of Environmental Impact Assessment:**

Name, official title and telephone number

#### **(v) Property Ownership:**

Identify the property owner if different from the proponent. Note that if the proponent is not the owner of the land, the written consent of the landowner to submit the registration must be included with the registration, unless the proponent indicates that: a) the project is proceeding under a right of expropriation granted by legislation, or b) in the case of linear facilities (power transmission line, pipeline, highway, etc.) the proponent is still in the process of lease or purchase negotiations.

If the project will take place on or affect Crown Land (including Crown Reserve Roads, lands below the high-water mark and most lake and river beds) indicate the extent of the affected

Crown Land in the Registration document. A *Land Use Application* must be submitted to the Department of Natural Resources (DNR). As part of the registration, include an acknowledgement of the application from DNR and confirmation from DNR's Crown Lands Branch that the subject Crown Lands have no claims or commitments, and that the lands can be made available subject to final review and various terms and conditions. Note that for projects where alternative sites or corridors are being considered that are located on or affect Crown Land, the registration document must at a minimum demonstrate that consultation with Crown Lands Branch has been initiated. For additional information contact the Department of Natural Resources at 1-888-312-5600 or visit their website at <http://www.gnb.ca/0263/index-e.asp>

## 2.0 THE UNDERTAKING

### (i) Name of the Undertaking:

### (ii) Project Overview:

This should be a written description sufficiently complete to allow the Department of Environment and Local Government's project manager to readily identify the scope of the undertaking and to determine which agencies should participate on the project's Technical Review Committee (TRC).

Note: if the project is a modification, extension, abandonment, demolition or rehabilitation of a previously registered project, please contact the Sustainable Development, Planning and Impact Evaluation Branch to determine what information is required at the time of registration.

### (iii) Purpose/Rationale/Need for the Undertaking:

The market potential, benefit to society, economic benefits, job creation benefits, consumer and/or industrial demand, and other relevant issues that make the development of this project viable and desirable for the local and/or the New Brunswick economy should be outlined. If the project is being conducted to remedy a particular environmental problem, a detailed description of the problem and the proposed remedy should be provided.

This description should also include a discussion of the alternatives to the project that could fulfill the same goal. A consideration of the "do-nothing" approach and a description of its likely consequences should also be provided. The rationale for choosing the selected alternative should be clearly stated. Conversely, if there are no reasonable alternatives to the proposed project, this should be stated and justified in the registration document.

Under Sections (iv), (v), (vi), (vii), (viii), (ix) and (x) below, provide complete information concerning the selected alternative.

### (iv) Project Location:

A detailed description of the geographic location of the proposed site must be provided and must include the following elements:

- The precise location of the project including the parcel identification number (PID) as referenced by Service New Brunswick;
- The street address (if available), community name, parish, and county in which the project will be located;
- The latitude and longitude ;and
- A map showing the location of the site relative to existing features such as communities and residential areas, roads, railways, and airports should also be provided. A 1:50,000 scale map can be used as a base map. These maps are available from Service New Brunswick at 1-888-762-8600, or <http://www.snb.ca/e/1000/1010e.asp>.

In the case of modifications to existing facilities, a description of the location of the proposed modification relative to the current facility must also be provided.

**(v) Siting Considerations:**

Discuss the considerations that were taken into account in choosing the project location. In particular, provide a summary of the relevant siting or route selection criteria that were considered as part of the project site selection process, including but not limited to:

- The specific siting requirements of the proposed undertaking (availability of land, access to transportation, water supply, site gradients, special soils, desirable features, etc.);
- A brief discussion of the alternative locations considered during the route or site selection process, and the reasons why these alternative locations were rejected;
- A list of any ecological and cultural considerations that were taken into account as part of the project site selection and/or route selection (e.g. avoidance of sensitive natural features and sensitive land uses, etc.); \*
- Consultation with local planning authorities (where they exist). \*\*
- Consultation with The Department of Environment and Local Government regarding wetland issues (if applicable) \*\*\*
- Consultation with The Department of Environment and Local Government regarding coastal issues (if applicable) \*\*\*\*

\* In areas where a historical background study or the most current Archaeological Predictive Model indicates that archaeological resources may be present, the Regulator will require a Heritage Resource Impact Assessment (HRIA) to be conducted by a licensed professional archaeologist with the results submitted for review to the Project Executive – Archaeological Resources as soon as the assessment has been completed and can be reported on. Based on the results of the HRIA, Archaeological Services may recommend micro-siting of individual components of the development to minimize the potential impact to an important archaeological resource identified as a result of the HRIA. If the archaeological resource is extensive or of exceptional import, Archaeological Services may recommend either mitigation of the resource or avoidance of the area completely. The proponent is encouraged to conduct an HRIA early in the planning phase of the project to avoid areas of archaeological import and the issues arising from late identification of archaeological resources.

As pedestrian survey and manual subsurface testing are often required to assess the archaeological potential of a particular area, assessments must be carried out when the ground is thawed, the water table is at a reasonably low stand (for test locations where this is applicable) and preferably when there is a minimal amount of ground cover. All other recording standards and recommendations are included in the manual *Guidelines for Conducting Heritage Resource Impact Assessments in New Brunswick* (2009) available from Archaeological Services.

Built Heritage Resources generally include buildings, structures, sites and cultural landscapes. Impacts to Built Heritage Resources must be avoided or minimized. Protected provincial historic sites require permitting for any alterations, which must be obtained from the Department of Culture, Tourism and Healthy Living. Issuance of permits is based on maintenance of heritage value.

\*\* Registrations for projects taking place in areas with municipal or rural land-use plans or zoning by-laws in place must include a letter from the planning authority indicating that the project is in compliance with the plans and by-laws. **If a re-zoning is required, it must be completed prior to submission of the registration**, unless multiple locations for the project are still being considered (e.g. if alternative routes are still being considered for linear facilities such as highways, power lines, etc.). In the later case the registration must at a minimum demonstrate that consultation with the appropriate planning authority has been initiated. General information on land use plans and zoning bylaws is available at

<http://www.gnb.ca/0009/0369/0010/0005-e.pdf>. A list of contacts for specific municipalities is available at <http://www.gnb.ca/0370/0370/0006/0002-e.pdf>.

\*\*\* If the project will be located within 30 metres of a wetland, the registration must demonstrate that consultation with the Department of Environment and Local Government has been initiated. For wetlands in coastal areas, please contact the Director of the Sustainable Development, Planning & Impact Assessment Branch at (506) 444-4599. For wetlands in other areas of the province, please contact the Manager of the Surface Water Protection Section at (506) 444-5382. To obtain digital wetland data for New Brunswick, contact the Manager of the GIS Section, Information Services and Systems Branch, Department of Natural Resources, Fredericton, N.B. at (506) 453-5598. Appropriate fees will apply for accessing this data base.

\*\*\*\* If the project will be located within Zone A, or B as identified in [A Coastal Areas Protection Policy for New Brunswick](http://www.gnb.ca/0009/0371/0002/Coastal-E.pdf) (<http://www.gnb.ca/0009/0371/0002/Coastal-E.pdf>) the registration must demonstrate that consultation with the Integrated Environmental Planning Section of the Department of Environment and Local Government has been initiated. For additional information, please contact the Manager of the Surface Water Protection Section at (506) 444-5382.

**(vi) Physical Components and Dimensions of the Project:**

This description must include:

Drawings and Aerial Photographs:

- A preliminary site plan drawn to scale showing the location of the various physical components and infrastructure required for the project (see Additional Description, below), relative to each other and relative to the environmental features on and near the site (see Section 3.0 – DESCRIPTION OF THE EXISTING ENVIRONMENT) and showing the parcel identification numbers(s);
- A recent colour aerial photograph of the proposed location (available from Service New Brunswick at 1-888-762-8600, or <http://www.snb.ca/e/1000/1002e.asp>) showing the photo reference number and scale, and annotated with the site boundaries and the various project components and structures of the proposed development. (Note that the annotated air photo can serve as the preliminary site plan provided that all relevant information required for the site plan is clearly shown and the photo image is not obscured. Use of a transparent overlay or enclosing a second, unmarked version of the photo are methods of achieving this); and
- An artist's conceptual drawing of the completed project (if available).

Additional Description (may be indicated on the above mentioned Site Plan if appropriate):

- The dimensions (length) of the property lines of the subject property;
- The total area of the site;
- The total area of the portion of the site to be developed (if different from the above);
- A description of any required land acquisition (i.e. temporary or permanent easements, lease, rental or purchase of land);
- A description of all physical components and infrastructure (temporary or permanent) required for the project regardless of who will be responsible for its construction (e.g., buildings, storage facilities, pipelines, pump houses, temporary or permanent access roads, sewers, watermains, power transmission lines, transportation facilities (e.g. docks, parking areas, driveways, loading bays), other structures, etc.);
- The size(s) of the main project component(s), (e.g. length of roads, surface area of buildings);
- A description of any proposed external facility lighting (e.g. light standards for parking areas and roads, lighting on high structures such as smokestacks, antennas, towers, etc.);
- The estimated total area of new impervious surfaces (roof-tops, asphalt, etc.);

- A description of any set-backs or buffers that will be incorporated in the site design, including the set-backs between any proposed works and sensitive features (including but not limited to watercourses, wetlands, dwellings, etc.);
- A description of any off-site facilities and processes that will be affected by or required by the project, including any requirements for off-site land use (e.g. due to off-site processing, storage, shipping, etc.); and
- Details of the types of activities that may be directly associated with, or may occur as a result of, the undertaking (e.g. increased vehicular traffic, transportation of raw materials or completed products, etc.).

Note that all units used in the description (length, area, distance, etc.), must be consistent and should be metric if possible.

**(vii) Construction Details** (if applicable):

- Identify the approximate duration of the total construction period; if staged, please list the approximate order of each stage and its approximate duration (e.g. Step 1: access road construction, 2 days; Step 2: clearing and grubbing, 1 week; Step 3: grading, 1 week; Step 4: foundation construction and framing, 4 weeks; etc.);
- State the estimated hours of construction (e.g. 7 am to 5 pm, Monday to Saturday, etc.);
- List the anticipated equipment and construction procedures to be used to construct the major features of the project (e.g. excavation of trench using backhoe, placing of shoreline erosion protection using barge-mounted crane, blasting of bedrock, etc.);
- Identify the proposed date of first physical construction-related activity on site;
- Identify potential sources of pollutants during the construction period(s), including noise, airborne emissions, liquid effluents, hazardous materials, and solid waste materials;
- Indicate the ultimate fate of all wastes, emissions and effluents generated during construction, including their discharge/disposal locations if applicable;
- Provide details of how the site will be accessed, and how, where and when the access will be constructed and controlled (if required) including details of any required detours or other impacts on movements of vehicles and people;
- Provide details on clearing and grubbing activities and the fate of any merchantable timber and topsoil removed during these activities;
- Identify the origin of any required fill materials (rock fill, topsoil, granular materials etc.); and
- Provide a description of any construction/excavation/grading required in or near areas such as wetlands, watercourses, wildlife habitat, Environmentally Significant Areas, or other sensitive areas identified under Section 3.0 – DESCRIPTION OF THE EXISTING ENVIRONMENT (below).

**(viii) Operation and Maintenance Details:**

Provide the following information using maps, diagrams, tables, flow charts etc., as appropriate:

- Describe the key features of the operation, (i.e. all routine activities, processes, and operations, including any pollution control equipment, and including all anticipated routine maintenance requirements and activities, and their timing);
- State the estimated daily water use and the source of the water supply;
- State the design capacity of any pumps or pipelines for conveying water or product;
- Indicate the number of employees;
- Describe the proposed production capacity (if applicable);
- Identify the proposed mode of production (i.e. batch, continuous, seasonal, etc.), if applicable;
- Identify the estimated period of operation and number of shifts (e.g. 1 shift, 8 hours per day, 5 days per week);
- State the estimated life span of the project;

- If applicable, identify the total area of land to be disturbed annually during the life of the project (e.g. for peat extraction, quarrying, etc.);
- Provide a description of the type and quantity of all raw materials, intermediate products, and final products including waste products (i.e. airborne emissions, liquid effluents, hazardous materials, and solid waste materials);
- Provide a description of all storage locations for raw materials, intermediate products, finished products and wastes (e.g. storage tanks, bins, hoppers, storage yards, etc.);
- Describe the project's energy requirements and how the required power will be obtained or brought to the site (hydro transmission line, gas pipeline, generator, oil tanker truck, etc.);
- Describe the sources of all raw materials used during routine operations;
- Indicate the ultimate fate of all wastes, emissions and effluents including their discharge/disposal locations if applicable;

**(ix) Future Modifications, Extensions, or Abandonment:**

Note that any modification, extension, abandonment, demolition, or rehabilitation of a previously registered project will normally require a separate registration. To determine the information requirements for such registrations, please contact the Sustainable Development, Planning and Impact Evaluation Branch.

For some types of new projects, site closure or rehabilitation plans must be submitted at the time of project registration. Where applicable, this requirement is indicated in the appropriate sector-specific guidelines.

**(x) Project-Related Documents:**

Please provide:

- A list of all project-related documents already available;
- Copies of any reports on environmental work, (surveys, designs, investigations, etc.) already performed in relation to the project;
- If the subject property or undertaking is known to have been subject to a previous EIA registration, please provide details (project name, date(s), and Department of Environment and Local Government file number(s) if known);
- Copies of all relevant correspondence previously received from any municipal, provincial or federal government agency or department with respect to the proposal; and
- A list of any applications submitted to any government agency concurrently with the registration (See Section 7.0 APPROVAL OF THE UNDERTAKING).

### **3.0 DESCRIPTION OF THE EXISTING ENVIRONMENT**

This description must include all features that are found within the project location and/or are likely to be affected by the project, including those listed below. All mapable features should be shown on the preliminary site plan (See Section 2.0 (vi) -Physical Components and Dimensions of the Project, above). Photographs of key environmental features would also be useful. Some possible sources of information about environmental features are listed in Appendix "A" – Selected Resources.

If the project will result in the removal or alteration of a natural or biological feature, site-specific information must be obtained from field investigations conducted by appropriate specialists. For example, for projects that would result in the alteration of a watercourse, then the following information will be required:

- The name of the watercourse and its discharge location;
- The composition of the substrate;
- The presence / absence of fish (note that fish habitat survey forms required for field studies are available from the Regional Offices of the Department of Natural Resources);

- A description of the methods used to sample fish such as electro-seining, netting, timing of sampling (*needs DFO approval*);
- Identification of all commercial species that are found in or near the proposed activity; it is important to consider the timing of the sampling, with respect to fish lifecycles (spawning, migration, etc.);
- The seasonal usage by fish;
- The surrounding (shoreline) vegetation; and
- Any known existing water withdrawal and/or effluent discharges to the watercourse in the vicinity of the proposed project.

As another example, projects that are located where there is a reasonable expectation of occurrence of species listed under provincial and/or federal species at risk legislation would also require field studies to look for these species and, if found, to describe them and assess how they would be affected as a result of the development.

As a third example, the *New Brunswick Wetlands Conservation Policy* (July, 2002) prohibits most works within 30 metres of a Provincially Significant Wetland. Works within 30 meters of any other wetland greater than 1 hectare in size must be accompanied by a study prepared by a qualified professional assessing wetland functions and the potential for negative impacts.

**Since some of the above studies can only be completed at certain times of the year according to the natural feature being addressed, proponents should consider the implications for project scheduling and the timing of the registration submission. For further information on study requirements, consult the appropriate Sector-Specific Guidelines or contact Sustainable Development, Planning & Impact Assessment Branch.**

In all cases, the description of the existing environment should include:

**(i) Physical and Natural Features:**

- Site topography (maximum and minimum site elevation, and maximum and minimum gradients);
- General surface drainage regime (e.g. “the majority of the property drains toward the southwest”);
- Watercourses, rivers, streams, drainage ditches, and wetlands;
- Any adjacent watercourses or water bodies that have been classified according to the *Water Classification Regulation*;
- Coastal features including those protected under the *Coastal Areas Protection Policy*;
- Geological and hydrogeological features, and soils of the project location where these have the potential to affect or be affected by the project (e.g. where septic systems, waste disposal facilities, ponds, building foundations, significant excavations and re-grading, etc. are required);
- The presence of other adverse environmental conditions that could affect the project (e.g. acidic rock, areas prone to flooding or ice jams, and areas vulnerable to storm surges, etc.);
- All private or municipal wells, municipal wellfields, and protected watersheds (i.e. municipal surface water supplies) located within 500 metres of proposed activities;
- Existing ambient air quality (if currently impaired);
- Existing ambient noise levels (if existing background noise levels are currently affected by other activities);
- All Environmentally Significant Areas as identified by the New Brunswick Nature Trust within 500m of the subject property;
- The variety, extent, and species composition of the existing vegetation;
- The variety, extent, and significance of any fish or wildlife populations and/or habitat;
- Any known presence of species at risk (legally-listed species) or other species of conservation concern;

- The presence of potential habitat for species at risk, for sites where there is a reasonable expectation of occurrence of those species\*;
- Any known presence of critical habitat or other sensitive habitat (e.g. old growth forest); and
- The presence of other environmentally significant areas, including National Wildlife Areas, Migratory Bird Sanctuaries, game reserves, RAMSAR (wetlands of international significance) sites, Important Bird Areas (IBAs), Western Hemisphere Shorebird Reserve Network (WHSRN) sites, and designated critical habitats under the federal Species at Risk Act, etc.

\* Existing records and reports should not be considered exhaustive inventories of species in an area. The non-occurrence of a species cannot be inferred by its absence. Therefore, in addition to obtaining the available data records, organizations such as Atlantic Canada Conservation Data Centre (<http://www.accdc.com/>); the Species at Risk Act Registry (<http://www.sararegistry.gc.ca/>); the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) (<http://www.cosewic.gc.ca/index.htm>); the New Brunswick Museum (506) 643-2300 and local naturalist groups should also be consulted regarding the potential presence of wildlife at risk and regarding the design and conduct of surveys that may be needed to fill data gaps important to the assessment.

**(ii) Cultural Features:**

- List all federally, provincially, or locally recognized recreational sites or features, tourism features or attractions, tourism operations, cultural activities, hunting, fishing, gathering, reserves, traditional uses by First Nations, etc. on the subject property or adjacent lands; and
- List all federally, provincially, or locally recognized heritage and/or built heritage resources/areas (e.g. historic sites, historic buildings or structures, national or provincial parks, fossils, archaeological sites, etc.) on the subject property or adjacent lands.

**(iii) Existing and Historic Land Uses:**

- Provide a description of existing and previous uses of the subject property and adjacent lands, including a description of existing man-made features and activities (dwellings, other buildings, agricultural activities, commercial/industrial activities, pits/quarries, mines, wells, disposal sites, etc.);
- Provide a general description of the existing condition and use of the site (e.g. existing industrial facility, vacant forested land, residential property, vacant cleared land, agricultural land, etc.);
- Identify the ownership of properties abutting the proposed site; and
- Describe the type and extent of any known or suspected contamination resulting from previous uses of the subject property or adjacent properties.

#### **4.0 SUMMARY OF ENVIRONMENTAL IMPACTS**

For each project phase (i.e. Construction and Operation & Maintenance), identify the anticipated impacts (if any) on environmental features identified in the previous section. These should include impacts of the project on the environment (e.g. emissions to the atmosphere, etc.) and vice-versa (e.g. seasonal flooding, extreme events such as maximum precipitation, wind, and climate change scenarios that may be pertinent to long-term facilities, etc.). Consideration should be given to impacts that may result from any accidental events, malfunctions, etc. It is important to note that environmental impacts include reference to both socio-economic and bio-physical effects which could result from the project. Additional guidance is found in Appendix "B" – Sample List of Environmental Attributes.

As part of the response to this requirement, the anticipated impacts can be characterized in terms of compliance with relevant legislation, policies, and standards (for those impacts where legislation, policy and standards exist). For example answers can be provided to questions such as the following: will the proposed project: a) Result in the net-loss of wetland functions (federal policy on wetland conservation is aimed at achieving no-net loss goal), b) Result in the destruction of provincially

significant wetland (contrary to provincial wetlands conservation policy), c) Result in the deposit of a deleterious substance harmful to fish or migratory birds (prohibited by federal legislation), d) Emit effluent in excess of relevant provincial or federal legislation, e) Violate provisions contained in the *Clean Air Act*, *Clean Water Act*, *Clean Environment Act* or any relevant regulations made under these acts, f) Result in the loss of individuals of a threatened or endangered species listed by the federal *Species at Risk Act* (SARA), Committee on the Status of Endangered Wildlife in Canada (COSEWIC), or the *New Brunswick Endangered Species Act*, or damage or destruction of an individual residence or critical habitat (as defined by SARA), g) Compromise the conservation of a species of special concern listed by SARA or COSEWIC, listed as 'sensitive' or 'may be at risk' by the New Brunswick Department of Natural Resources, or listed as S1, S2 or S3 by the Atlantic Canada Conservation Data Centre (ACCDC), h) Result in the exceedance of Canada-Wide Standards or national ambient air quality objectives (published under CEPA), etc.

For further information on study requirements, consult the appropriate [Sector-Specific Guidelines](#) and contact the Sustainable Development, Planning and Impact Evaluation Branch.

## 5.0 SUMMARY OF PROPOSED MITIGATION

Describe the mitigation measures proposed to minimize the environmental impacts identified in the previous section. A wide variety of measures can be employed depending on the type of project and its physical setting. As part of the information submitted at the time of registration, the proponent will typically make a commitment to implement a required mitigation activity. Specific details are typically required later in the process (e.g. as a condition of Determination). In considering mitigation, primary attention should be directed to impact avoidance opportunities (e.g. pollution prevention), then to impact reduction measures, and finally to compensation if impacts are unavoidable. This approach can be best demonstrated by listing the proposed mitigation according to the above mentioned hierarchy. Examples of mitigation include but are not limited to the following:

- Environmental protection plans and protocols for specific activities (e.g. refuelling, herbicide applications, waste disposal) or for activities in certain sensitive locations (e.g. works near watercourses or wetlands);
- Erosion and sediment control plans;
- Stormwater management plans;
- Leak and spill prevention plans (e.g. addressing equipment maintenance, materials storage and handling, etc.);
- Contingency plans (e.g. spill notification and clean-up, evacuation, etc.);
- Access maintenance plans (e.g. traffic flow plans, detours etc.);
- Special design features incorporated into the project (e.g. buffer zones, set-backs, acoustical or visual barriers, fish passage structures, natural channel design, etc.);
- Pollution control equipment (e.g. effluent treatment, scrubbers, lagoons, electrostatic precipitators, etc.);
- Avoidance of sensitive areas (e.g. no development within the habitat of legally-listed species at risk, and investigation of alternatives for issues involving habitats of other species of conservation concern);
- Timing restrictions (e.g. no pile driving after 9 p.m., no in-stream works during fish spawning, no clearing during nesting/breeding season for migratory birds);
- Noise or vibration reduction plans (e.g. use of anti-vibration pads, duct silencers, etc.);
- Site specific environmental studies and surveys (e.g. rare plant surveys, habitat assessments, archaeological surveys, predictive modeling);
- Monitoring plans (pre-construction, during construction, or post-construction as applicable) aimed at verifying predicted impacts and confirming the effectiveness of mitigation measures;
- Environmental compliance measurement (e.g. auditing of compliance with environmental legislation and with site specific environmental protection plans);
- Use of inspectors (e.g. environmental, geotechnical, archaeological, etc.);
- Specification of qualifications of designers (e.g. tailing pond to be designed by a geotechnical engineer);
- Training plans (e.g. to ensure local employment); and

- Compensation (financial, implementation of protection or restoration efforts elsewhere, environmental education programs, etc.).

Note that if the proposed project is allowed to proceed, a condition will normally be attached requiring adherence to all obligations, commitments, monitoring, and mitigation measures presented in the registration document, as well as all those identified in subsequent correspondence during the determination review. A number of other conditions may also be identified. Typically, there will be a requirement that a summary table be prepared and submitted on a regular basis, detailing the status of each of the conditions attached to the permission to proceed.

## 6.0 PUBLIC INVOLVEMENT

**At the time of registration**, describe how public input has been or will be sought and considered in relation to the proposed project. Public involvement is a requirement for **all registered projects**. The definition of “public” includes all stakeholders (individuals, companies, agencies, organizations, interest groups, etc.) who may be affected by the project. It also includes those who may have local knowledge of the location of the proposed development that may assist in its siting or design. Where appropriate, consultation with First Nations is also required. **It is the proponent’s responsibility to design, implement, and document the public involvement program, and to provide documentation of the program and its results to the Department of Environment and Local Government.**

The overall goal of public involvement at the Registration stage of the EIA process is to ensure that those potentially affected by a project are aware of the Registration, are able to obtain additional information about the project, and are able to express any concerns they may have. While it is recognized that not all concerns can be addressed to the satisfaction of all parties, the proponent is expected to respond to the public in an open and forthright manner and resolve as many of their concerns as possible, while clearly identifying those which could not be resolved. A report documenting the public involvement process must be provided to the Department of Environment and Local Government and as part of the review process.

### Minimum Requirements

The minimum requirements for public involvement and a description of the contents of the required documentation are listed in Appendix “C” – Minimum Proponent Sponsored Public Involvement Standards for Registered Projects.

### Timing

The public involvement process is not intended to be open-ended. Public involvement activities must be completed and a report on public involvement activities must be submitted to Sustainable Development, Planning and Impact Evaluation Branch by the proponent within 60 days of project registration.

In order to meet this schedule, the proponent should make it clear to stakeholders and the general public that they must forward their comments to the proponent within 25 days of the date of an Open House (if one is held) or within 25 days of the date of the public notice of registration issued by the proponent.

In some situations, it may be desirable to initiate public involvement in advance of project registration. This will allow the incorporation of public input earlier in the project planning stage and enable the proponent to assess the degree of potential interest and concern related to the proposed project. A description of the public involvement program and its results could then be included in the Registration Document. Such a strategy may also serve to streamline the review process by addressing the public involvement requirements “up front”.

It is important to note that **a decision on the project's Certificate of Determination will not be issued until the public involvement program has been completed and the documentation has been received, reviewed, and approved by the Department.**

Where applicable, an on-going dialogue with stakeholders throughout the project life is encouraged (e.g. through the establishment of community liaison committees etc.). Such dialogue ensures that the proponent and public are aware of issues as they develop. In addition, it may form part of the mitigative measures for anticipated environmental impacts.

## 7.0 APPROVAL OF THE UNDERTAKING

List the main permits, licenses, approvals, and other forms of authorization required for the undertaking, together with the names of the authorities responsible for issuing them (e.g., federal government department, provincial government department, municipal council, etc.). These may include but are not limited to:

- Building permits from the local planning authority (<http://www.gnb.ca/0370/0370/0006/0002-e.pdf>);
- Watercourse and Wetland Alteration Permits issued by the Department of Environment and Local Government (DELG) under the *Watercourse and Wetland Alteration Regulation* of the *Clean Water Act* (<http://www.gnb.ca/0009/0373/0001/0004-e.asp>);
- Approvals to Construct and Approvals to Operate issued by DELG under the *Air Quality Regulation* of the *Clean Air Act* (506) 453-7945;
- Approvals to Construct and Approvals to Operate issued by DELG under the *Water Quality Regulation* of the *Clean Environment Act* (506) 453-7945;
- Petroleum Storage System Approvals issued by DELG under the *Petroleum Product Storage and Handling Regulation* of the *Clean Environment Act* (<http://www.gnb.ca/0009/0373/0001/0012-e.asp>);
- Water Supply Source Assessment approval by DELG under the *Water Quality Regulation* of the *Clean Environment Act* (506) 453-7945;
- Authorization from the Federal Department of Fisheries and Oceans under the *Fisheries Act* (<http://www.dfo-mpo.gc.ca/habitat/habitat-eng.htm>);
- Approval from Transport Canada under the *Navigable Waters Protection Act* (<http://www.tc.gc.ca/eng/marinesafety/oep-nwpp-menu-1978.htm>);
- Authorization from the Department of Natural Resources for all land uses planned on Crown land (<http://app.infoaa.7700.gnb.ca/gnb/pub/DetailOrgEng1.asp?OrgID1=608&DeptID1=60>, or call (506) 453-2684);
- Approval for disposal at sea from Environment Canada under Section 127(1) of the *Canadian Environmental Protection Act 1999*. (<http://www.ec.gc.ca/lcpe-cepa/eng/permits/DisposalAtSea.cfm>) (The requirement for such an approval triggers the need for an EA under CEAA);
- Approval for explosives storage from Natural Resources Canada under Section 7(1)(a) of the *Explosives Act* (<http://www.nrcan-rncan.gc.ca/mms-smm/expl-expl/index-eng.htm>); and
- All other required permits, approvals, and licenses.

If the project is a modification, extension, or rehabilitation of a project that was previously registered under the EIA Regulation and received a previous Certificate of Determination or a previous EIA approval, review and summarize all resultant EIA conditions and indicate which of these, if any, would require amendments.

## 8.0 FUNDING

If applications for a grant or loan of capital funds from a government agency (federal, provincial, or otherwise) have been or will be submitted, please state the name and address of the department or agency from which the funds have been or will be requested.

## 9.0 SIGNATURE

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Date

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Signature of Chief  
Executive Officer

## 10.0 SUBMISSION INSTRUCTIONS

**Complete electronic copies of registration documents (CD or E-mail) are preferred.** (Note that 6 hard (paper) copies of the complete submission must also be provided). Any maps, plans, documents, or drawings submitted electronically should either be in PDF format or be readable by standard word processing software. Electronic submissions are subject to the following restrictions: a) no zipped files, b) no executable (\*.exe) files. Anti-virus filters on the government server will not allow such files to be sent or received. Other restrictions to E-mail attachments may be applied from time to time.

Alternatively, twenty (20) hard copies or CDs of the registration (including all maps, plans, surveys, reports, etc.) can be mailed or delivered to the Director, Sustainable Development, Planning & Impact Evaluation Branch.

In either case, if GIS data was used to create any of the maps or drawings included in the submission, please include the digital data file(s) with the submission (e.g. Shapefile, Coverage or DXF format), in addition to the PDF or word processing files.

The appropriate fee as described on page (ii) of this document must accompany the registration.

### **Address for hand delivery, or courier:**

Director, Sustainable Development, Planning & Impact Evaluation Branch  
Department of Environment and Local Government  
20 McGloin Street, 3rd Floor  
Fredericton, NB E3B 5H1

### **Mailing Address:**

Sustainable Development, Planning & Impact Evaluation Branch  
Department of Environment and Local Government  
20 McGloin Street  
PO Box 6000  
Fredericton, NB E3B 5H1

Telephone: (506) 444-5382, Fax: (506) 453-2627

E-mail: eia-eie@gnb.ca

## APPENDIX A

### Selected Resources

The following is a guide only and is not intended to be an exhaustive or a prescriptive list. The proponent is responsible for identifying and utilizing the most relevant resources. Where necessary, information from secondary sources such as those listed below must be supplemented by detailed site specific studies prepared by qualified professionals. In addition, local residents and naturalist groups may represent valuable sources of information.

Electronic versions of all New Brunswick acts and regulations are available online at <http://www.gnb.ca/0062/acts/index-e.asp>

Various Regulations, Guidelines and Codes of Practice administered by Environment Canada under the *Canadian Environmental Protection Act*, including many of these listed below are available at <http://www.ec.gc.ca/CEPARRegistry/default.cfm>

#### Aerial Photographs and Maps

Aerial Photographs – Service New Brunswick – (1-888-762-8600, or <http://www.snb.ca/e/1000/1002e.asp>)

Maps – Service New Brunswick – (1-888-762-8600, or <http://www.snb.ca/e/1000/1010e.asp>)

#### Aquaculture

Interim Guide to the Application of Section 35 of the *Fisheries Act* to Salmonid Cage Aquaculture Developments (<http://www.dfo-mpo.gc.ca/aquaculture/ref/AAPAS35-eng.htm>)

See also the resources listed in the Sector-specific Guideline: Additional Information Requirements for Aquaculture Facilities

#### Aquatic Habitat

Fisheries & Oceans Canada, Habitat Management Division (1-800-465-7735, 902-426-3550 (Maritimes).

*Fisheries Act*, Habitat Protection and Pollution Prevention Provisions, Compliance and Enforcement Policy (<http://www.ec.gc.ca/alef-ewe/default.asp?lang=En&n=D6B74D58-1>).

Fish Habitat and the *Fisheries Act* (<http://laws.justice.gc.ca/eng/F-14/index.html>).

Fisheries and Oceans Canada. Policy for the Management of Fish Habitat - 1986. (<http://www.dfo-mpo.gc.ca/habitat/role/141/1415/14155/fhm-policy/index-eng.asp>)

A Decision Framework for the Determination and Authorization of Harmful Alteration, Disruption or Destruction of Fish Habitat, Fisheries and Oceans Canada, Habitat Management Branch, 1998 (<http://www.dfo-mpo.gc.ca/Library/231028.pdf>).

Guide to the Preparation of Fish Habitat Evaluation Reports for Sewage Related Projects. Fisheries and Oceans Canada, 1994.

Guidelines for the Use of Explosives In or Near Canadian Waters (<http://www.dfo-mpo.gc.ca/Library/232046.pdf>)

Guidelines for the Protection of Fish and Fish Habitat, the Placement and Design of Large Complex Culverts. Department of Fisheries and Oceans, Maritimes Region, 1998.

Habitat Conservation and Protection Guidelines, Fisheries and Oceans Canada, 1998  
(<http://www.dfo-mpo.gc.ca/Library/240756.htm>)

New Brunswick Department of Natural Resources, Fish & Wildlife Branch  
([http://www2.gnb.ca/content/gnb/en/contacts/dept\\_renderer.604.610.675.html](http://www2.gnb.ca/content/gnb/en/contacts/dept_renderer.604.610.675.html)).

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Scott, W.B. and E.J. Crossman. 1973. Freshwater Fishes of Canada. Fisheries Research Board of Canada, Ottawa.  
Archaeological and Heritage Resources (<http://www.gnb.ca/0131/archaeology/index-e.asp>)

Culture and Sport Secretariat (ASHB). 2004. Guide to Heritage Resource Impact Assessment in New Brunswick – New Brunswick Manuscripts in Archaeology 35.

### **Atmospheric Environment**

Canadian National Ambient Air Quality Objectives (<http://www.hc-sc.gc.ca/ewh-semt/pubs/air/naaqo-onqaa/index-eng.php>)

Canada-Wide Standards for air emissions (<http://www.hc-sc.gc.ca/ewh-semt/air/out-ext/reg-eng.php> )

Environment Canada's National Climate Archive: (<http://climate.weatheroffice.ec.gc.ca/> ).

Environment Canada, National Air Pollution Surveillance (NAPS) Network annual summaries.  
(<http://www.ec.gc.ca/rnsps-naps/Default.asp?lang=En&n=5C0D33CF-1>)

Environment Canada's local forecast (<http://www.weatheroffice.ec.gc.ca>)

New Brunswick Department of the Environment. 1993. A Clean Air Strategy for New Brunswick.

### **Biodiversity**

Canadian Environmental Assessment Agency and Biodiversity Convention Office. 1996. A Guide on Biodiversity and Environmental Assessment.  
(<http://www.ceaa-acee.gc.ca/default.asp?lang=En&n=7392AC38-1>)

Climadapt 2003. Incorporating Climate Change into the Environmental Impact Assessment Process  
([http://www.iaia.org/IAIA-Climate-Symposium-DC/documents/Canada\\_ClimateChangeGuide.pdf](http://www.iaia.org/IAIA-Climate-Symposium-DC/documents/Canada_ClimateChangeGuide.pdf)).

Federal-Provincial-Territorial Committee on Climate Change and Environmental Assessment. 2003. Incorporating Climate Change Considerations in Environmental Assessment: General Guidance for Practitioners. (<http://www.ceaa.gc.ca/default.asp?lang=En&n=A41F45C5-1&offset=3&toc=show>)

### **Coastal Areas**

Coastal Areas Protection Policy for New Brunswick (<http://www.gnb.ca/0009/0371/0002/Coastal-E.pdf>)

### **Contaminated Sites**

Application for Property-based Environmental Information  
(<https://www.pxw1.snb.ca/snb9000/product.aspx?productid=A001P390009&SMLOCALE=US-EN&l=e>).

Cleaning up Contaminated Sites (<http://www.atlanticrbca.com/eng/right.html>)

Guidelines and Codes of Practice

(<http://www.ec.gc.ca/CEPARRegistry/guidelines/Guidelines.cfm#ContaminatedSites>)

### **Dams and Impoundments**

Canadian Dam Association, 1999. Canadian Dam Safety Guidelines

([http://www.cda.ca/cda\\_new\\_en/main%20index.html](http://www.cda.ca/cda_new_en/main%20index.html))

### **Energy Policy**

NB Power, White Paper, New Brunswick Energy Policy (<http://www.gnb.ca/0085/toc.htm>)

### **Environmental Emergencies**

Canadian Standards Association publication Emergency Planning for Industry CAN/CSA-Z731-95

([http://www.techstreet.com/standards/CAN\\_CSA/Z731\\_03?product\\_id=1270242](http://www.techstreet.com/standards/CAN_CSA/Z731_03?product_id=1270242)).

Environmental Emergency (E2) Regulations under Section 200 of CEPA 1999 (<http://www.ec.gc.ca/ee-ue>).

### **Environmental Impact Assessment**

Federal Process – Canadian Environmental Assessment Act

(<http://www.ceaa.gc.ca/default.asp?lang=En&n=5BDC800F-1>) and Canadian Environmental Assessment Agency (<http://www.ceaa-acee.gc.ca/default.asp?lang=En&n=D75FB358-1>)

Canadian Environment Assessment Agency, October 1998. Addressing "Need for", "Purpose of" "Alternatives to" and "Alternative Means" under the *Canadian Environmental Assessment Act* ([http://www.ceaa.gc.ca/013/0002/addressing\\_e.htm](http://www.ceaa.gc.ca/013/0002/addressing_e.htm))

Provincial Process – Environmental Impact Assessment Regulation of the Clean Environment Act (<http://www.gnb.ca/0009/0377/0002/index-e.asp>)

### **Environmentally Significant Areas in New Brunswick**

New Brunswick Department of Environment and Local Government and the Nature Trust of New Brunswick, Environmentally Significant Areas Database. Nature Trust of New Brunswick (506-457-4846) or Sustainable Development, Planning & Impact Evaluation Branch, Department of the Environment and Local Government (506-453-2862)

Dionne, Leo A., Dorothy M. Farmer, C. Mary Young. 1998. Critical Natural Areas in New Brunswick. New Horizons Critical Natural Area Committee, Fredericton, New Brunswick.

Parks Canada National Program ([http://www.pc.gc.ca/progs/np-pn/index\\_e.asp](http://www.pc.gc.ca/progs/np-pn/index_e.asp)).

RAMSAR Sites of Atlantic Canada ([http://www.ramsar.org/pdf/wurc/wurc\\_canada\\_survey\\_2007.pdf](http://www.ramsar.org/pdf/wurc/wurc_canada_survey_2007.pdf)).

List of Ramsar Wetlands of International Importance (<http://www.ramsar.org/pdf/sitelist.pdf>)

Western Hemispheric Shorebird Reserve Network (WHSRN) sites (<http://www.whsrn.org/western-hemisphere-shorebird-reserve-network>).

Birdlife International, Bird Studies Canada and Canadian Nature Federation. Important Bird Areas of Canada. (<http://www.ibacanada.com/>).

Environment Canada's Protected Areas Network (<http://www.hww.ca/hww2.asp?pid=0&id=231&cid=4>).

## **Federal Environmental Legislation**

Environment Canada. Acts, Regulations and Agreements  
(<http://www.ec.gc.ca/default.asp?lang=En&n=48D356C1-1>)

## **Geology and Soils**

Agriculture Canada, 1992. Water erosion risk, Maritime Provinces. Canada Soil Inventory, Centre for Land and Biological Resources Research, Research Branch, Agriculture Canada. Contribution Number 91-10.

Agriculture Canada, 1989. Soil Landscapes of Canada, Maritime Provinces. Canada Soil Inventory, Centre for Land and Biological Resources Research, Research Branch, Agriculture Canada. Contribution Number 87-18. Anonymous. 1987. Atlas of granular aggregate resources. Energy Mines and Resources Canada. 90 pp.

Canadian Sediment Quality Guidelines for the Protection of Aquatic Life  
(<http://www.ec.gc.ca/CEPARRegistry/guidelines/Guidelines.cfm>)

Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health  
(<http://www.ec.gc.ca/CEPARRegistry/guidelines/Guidelines.cfm>).

Colpitts M.C., Fahmy, S.H., MacDougall, J.E., Tom, T.M., McInnis, B.G., Zelazny, V.F., 1995. Forest Soils of New Brunswick. New Brunswick Department of Natural Resources and Agriculture Canada.

Environment Canada. 1971. Canada Land Inventory, Soil Capability for Agriculture, Produced by Environment Canada but now held as intellectual property by National Archives of Canada.

New Brunswick Department of Natural Resources. 2000. Bedrock Geology of New Brunswick. Minerals and Energy Division. Map NR1 (2000 Edition). Scale 1:500 000.

Rampton V.N., Gauthier, R.C., Thibault, J., Seaman, A.A., 1984. Quaternary Geology of New Brunswick, Geological Survey of Canada, Memoir 416.

## **Groundwater and Surface Water Quality and Quantity**

Canadian Water Quality Guidelines for the Protection of Aquatic Life  
(<http://www.ec.gc.ca/CEPARRegistry/guidelines/Guidelines.cfm>)

Environment Canada. Flood Damage Reduction Program, New Brunswick (<http://www.ec.gc.ca/eau-water/default.asp?lang=En&n=B5349463-1>)

Environment Canada. 1989. Historical Overview of Water Quality in New Brunswick 1961 -1979. Inland Waters Directorate, Atlantic Region.

Environment Canada. 1986. Atlantic Provinces: Active Hydrometric Stations Reference Index. Inland Waters Directorate, Atlantic Region.

Health Canada 1996. Canadian Water Quality Guidelines. Canadian Council of Resource and Environment Ministers, April 1996.

New Brunswick's Wellfield Protection Program (<http://www.gnb.ca/0009/0371/0001/Wellfield-E.pdf>)  
New Brunswick Department of Environment and Local Government. 2004. Guidelines to the Water Supply Source Assessment Process (<http://www.gnb.ca/0009/0021-e.pdf>).

Understanding the Law: A Guide to New Brunswick's Watershed Protected Area Designation Order (<http://www.gnb.ca/0009/0371/0004/watershed-e.pdf>)

## **Hazardous Waste**

The National Fire Code of Canada and the National Building Code of Canada (for the design, construction and maintenance of a hazardous materials/wastes storage area). ([http://www.nationalcodes.ca/nbc/index\\_e.shtml](http://www.nationalcodes.ca/nbc/index_e.shtml))

The Transportation of Dangerous Goods Regulations (handling, offering for transport or transporting of dangerous goods, and any documentation pertaining to the transportation of such goods). For information consult <http://www.tc.gc.ca/eng/tdg/clear-tofc-211.htm> or contact Transport Canada (Moncton Office) at 1-800-387-4999.

The Interprovincial Movement of Hazardous Waste Regulations (IMHWR) [2002] pursuant to CEPA 1999 should be consulted if hazardous wastes are to be shipped for disposal or recycling to another province. If the waste materials are to be shipped for disposal or recycling outside Canada, the Export and Import of Hazardous Waste and Hazardous Recyclable Material Regulations (SOR/2005-149) would be applicable. Visit: <http://www.ec.gc.ca/ceparegistry/regulations/detailReg.cfm?intReg=84>

## **Highway Construction**

New Brunswick Department of Transportation. 1998. Environmental Protection Plan. (<http://www.gnb.ca/0113/envpp/dotEnvPp.PDF>)

## **Migratory Birds**

Alsop, F.J. III. 2001. Birds of North America: Eastern Region. DK Publishing Inc. NY, NY, USA.

Atlantic Canada Conservation Data Centre (<http://www.accdc.com/> or 506-364-2657)

Baich, P.J. and Harrison, C.J.O. 1997. A Guide to the Nests, Eggs, and Nestlings of North American Birds. Academic Press, California.

Birdlife International, Bird Studies Canada and Canadian Nature Federation. Important Bird Areas of Canada. (<http://www.ibacanada.com>).

Environment Canada. 1998. Environmental Assessment Guideline for Forest Habitat of Migratory Birds. (<http://www.ec.gc.ca/Publications/default.asp?lang=En&xml=EE79D1F4-BBF9-4FBF-8278-B907877E9CA3>).

Environment Canada, 2009. A Framework for the Scientific Assessment of Potential Project Impacts on Birds. ([http://publications.gc.ca/collections/collection\\_2010/ec/CW69-5-508-eng.pdf](http://publications.gc.ca/collections/collection_2010/ec/CW69-5-508-eng.pdf)).

Environment Canada. 1998. Migratory Birds Environmental Assessment Guideline (<http://www.ec.gc.ca/Publications/default.asp?lang=En&xml=890F4558-807A-4010-96A9-A3CC9CE34CC8>).

Erskine, A.J. 1992. Atlas of Breeding Birds of the Maritime Provinces. The Province of Nova Scotia ([http://www.gov.ns.ca/snsmr/publications/product.asp?numRecordPosition=2&P\\_ID=3872&strPageHistory=&strKeywords=&SearchFor=&PT\\_ID=2883](http://www.gov.ns.ca/snsmr/publications/product.asp?numRecordPosition=2&P_ID=3872&strPageHistory=&strKeywords=&SearchFor=&PT_ID=2883))

Maritimes Breeding Bird Atlas (<http://www.mba-aom.ca/>).

Morrison, M.I. 1972. Bird Abundance in Forest managed for timber and wildlife resources. *Biol. Conservation* 60:127-134.

Nature Counts (<http://www.birdscanada.org/birdmon/default/searchquery.jsp>).

North American Waterfowl Management Plans (<http://www.nawmp.ca/>)

### **Mining and Mineral Extraction**

Provincial Land Use Policy – Pits and Quarries (New Brunswick Department of the Environment and Local Government (February, 2000)

### **Navigable Waters**

Navigable Waters Protection Program (<http://www.tc.gc.ca/eng/marinesafety/oep-nwpp-menu-1978.htm>).

### **Pollution Prevention**

Various Environment Canada documents are available at (<http://www.ec.gc.ca/p2>)

### **Road Salt**

Synthesis of Best Practices Road Salt Management  
(<http://www.tac-atc.ca/english/resourcecentre/readingroom/pdf/roadsalt-1.pdf>)

Environment Canada. 2004. Code of Practice for Environmental Management of Road Salts.  
(<http://www.ec.gc.ca/nopp/roadsalt/en/index.cfm>)

New Brunswick Department of Environment and Local Government. Salt Storage Guideline  
(<http://www.gnb.ca/0009/0373/0001/0016-e.asp>)

### **Species at Risk**

*New Brunswick Endangered Species Act* (<http://www.gnb.ca/0062/acts/acts-e.asp>) and associated regulations  
(<http://www.gnb.ca/0062/regse-9-101reg.htm>)

*Species at Risk Act* (SARA) ([http://www.sararegistry.gc.ca/default\\_e.cfm](http://www.sararegistry.gc.ca/default_e.cfm)) Canadian Wildlife Service, Atlantic Region (506-364-5044 or [nature@ec.gc.ca](mailto:nature@ec.gc.ca))

New Brunswick Department of Natural Resources, Fish & Wildlife Branch (506-453-2440)  
([http://www2.gnb.ca/content/gnb/en/contacts/dept\\_renderer.604.610.675.html](http://www2.gnb.ca/content/gnb/en/contacts/dept_renderer.604.610.675.html))

Lynch-Stewart, Pauline. 2004. Environmental Assessment Best Practice Guide for Wildlife at Risk in Canada. Prepared for the Canadian Wildlife Service of Environment Canada. (Available upon request from [http://www.sararegistry.gc.ca/default\\_e.cfm](http://www.sararegistry.gc.ca/default_e.cfm))

### **Species of Conservation Concern**

Atlantic Canada Conservation Data Centre (<http://www.accdc.com/> or 506-364-2657)

Canadian Wildlife Service (506-364-5044 or [nature@ec.gc.ca](mailto:nature@ec.gc.ca)) ([http://www.sararegistry.gc.ca/default\\_e.cfm](http://www.sararegistry.gc.ca/default_e.cfm)).

Committee on the Status of Endangered Wildlife in Canada (COSEWIC) lists, species status reports and recovery plans ([http://www.cosewic.gc.ca/eng/sct5/index\\_e.cfm](http://www.cosewic.gc.ca/eng/sct5/index_e.cfm)).

Department of Natural Resources. The General Status of Wildlife in New Brunswick  
(<http://www.gnb.ca/0078/wildlifestatus/index-e.asp>)

Hinds, H.R. 2000. Flora of New Brunswick. Second Edition. Biology Department, University of New Brunswick.

New Brunswick Department of Natural Resources, Fish & Wildlife Branch (506-453-2440)  
(<http://www.gnb.ca/0078/index-e.asp>)

New Brunswick Museum (<http://www.nbm-mnb.ca/>)

### **Subdivisions and Building Construction**

Community Planning Act (<http://www.gnb.ca/0062/acts/acts/c-12.htm>)

Provincial Building Regulation (<http://www.gnb.ca/0009/NBBR-E.pdf>).

Provincial Subdivision Regulation. (<http://www.gnb.ca/0062/regs/80-159.htm>)

Provincial Mobile Home Parks and Sites Regulation (<http://www.gnb.ca/0062/regs/84-291.htm>).

Provincial Set-back Regulation (<http://www.gnb.ca/0062/regs/84-292.htm>).

Flood Risk Area By-law - See Section 41.1 of Community Planning Act

Subdivision By-law – See Section 42 of Community Planning Act

### **Waste Disposal and Wastewater Treatment**

Atlantic Canada Wastewater Guidelines Manual for Collection, Treatment and Disposal. 2006.  
<http://www.gov.ns.ca/nse/water/docs/AtlCanStdGuideSewage.pdf>

New Brunswick Department of Environment and Local Government. 2002. Guidelines for the Siting and Operation of a Construction and Demolition Debris Disposal Site. (<http://www.gnb.ca/0009/0373/0001/0003-e.pdf>)

New Brunswick Department of Environment and Local Government. 2002. Clean Fill Guidelines (please contact the Impact Management Branch, Department of Environment at (506) 453-7945).

New Brunswick Department of Environment and Local Government. 2002. Guideline for the Siting and Operation of a Dredging Material Disposal Site on Land (<http://www.gnb.ca/0009/0024-e.pdf>)

New Brunswick Department of Environment. 1998. Guidelines for the Site Selection, Operation and Approval of Composting Facilities in New Brunswick (<http://www.gnb.ca/0009/0373/0001/0007-e.asp>).

New Brunswick Department of Environment. 1996. Guidelines for Issuing Certificates of Approval for the Utilization of Wastes as Soil Additives (please contact the Impact Management Branch, Department of Environment at (506) 453-7945).

New Brunswick Department of Environment. 1993. Site Selection Guidelines for Municipal and Industrial Sanitary Landfills (please contact the Impact Management Branch, Department of Environment at (506) 453-7945).

New Brunswick Department of Environment and Local Government. Guidelines for the Siting and Operation of a Class 1 Land Reclamation Site Utilizing Construction and Demolition Debris. (<http://www.gnb.ca/0009/0373/0001/0003-e.pdf>)

New Brunswick Department of Environment and Local Government. Guidelines for the Siting and Operation of a Class 2 Land Reclamation Site Utilizing Construction and Demolition Debris from the Demolition of a Residential or Small Commercial Building. (<http://www.gnb.ca/0009/0373/0001/0004-e.pdf>)

## Water Supply

Guidelines to the Water Supply Source Assessment. 2004. State of the Environment Branch, Department of the Environment and Local Government (<http://www.gnb.ca/0009/0021-e.pdf>)

## Watercourses and Wetlands

To obtain digital wetland data for New Brunswick, contact the Manager, GIS Section, Information Services and Systems Branch, Department of Natural Resources, Fredericton, N.B. at (506) 453-5598. Appropriate fees will apply for accessing this data base.

Watercourse Alteration Technical Guidelines (<http://www.gnb.ca/0009/0371/0005/0001-e.pdf>)

Guide to Water Classification Regulation (<http://www.gnb.ca/0009/0371/0003/waterclass-e.pdf>)

New Brunswick Wetlands Conservation Policy, 2002 (<http://www.gnb.ca/0078/publications/wetlands.pdf>)

New Brunswick Department of Environment. 2011. Wetlands (<http://www.gnb.ca/0009/Wetlands/index-e.asp>)

GeoNB Map Viewer. 2011. (<http://geonb.snb.ca/geonb/>)

Ducks Unlimited, Atlantic Region (506-458-8848).

Environment Canada, 1998. Wetlands Environmental Assessment Guideline (<http://www.ec.gc.ca/Publications/default.asp?lang=En&xml=0D3880BC-9519-4FF9-A294-DCAF9E54C8B2>).

Environment Canada. 1991. The Federal Policy on Wetland Conservation. Government of Canada. 14 pp. (<http://dsp-psd.communication.gc.ca/Collection/CW66-116-1991E.pdf>)

Environment Canada. 1988. Wetlands of Canada. Ecological Land Classification Series, No. 24. National Wetland Working Group, Canadian Wildlife Service, Environment Canada.

Environment Canada. 1987. New Brunswick Wetlands Atlas. Wetlands Protection Mapping Program. Canadian Wildlife Service Atlantic Region.

Environment Canada. 1986. Atlantic Provinces: Active Hydrometric Stations Reference Index. Inland Waters Directorate, Atlantic Region.

The Federal Policy on Wetland Conservation Implementation Guide for Federal Land Managers (<http://dsp-psd.communication.gc.ca/Collection/CW66-145-1996E.pdf>).

North American Wetlands Conservation Council (Canada) (NAWCCC) *No Net Loss* implementation guide (<http://www.wetlandscanada.org/No%20Net%20Loss%201992-2.pdf>)

North American Wetlands Conservation Council (Canada) (NAWCCC) Wetland Mitigation in Canada: A Framework for Application (<http://www.wetlandscanada.org/Wetland%20Mitigation%202000-1.pdf>)

New Brunswick Department of Natural Resources. Provincial Wetlands Inventory (available from the Manager, GIS Section, Information Services and Systems Branch, Department of Natural Resources, Fredericton, N.B. at (506) 453-5598. Appropriate fees will apply for accessing this data base).

Management of Canadian RAMSAR Sites. 1994. (<http://www.wetlandscanada.org/Management%20of%20Can%20Ramar.pdf>)

Wetkit: Tools for Working with Wetlands in Canada (<http://www.wetkit.net/modules/1/>).

Wetlands of the Maritime Provinces: Revised Documentation for the Wetlands Inventory (1996).

Wetland Ecological Functions Assessment: An Overview of Approaches. 2008. ([http://dsp-psd.pwgsc.gc.ca/collection\\_2010/ec/CW69-5-497-eng.pdf](http://dsp-psd.pwgsc.gc.ca/collection_2010/ec/CW69-5-497-eng.pdf))

## APPENDIX B

### Sample List of Environmental Attributes

Does the project or related activities (including construction, operation and maintenance) have the potential to affect or be affected by any of the following environmental attributes? If so, then describe the impact and the proposed mitigation. Note: the following is a guide only and is not intended to be an exhaustive or a prescriptive list.

#### Air Quality

- Particulate/smoke
- Dust
- Odours/Fumes
- Visibility
- Primary Chemical loadings (NO<sub>x</sub>, SO<sub>x</sub> etc.)
- Secondary Chemical loadings (e.g. Photochemical smog)
- Greenhouse Gasses

#### Biology and Ecology (Aquatic)

- Deep Sea Marine Habitat (Seasonal and Permanent)
- Inshore Marine Habitat (Seasonal and Permanent)
- Inter-tidal Marine Habitat (Seasonal and Permanent)
- Lacustrine Habitat (Seasonal and Permanent)
- Fluvial Habitat (Seasonal and Permanent)
- Wetland Habitat (Seasonal and Permanent)
- Spawning, feeding breeding sites
- Populations/communities of aquatic species (including flora, fish, birds, marine mammals, etc.)
- Species diversity and variety
- Species at risk and other species of conservation concern
- Migration Routes/movement corridors
- Aquaculture
- Sports Fisheries
- Commercial Fisheries
- Subsistence Fisheries
- Native (Cultural) Fisheries

#### Biology and Ecology (Terrestrial)

- Natural Vegetative Cover/Vegetation communities
- Virgin/old growth timber stands
- Farmland/crops/domestic livestock/orchards
- Agricultural capability
- Migration routes/movement corridors
- Temporary (seasonal) habitat
- Permanent habitat
- Nesting Breeding feeding sites
- Size and distribution of populations/communities (animals, birds reptiles, amphibians, insects)
- Species at risk and other species of conservation concern
- Species diversity and variety
- Sport, recreational, commercial, subsistence hunting/trapping/gathering

### **Physical (Climate/Atmosphere)**

- Macro-climate
- Micro-climate
- Temperature
- Humidity
- Wind Patterns/ Air circulation
- Precipitation patterns
- Fog
- Thermal inversions
- High level ozone (ozone layer)
- Shadow effects/sun blockages
- Noise or Vibration

### **Physical (Geology)**

- Aggregate or Mineral resource potential
- Rock Pressure
- Geochemistry (e.g. acid rock drainage etc.)

### **Physical (Geomorphology)**

- Landforms, Topography
- Soil Erosion
- Soil Permeability
- Total Site Imperviousness
- Ground transmitted noise/vibration
- Soil Bearing Capacity/Settling/Liquefaction
- Slope Stability/Earth slides/Rock Slides/Slumps
- Aggregate or mineral resource potential
- Soil Fertility
- Soil Moisture/Drainage

### **Physical (Groundwater)**

- Quantity (aquifer yields etc.)
- Quality (e.g. Salinity, nitrates, toxic substances)
- Base flow to streams/springs/seepages
- Depth to Water Table (mounding, draw down, etc.)
- Flow Direction
- Recharge areas
- Domestic/Municipal/Industrial/Agricultural Supplies

### **Physical (Surface Water)**

- Quantity of flowing and standing water (rivers, lakes, and streams)
- Quality of water (Temperature, BOD, Dissolved Oxygen, Bacteria, Turbidity (suspended solids, sediments), nutrients, pH, pesticides, chlorinated organics, trace metals, hydrocarbons, Misc. toxics, salinity, taste, odour, floating debris)
- Tidal patterns and ranges
- Quantity and quality of wetlands
- Flood Frequency/magnitude/elevation

- Currents/ circulation patterns
- Wave patterns
- Beaches/Dunes (size and substrate)
- Flow regime (variability, frequency, velocity)
- Domestic/municipal/industrial/agricultural supplies
- Thermal Regime (stratification)
- Chemical equilibrium/mobilization (movement between sediments and water column)
- Trophic state
- Drainage patterns, Catchment Boundaries hydrologic transfers/losses
- Unique Physical Features
- Shoreline Processes (erosion, transportation, deposition)
- Channel morphology, configuration

### **Valued Spaces/Locations**

- Significant Structures, Sites, Monuments, Objects
- Archaeological Sites
- Paleontological (Fossil) Sites
- Areas of Special Local Significance (Spiritual, Cultural, Ecological)
- Parks and Reserves
- Sites of Educational, Scientific, Natural, or Historical Interest
- Visual Character (Scenery, Views, Vistas)
- Ornamental Features (Plantings, Landscaping)
- Unique Physical Features

### **Community Structure (Socio-economic)**

- Population Size and Density
- Housing Availability
- Public Health
- Incomes Levels
- Employment Opportunities
- Municipal Income (Tax Base/Grants, etc.)
- Property Values
- Municipal Expenditures

### **Community Structure (Physical and Functional)**

- Land Use Compatibility
- Temporary or permanent Barriers to Vehicular/Pedestrian Movement
- Temporary Land use Restrictions/Disruptions
- Municipal Infrastructure, Utilities, Fire/Police Protection
- Transportation Patterns (modes and routes)
- Traffic Volumes
- Access to and within Farms, Homes, Businesses, Industries
- Operational Practices of Farms, Businesses, Industries

### **Lifestyle and Quality of Life**

- Access to Existing Recreational Opportunities
- Cultural Facilities
- Congestion
- Community noise levels/vibration

## APPENDIX C

# Minimum Proponent Sponsored Public Involvement Standards For Registered Projects

**This Appendix must be read in conjunction with Section 6.0 of the Registration Guide.**

Steps 1 to 4 and Step 8 describe the **minimum** public notification and involvement standards that must be addressed for of **all registered projects**. It is in the proponent's best interest to ensure that all stakeholders are identified and contacted, so that key stakeholders do not appear late in the process, resulting in potential delays to project approval. For this reason proponents may wish to exceed the minimum requirements.

1. The **proponent** shall communicate directly with elected officials (i.e. the MLA and mayor), local service districts, community groups, environmental groups, and other key stakeholder groups (companies, agencies, interest groups etc.) and First Nations as appropriate, enabling them to become familiar with the proposed project and ask questions and/or raise concerns. This could be done by:
  - Organizing one or more meetings or workshops; and/or
  - Appearing at a community or group's regular meeting (e.g. a council meeting); and/or
  - Sending a letter or information flyer as described under Item 2 (below).

Note that it is the **proponent's responsibility** to identify the stakeholders.

2. The **proponent** shall provide direct, written notification (letter, information flyer, etc.) about the project and its location to potentially affected area residents and landowners and individuals (to be determined in consultation with Sustainable Development, Planning and Impact Evaluation Branch). The notification must include the following:

### Required Content of Public Notices

- *A brief description of the proposed project;*
- *Information on how to view the Registration Document*
- *A description of proposed location (map is desirable);*
- *The status of the Provincial approvals process (i.e. "The project is currently registered for review with the Department of Environment and Local Government under the Environmental Impact Assessment Regulation, Clean Environment Act");*
- *A statement indicating that people can ask questions or raise concerns with the proponent regarding the environmental impacts;*
- *Proponent contact information (name, address, phone number, E-mail); and*
- *The date by which comments must be received (See Section 6.0 of the Registration Guide)*

Should the undertaking involve the use of Crown Land, this must be made clear as part of the public notice.

3. The Sustainable Development, Planning and Impact Evaluation Branch, Department of Environment and Local Government (DELG) shall place notice of the Registration on its web site at <http://www.gnb.ca/0009/0377/0002/0016-e.pdf> and shall make the Registration Document (and any subsequent submissions in response to issues raised by the Technical Review Committee) available for public review at 20 McGloin Street, 2nd Floor, Fredericton, N.B.
4. The **proponent** shall make copies of the project registration document, (and any subsequent submissions in response to issues raised by the Technical Review Committee) available to any interested member of the public, stakeholder or First Nation and shall deposit a copy of this

document along with any subsequent revision with the appropriate DELG regional office, where it will be available for public review.

For large scale projects, and projects in sensitive environmental settings, **the following additional requirements** may be required at the discretion of the Project Manager, Environmental Assessment Section, Sustainable Development, Planning and Impact Evaluation Branch:

5. The proponent shall place public notice(s) in at least one local newspaper having general circulation in the area of the proposed project and/or at least one provincial daily newspaper. The notice(s) must include (at minimum) the information outlined in the sample notice below:

<h1>NOTICE</h1>
<b>Registration of Undertaking Environmental Impact Assessment Regulation Clean Environment Act Opportunity For Public Comment</b>
<p>On <b>(date of registration)</b>, <b>(proponent)</b> registered the following project with the Department of the Environment and Local Government in accordance with Section 5(1) and Schedule "A" of the Environmental Impact Assessment Regulation: <b>(Name of Project)</b>.</p> <p>The purpose of the proposed undertaking is <b>(Brief 1 – 2 sentence description)</b>. The project would be located at <b>(Brief 1 – 2 sentence description)</b></p> <p>The proponent's registration document can be examined at: <b>(list two publicly accessible viewing locations local to the project area)</b> and at <b>(DELG Regional Office)</b> and at the Department of the Environment and Local Government, Sustainable Development, Planning and Impact Evaluation Branch, 3<sup>rd</sup> floor, 20 McGloin Street, Fredericton, NB.</p> <p>Any comments should be submitted directly to the proponent at:</p> <p><b>(proponent's mailing address and e-mail address)</b> or during a Public Open House to be held at <b>(date time and location of Open House if one is being held)</b></p> <p>on or before <b>(date; the greater of: a minimum of 25 days from first appearance of this notice or a minimum of 25 days from date of Open House if one is being held)</b></p> <p>Additional information about the proposal and the public involvement process is available at: <a href="http://www.gnb.ca/0009/0377/0002/index-e.asp">http://www.gnb.ca/0009/0377/0002/index-e.asp</a></p> <p>Notice Placed by: <b>(proponent name)</b></p>

Note that the proponent is also encouraged to use other appropriate media (radio, television, signs on subject property, etc.) for the announcement of project registrations, solicitation of public comments and notification of public open houses.

6. The **proponent** shall make the project registration document, (and any subsequent submissions in response to issues raised by the Technical Review Committee) available in at least two

locations local to the project area (e.g. the proponent's offices, a public library, a municipal office, another public location).

7. The **proponent** shall advertise and host an open house or public meeting as an opportunity for the public to become familiar with the proposed project and ask questions and/or raise concerns pertinent to the environmental impacts.

### **Documentation Requirements (For all registered projects)**

8. Within 60 days of project registration, the **proponent** shall prepare and submit to the Department of Environment and Local Government a report documenting the above public involvement activities, and shall make this report available for public review. The report must:
  - describe the public involvement activities (dates and times of any meetings, copies of newspaper notices, flyers, letters etc.);
  - identify key public and private stakeholders (local naturalist groups, industry representatives, politicians, etc.) and First Nations directly contacted;
  - include copies of all correspondence received from and sent to stakeholders and the general public;
  - describe (summarize) any issues or concerns received as a result of the public involvement program (names and affiliations of persons providing the comments should be included in the report, but personal information such as addresses and telephone numbers should be omitted);
  - indicate how these issues and concerns were (or will be) considered or addressed;
  - describe any proposed future public consultation with respect to the undertaking (e.g. on-going public liaison committees, etc.);
  - for projects involving the use of Crown Land, any comments on this aspect of the project must be clearly documented.

#### Notes:

- (i) The Environmental Assessment Section Project Manager has the authority to release the proponent from the obligation to respond to public comments that are: a) frivolous or malicious (e.g. personal attacks on the integrity of the proponent), or b) not specific to the project, (e.g. general concerns about broader social or environmental issues).
- (ii) The proponent is not required to address any comments received anonymously.
- (iii) The Department of Environment and Local Government (DELG) considers all public comments and the proponent's responses to be public information. The report on public involvement activities will be made available for public review at the DELG Regional Office and at the Sustainable Development, Planning and Impact Evaluation Branch, 3<sup>rd</sup> floor, 20 McGloin Street, Fredericton, NB.