

**Information Note**  
**Department of Environment and Climate Change**

**Title:** Public Accounts 2023-24 - Contaminated Sites Liability.

**Issue:** The overall reported environmental liability estimate for Government owned and operated sites that are no longer in productive use and have environmental impacts is **\$148 Million for twenty (20) PS3260 sites.**

**Background and Current Status:**

- 200 impacted sites have been identified across government departments and agencies for the 2023-24 reporting period:

Department / Agency	Number of Sites 2019-20	Number of Sites 2020-21	Number of Sites 2021-22	Number of Sites 2022-23	Number of Sites 2023-24	Number of PS3260 Sites 2023-24	Total Environmental Liability Estimates
Fisheries, Forestry and Agriculture (FFA)	20	20	51	51	51	2	\$ 388,250
Health and Community Services (HCS)	5	5	6	5	5	2	\$ 64,911
Environment and Climate Change (ECC)	16	16	16	16	16	8	\$ 29,418,695
Industry, Energy and Technology (IET)	69	72	70	70	70	2	\$ 117,094,943
Transportation and Infrastructure (TI) and Education (EDU)	66	64	64	58	58	6	\$ 1,086,946
TOTAL:	176	177	207	200	200	20	\$ 148,053,746

- These sites have all been reviewed under the Impacted Sites Liability Assessment Program (ISLAP) to see if they meet the definition of an environmental liability under the PS3260 accounting standard as required for the 2023-24 financial reports.
- PS3260 generally only applies to inactive sites that have environmental impacts and generally excludes building demolition and hazardous materials abatement. Additionally, in order to be considered a liability under PS3260, five mandatory criteria must be met:
  1. An environmental standard must exist;
  2. Contamination must exceed the environmental standard;
  3. Government must be responsible or accept responsibility for remediation;
  4. It must be expected that economic benefits will be given up; and
  5. A reasonable estimate of the amount can be made.

**Analysis:**

- Previously, in 2022-23, the overall reported environmental liability estimate for Government owned and operated sites that are no longer in productive use and have environmental impacts was \$143.7 Million for twenty (20) PS3260 sites.
- Due to the stringent nature of the five mandatory criteria, twenty (20) sites are considered liabilities at a total cost of \$148 Million. These include:
  1. Former Salmonier Correctional Facility (FFA) - \$334,589
  2. Cormack, Former Lease 54505 (FFA) - \$53,660
  3. Norman's Bay Former Health Clinic (HCS) - \$5,901
  4. Dr. Hugh Twomey Health Centre (HCS) - \$59,010
  5. Cartwright Former US Military Site (ECC) - \$106,137

6. Hopedale Former US Military Site (ECC) - \$11,119,822
  7. Northwest Point Former US Military Site (ECC) - \$2,367,721
  8. Cut Throat Island Former US Military Site (ECC) - \$3,693,046
  9. Spotted Island Former US Military Site (ECC) - \$2,564,095
  10. Border Beacon Former US Military Site (ECC) - \$6,900,465
  11. Harbour Lake Former US Military Site (ECC) - \$1,461,275
  12. Wild Boar Former US Military Site (ECC) - \$1,206,131
  13. Former Buchans Mine (IET) - \$27,847,013
  14. Former Consolidated Rambler Mine (IET) - \$89,247,930
  15. Former Swine Station, Portugal Cove-St. Philips (TI) - \$630,943
  16. Former Bellevue Transportation Depot (TI) - \$177,134
  17. Former private bus depot in Jeffrey's adjacent to 633A Main Street (TI) - \$63,262
  18. Former Sandy Cove Depot (TI) - \$177,134
  19. Building 347 (4110) Massachusetts Drive Stephenville (TI) - \$31,474
  20. Grand Falls Former Abitibi mill site - Former Mill Training Center (TI) - \$7,000
- The remainder of the sites are not considered liabilities for one or more of the following reasons:
    1. They are active and absent of an unexpected event (sudden tank failure, major spill, etc.);
    2. The impacts on the site do not exceed the applicable standards;
    3. Government is not responsible for remediation as the release happened before government owned the site so there is no automatic regulatory obligation to remediate; and/or
    4. It is not expected that money will be spent as government has no approved plans or timelines associated with the remediation.
  - ECC has advised the applicable government departments and agencies of their liabilities under ISLAP.
  - The respective departments have been advised to include these estimated costs when reporting their liabilities to the OCG for the 2023-24 public accounts reports.

**Action Being Taken:**

- ECC will continue to update the Provincial Impacted Sites Database and administer the ISLAP process on behalf of all departments and agencies reporting to the GNL Public Accounts.

**Prepared/Approved by:** K. Rebello / C. Curnew / R. Locke / T. Kelly/ V. Snow  
**Ministerial Approval:** Received from The Honourable Bernard Davis, MHA

May 13, 2024



MAY 14 2024

**Meeting Note**  
**Department of Environment and Climate Change**  
**AmeriSpec NL**  
**11:00 AM – May 7, 2024**

**Attendees:** Honourable Bernard Davis; Gerry Locke – AmerispecNL; Susan Squires, ADM; Randy Simms, Executive Assistant; Gerald Locke, Director

**Purpose of Meeting:**

- This meeting was requested by AmeriSpecNL to discuss the Federal Greener Homes Grant and the national building code.


**Background and Current Status:**

- AmeriSpec is a Newfoundland and Labrador home inspection company which offers EnerGuide energy audits, Newfoundland EnerGuide labels and Energy Star certifications for home builders, inspections for the purchase/sale of residential and commercial properties, and home inspection training.
- AmeriSpec provides services to the Avalon Peninsula and eastern Newfoundland.

**Agenda Item #1 - Federal Greener Homes Initiative**

- The federal Greener Homes Initiative helps homeowners reduce heating costs and greenhouse gas emissions by providing grants of up to \$5,000 towards energy efficient retrofits and up to \$600 to cover the costs of the required pre- and post-retrofit EnerGuide evaluations. The Initiative is no longer accepting new applicants as the funding has been fully committed.
- In Budget 2024, the federal government committed \$800 million over five years, starting in 2025-26, to launch a new Canada Greener Homes Affordability Program. The new Program will support the direct installation of energy efficiency retrofits for households with low- to median-incomes. The federal government stated the Program will be co-delivered with provincial and territorial partners.

29-1(a)

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- The federal Oil to Heat Pump Affordability Program is a fuel switching program for oil heated homes that is implemented and cost shared with the province. This Program, which is often confused with the federal Greener Homes Initiative, does not require an energy audit.

**Potential Speaking Points**

- The Department is aware that in Budget 2024 the federal government announced \$800 million for a new Canada Greener Homes Affordability Program to support the installation of energy efficiency retrofits in low- to median-income households that will be co-delivered with provincial and territorial partners.

- We are awaiting details from Natural Resource Canada on the allocation from this Program to Newfoundland and Labrador, the requirement for matching provincial funding, and the eligibility criteria. For example, the income thresholds covered and requirement for energy audits.

#### Agenda Item #2 - National Building Code

- The National Building Code is implemented and enforced in Newfoundland and Labrador through the **Municipalities Act** and city Acts. A municipal council can require a more stringent approach, but not a less stringent approach.
- DGSNL sits on the Codes Commission responsible for development and updates.
- The current National Building Code (2022) offers a tier approach whereby a council can adopt the minimum code (tier 1), up to requiring new buildings to be net zero ready (tier 5). The next update to the Code is scheduled to be out in 2027 (five-year cycle).
- In Budget 2024, the federal government committed \$73.5 million over five years, starting in 2024-25, to modernize existing energy efficiency programs and tools (e.g.: ISO 50001 Energy Management Systems Standard; ENERGY STAR Portfolio Manager). They anticipate that this funding will encourage the development of building codes that further reduce greenhouse gas emissions and energy bills.
  - No information is available to date on the eligibility criteria, scope, or delivery agent for this initiative.
- In Budget 2024, the federal government committed \$30 million over five years, starting in 2024-25, to continue developing a national approach to home energy labelling, to empower home buyers with information about the energy efficiency of their new home.

#### Potential Speaking Points

- The National Building Code is implemented and enforced in Newfoundland and Labrador through the **Municipalities Act** and city Acts.
- I would encourage you to reach out to the Department of Digital Government and Service NL, as they sit on the Codes Commission responsible for development and updates, if you have specific recommendations for the National Building Code.
- Our Department continues to inform decisions related to greenhouse gas emissions and electricity use from buildings, as well as the delivery of supportive programming.

**Prepared/Approved by:** S. Squires/ V. Snow

**Ministerial Approval:** Received from The Honourable Bernard Davis, MHA

May 6, 2024



MAY 07 2024

**Information Note**  
**Department of Environment and Climate Change**

**Title:** Long-Term Illness Leave

**Issue:** To provide an update on Long-Term Illness Leave

**Background and Current Status:**

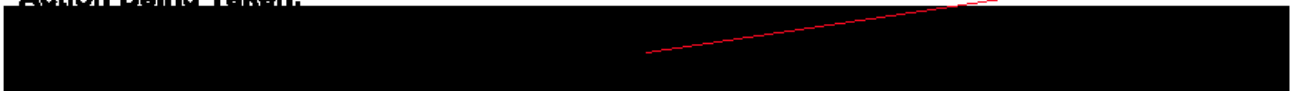
- In Newfoundland and Labrador, the *Labour Standards Act* mandates seven unpaid sick or family responsibility days a year after 30 days of employment.
- The Act includes Critical Illness Leave that allows an employee to take a leave of absence for care or support of a critically ill family member. Leave can be up to 37 weeks to care for a child and up to 17 weeks for an adult. Eligibility requires 30 days of continuous employment and a medical note.
- The Act does not provide for an employee to take extended job-protected leave if they are critically ill themselves.
- In 2022, the Federal Government permanently extended the number of weeks available under Employment Insurance (EI) sickness benefits from 15 to 26 weeks for new EI claims. Federally regulated employees are entitled to 27 weeks of protected medical leave.
- Currently, Quebec is the only province to provide 26 weeks of unpaid job-protected sick leave. Saskatchewan and Alberta offer 12 and 16 weeks, respectively, for serious illness.
- On March 7, 2024, Manitoba announced it is introducing amendments to its Employment Standards Act to increase leave for serious injury or illness from 17 to 27 weeks.
- Nova Scotia is currently conducting consultations on job protection for illness-related leave.

**Analysis:**

- The Canadian Cancer Society, Diabetes Canada, Federation of Labour, Worker's Action Network, and FFAW have advocated for job-protected leave to align with the EI sickness benefit.
- Providing a mechanism for employees to take job-protected leave for their own illness or injury will fill a gap that exists in the legislation currently.
- The introduction of an extended sick leave provision under the *Act* is not expected to result in significant additional costs for government or employers.
- Since 2020, the Labour Standards Division has received 15 inquiries regarding Critical Illness Leave and no complaints alleging violations of this leave were filed during this time.
- The level of employer support for this amendment is unknown at this time.

29.1(a)

**Action Being Taken:**



**Prepared/Approved by:** C.Bugler / D.Strickland / Y. Scott (pending)/ V. Snow (pending)  
**Ministerial Approval Received From:**

May 22, 2024

### Unpaid Illness and Injury Leaves – Jurisdictional Scan

Jurisdiction	Unpaid Sick Leave	Eligibility Requirements	Notice Requirements	Documentation Requirements
Alberta	5 days per year to attend to personal or family responsibilities (including personal health) 16 weeks per year due to illness, injury or quarantine.	90 days of employment	Written notice as soon as reasonable	Medical Certificate required
British Columbia	3 days per year for personal illness or injury	90 consecutive days of employment	N/A	Reasonably sufficient proof must be provided on request
Saskatchewan	12 days per year in the case of illness or injury that is not serious	13 consecutive weeks of employment	At least four weeks' written notice	Medical certificate must be provided on request
	12 weeks per year in the case of serious illness (extended to 26 weeks if employee is receiving compensation through Workers' Compensation)			
	26 weeks for the purpose of organ donation			
Manitoba	3 days per year for the health of the employee or for family responsibilities	30 days of employment	As much notice as is reasonable in the circumstances	A medical certificate is typically required
	13 weeks for the purpose of organ donation	90 days of employment		
	17 weeks per year for seriously ill or injured employees (Recently amounts amendment to increase leave to 27 weeks)			
Ontario	3 days per year for personal illness, injury or medical emergency	2 consecutive weeks of employment	Minimum two weeks written notice	Employer can require medical certificate
	13 weeks for organ donation	13 weeks of employment	As soon as possible	

<b>Jurisdiction</b>	<b>Unpaid Sick Leave</b>	<b>Eligibility Requirements</b>	<b>Notice Requirements</b>	<b>Documentation Requirements</b>
<b>Québec</b>	<b>26 weeks</b> per year for sickness, organ/tissue donation, an accident, domestic violence or sexual violence of which the employee has been a victim	N/A	As soon as possible	Employer can require documentation / medical certificate
	<b>104 weeks</b> if the employee suffers serious bodily Injury as a result of a criminal offence that renders the employee unable to work			
<b>New Brunswick</b>	<b>5 days</b> per year for sickness	90 days of employment	Notice prior to leaving not required. Employees are required to inform employers of anticipated length of leave.	Employer can require medical certificate
<b>Nova Scotia</b>	<b>3 days</b> per year to care for an ill parent, child, or family member and personal medical, dental or other similar appointments for the employee or the employee's family member Currently conducting consultations on job protection for illness-related leave	N/A	N/A	N/A
<b>Prince Edward Island</b>	<b>3 days</b> per year for sickness	3 months continuous employment	N/A	Employer can require medical certificate
<b>Newfoundland &amp; Labrador</b>	<b>7 days</b> per year for sick leave or family responsibilities	30 days continuous employment	N/A	Medical certificate required for an absence

<b>Jurisdiction</b>	<b>Unpaid Sick Leave</b>	<b>Eligibility Requirements</b>	<b>Notice Requirements</b>	<b>Documentation Requirements</b>
				of 3 or more consecutive days
<b>Yukon</b>	<b>12 days</b> per year for illness or injury	N/A	N/A	Employer can require medical certificate
<b>Northwest Territories</b>	<b>5 days</b> per year for illness or injury	30 days of employment	As soon as is reasonable	Employer can require medical certificate
<b>Nunavut</b>	N/A	N/A	N/A	N/A
<b>Federal</b>	27 weeks for personal illness/injury, organ or tissue donation, medical appointments or quarantine.	N/A	Written notice required 4 weeks prior to taking leave, or as soon as possible	Employer may request a medical certificate
				Employer may require a medical certificate for an absence of 3 or more consecutive days

May 2024

**Meeting Note**  
**Department of Environment and Climate Change**  
**Meeting with Terry Dollard, Dollard Inc.**  
**11:00AM - May 9, 2024**

**Attendees:** Hon. Bernard Davis, Terry Dollard, Susan Squires, Tara Kelly, and Randy Simms

**Purpose of Meeting:**

- Terry Dollard, President and CEO of Dollard Inc. will be speaking to executives about LFC biodigesters, and the possibility of installation of a LFC biodigester in the Confederation Building cafeteria.

**Background:**

- A LFC biodigester is an automatic, aerobic machine that digests food waste.
- This biodigester converts food waste to grey water which can be disposed of down a drain.
- A LFC biodigester is used in commercial kitchens, including on cruise ships, and college campuses.
- LFC biodigesters keep food waste out of the landfill where it would create methane, and significantly reduces the carbon footprint of businesses.
- Biodigesters eliminate rodent problems and other issues associated with food waste, as they are a sealed container which digests food within 24 hours.

35-1(d)

**Agenda item #1: LFC Biodigesters**

- PPD staff requested more details on the unit to ensure it would comply with provincial standards. They also indicated that there was currently a contract at the Confederation Building cafeteria.

35-1(d)

- The current contract for pickup and composting of food waste from the Confederation Building cafeteria is Avalon Recycling Services Ltd.

Potential Speaking Points

- Thank you for taking the time to come in today and speak to my colleagues and I about this emerging technology.
- The Department of Environment and Climate Change is working to address environmental issues from all angles, and new technology for dealing with these issues is certainly an excellent opportunity.



- While the Confederation Building cafeteria food waste pickup and composting is currently under contract with another company, I appreciate the opportunity to learn about your work and wish you the best of luck in bringing this emerging technology to commercial kitchens across the province.

**Prepared/Approved by:**  
**Ministerial Approval:**

R. Tooby/ E. Thompson/ T. Kelly  
Received from the Honourable Bernard Davis, MHA

May 8, 2024



MAY 09 2024

**Decision/Direction Note**  
**Department of Environment and Climate Change**

**Title:** Next Steps for Newfoundland and Labrador Greenhouse Gas Reduction Fund

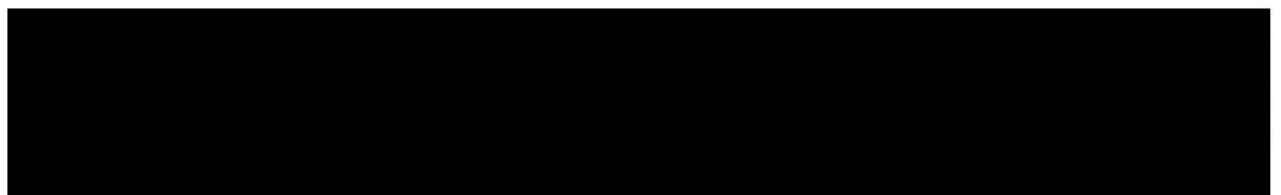
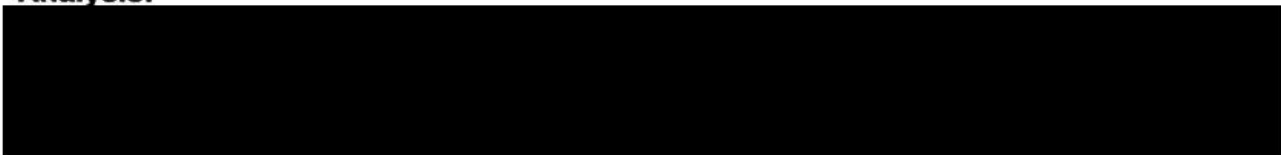
**Decision/Direction Required:**

- Approval to issue a call for proposals to allocate monies currently in the Newfoundland and Labrador Greenhouse Gas Reduction Fund (the Fund).
- Approval of forms and guidance materials to be used to administer applications to the Fund (Annex A).

**Background and Current Status:**

- The Fund is established in the **Management of Greenhouse Gas Act** (sections 6 to 9) as a special purpose fund external to the Consolidated Revenue Fund. This means revenues can be held over a multiple year period. Additional regulations are outlined in the **Management of Greenhouse Gas Regulations** (Part IV) and **Advisory Council Regulations**.
- The **Act** specifies that the Minister is responsible for the Fund and is to allocate monies on the recommendation of an advisory council (the Council). The Council was established in February 2023 and is chaired by Dr. Susan Squires (OC2023-033). The Climate Change Division serves as secretariat to the Council and administers the Fund on behalf of the Minister.
- Monies to the Fund accrue from the purchase of fund credits as a compliance measure for large industrial facilities regulated by the **Act** that do not meet their greenhouse gas (GHG) reduction targets. To date, revenue plus interest (less bank charges) total approximately \$412,000. Further revenues for reporting year 2023 will be known on a preliminary basis after June 1, 2024. The **Act** specifies that if monies are not spent within five years of being deposited, the Council shall make a recommendation on how to spend the monies.
- The **Act** specifies that proponents for GHG reduction projects must be in the electricity, mining, oil and gas, or manufacturing industries. A proponent does not have to operate a facility regulated by the **Act** to be eligible. For example, small manufacturers and mining operations not regulated by the **Act** would be eligible.

**Analysis:**



- The Council has advised that it wishes to disburse the monies through a call for proposals in advance of the five-year period. This is reflected in the Council's 2023-2026 activity plan (section 4). The Council has developed application forms and guidelines to be used by applicants and has advised that it wishes to initiate a call for proposals by March 31, 2024 and make recommendations in 2024-25.
- The application materials resemble those for the Climate Change Challenge Fund. Ministerial approval for the application materials is required as there are policy parameters in the materials that go beyond regulated parameters. This includes, for example, types of eligible and ineligible projects and activities, funding caps, and a requirement for a proponent to contribute at least 25 percent of project cost, auditing requirements, treatment of offsets credits and clean fuels credits that may be generated, and treatment of opted-in, mobile drilling unit, and significantly modified facilities.
- There is no ability to project GHG reductions that may result from the call for proposals until projects are approved. At an assumed \$500 per tonne and assuming all current revenues are disbursed, annual GHG reductions could approximate 840 tonnes of GHG reductions (cumulative 8,400 over 10 years).

**Alternatives:**



**Prepared/Approved by:** O. Dennis/ G. Crane/ S. Squires/ V. Snow  
**Ministerial Approval:** Received from The Honourable Bernard Davis, MHA

May 16, 2024

MAY 24 2024

**Annex A**  
**Program Guidelines**  
**Newfoundland and Labrador Greenhouse Gas Reduction Fund**

**Summary of Key Points**

	<b>Parameter</b>	<b>Section</b>	<b>Comments</b>
1	Eligible Applicants	3.1	Defined in <b>Management of Greenhouse Gas Act</b>
2	Eligible Project Types	3.2	Same approach as CCCF
3	Maximum cost sharing ratio	4.0	Same approach as CCCF for private sector
4	Maximum stacking limit	4.0	Same approach as CCCF
5	Eligible expenditures	4.1, 4.2	Same approach as CCCF
6	No advance payments	4.3	Same approach as CCCF
7	Application requirements	5.2	Same approach as CCCF
8	Applicant assessment criteria	5.3	Defined in <b>Management of Greenhouse Gas Regulations</b>
9	Reporting and auditing	6.0, 7.2	Same approach as CCCF
10	Disposal of assets	7.3	Same approach as CCCF
11	Treatment of carbon credits	7.4	Same approach as CCCF
12	Treatment of regulated facilities <ul style="list-style-type: none"> <li>• Period for assessment</li> <li>• Treatment of CCUS</li> <li>• Opted-in facilities</li> <li>• Mobile offshore facilities</li> <li>• Significantly modified facilities</li> </ul>	7.5	Defined in part by <b>Management of Greenhouse Gas Act</b> <ul style="list-style-type: none"> <li>• Ministerial discretion (recommended 3 years)</li> <li>• Ministerial discretion (recommended to not be included in baseline for project assessment, but to include for assessing project outcomes)</li> <li>• Ministerial discretion (3 year period for assessment, treated same as a facility that emits 25,000+ tGHG)</li> <li>• Ministerial discretion (these are contracted facilities, not eligible unless certainty is provided that the facility will operate in NL for at least the next 3 years)</li> <li>• Ministerial discretion (decision hinges on newly installed capital stock, not eligible for 3 year period after being deemed significantly modified)</li> </ul>

Online

[www.gov.nl.ca/ecc/files/Newfoundland-and-Labrador-Greenhouse-Gas-Reduction-Fund-2024-Guidelines-and-Application-1.pdf](http://www.gov.nl.ca/ecc/files/Newfoundland-and-Labrador-Greenhouse-Gas-Reduction-Fund-2024-Guidelines-and-Application-1.pdf)

# **Newfoundland and Labrador Greenhouse Gas Reduction Fund Program Guidelines**

**Department of Environment and Climate Change**



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## 1.0 Introduction

The Newfoundland and Labrador Greenhouse Gas Reduction Fund (GGRF) is established in the **Management of Greenhouse Gas Act** (the **Act**; sections 6 to 9). GGRF revenues accrue from the purchase of fund credits by regulated industrial facilities pursuant to the **Act** (sections 5 and 5.1), and by revenues received from enforcement activities pursuant to the **Act** and its regulations.

The GGRF is an application-based funding program designed to support projects that result in verifiable greenhouse gas (GHG) reductions in the industrial sector in the province. The industrial sector includes electricity generation, mining and quarrying, oil and gas, and manufacturing.

## 2.0 How to Apply

To apply for GGRF funding, applicants must:

1. Be eligible to apply (see Section 3.0).
2. Prepare a GGRF Application Form (include URL for easy reference?).
3. Prepare a project proposal with supporting documentation (guidance included in Annex A of GGRF Project Proposal Drafting Guidelines)
4. Submit a completed GGRF Application Form, project proposal, and supporting documentation:

**By Email:** [climatechange@gov.nl.ca](mailto:climatechange@gov.nl.ca)

Or

**By Mail:** Greenhouse Gas Reduction Fund  
Climate Change Division  
Department of Environment and Climate Change  
Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6

## 3.0 Eligibility Criteria

### 3.1 Eligible Applicants

The GGRF is available to organizations in the province that fall under codes 21, 22, and 31-33 under the [North American Industry Classification System](#) (NAICS) including:

- Electricity generation;
- Mining and quarrying;
- Oil and gas extraction; and
- Manufacturing.

### 3.2 General Project Eligibility

- Projects must be located in Newfoundland and Labrador.
- The project must result in incremental GHG reductions and these reductions must occur in Newfoundland and Labrador.
- Projects that are not used to meet regulatory requirements under the **Act**.
- Proponents must have been operating at the site using the production process for at least two calendar years prior to application.

The following table outlines the example of eligible projects under the GGRF. This list is not exhaustive. Applicants are encouraged to contact the Department to determine project eligibility.

	<b>Eligible Project Examples</b>
<b>Energy Projects</b>	<ul style="list-style-type: none"> <li>• Energy efficiency retrofits that result in the reduction of on-site fossil fuel use.</li> <li>• Electricity transmission and distribution infrastructure solely targeted at reducing fossil fuel use at the industrial facility.</li> <li>• On-site (i.e., within the project boundary) fuel switching to lower-carbon energy sources (e.g., electricity; biomass, on-site battery storage) in existing buildings and facilities.</li> <li>• Electric vehicle charging stations designed to reduce on-site fossil fuel use.</li> <li>• New renewable on-site energy production and retrofits to existing on-site energy production for own-use that results in the reduction of fossil fuel use, including own-use biogas.</li> <li>• On-site combined heat and power for own use that results in reduced fossil fuel usage.</li> <li>• Process changes that result in reduced fossil fuel usage.</li> </ul>
<b>Non-energy Projects and Industrial Processes</b>	<ul style="list-style-type: none"> <li>• Carbon offsets and sequestration projects may be eligible on a case-by-case basis where the lead proponent is in the industrial sector.</li> <li>• Methane capture and destruction in the industrial sectors, where the activity occurs on site.</li> <li>• Reduced Hydrofluorocarbon (HFC) and Perfluorocarbon (PFC) use.</li> <li>• Reduced Sulphur hexafluoride (SF<sub>6</sub>) and Nitrogen trifluoride (NF<sub>3</sub>) use.</li> </ul>

## **4.0 Funding Criteria**

Successful applicants will receive a non-repayable grant for eligible expenditures in accordance with the funding criteria listed below and the terms and conditions of the Program Guidelines. The maximum cost-sharing ratio for a project is 50 percent of total eligible project costs.

There is no maximum funding limit per project; however, the Department reserves the right to limit the amount of funding provided in support of any one project in the case of a single project, or to any one applicant in the case of multiple projects.

Funding from federal and provincial funding programs can be stacked with GGRF funding to a maximum of 75 percent. However, regardless of total available funding, funding recipients must provide a monetary contribution of at least 25 percent toward eligible expenditures for the project; in-kind contributions will not be recognized.

Payment of grants will be made in arrears on the receipt of satisfactory reporting on project milestones and deliverables. Applicants will be required to disclose all sources of federal and provincial funding requested and/or approved for the project, commercial loans requested and/or approved for the project, and their own contributions.

### **4.1 Eligible Expenditures**

The following are eligible expenditures for GGRF projects:

- Management and professional service costs related to the project, including third-party management services, GHG emission reduction and cost-per tonne estimate verification, and results monitoring, measuring, and reporting;
- Material and supplies costs;
- Equipment and capital assets purchase or rental;
- Vehicle rental and operation costs;
- Contractors required to perform activities related to the project;
- Goods and Services Tax (GST)/Harmonized Sales Tax (HST) that is not reimbursable by Canada Revenue Agency and any Provincial Sales Tax (PST) not reimbursable by the Province;
- Incremental human resource costs, including salaries and benefits; and
- Other costs that, as determined by the Department, are considered to be direct and necessary for the successful implementation of the project and have been approved in writing by the Department prior to being incurred.

Eligible expenditures must be incurred after the execution of the GGRF Contribution Agreement between the Department and the funding recipient. Expenditures incurred prior to the execution of the Contribution Agreement will not be reimbursed, regardless of whether they are otherwise eligible.

Applicants may contact the Department for clarification as to whether a proposed expenditure for a project is eligible.

## **4.2 Ineligible Expenditures**

Ineligible expenditures include the following:

- Costs incurred for activities required for other federal or provincial programs, such as communications, signage, and official languages translation;
- Costs incurred for activities required as part of applications by the proponent to access federal and provincial tax credits;
- Costs incurred for activities required as part of applications by the proponent to register for, access and participate in carbon offsets programs;
- Costs incurred for rejected, withdrawn, or cancelled projects;
- Land acquisition;
- Leasing land, buildings, and other facilities;
- Leasing equipment other than equipment directly related to the construction of a project;
- Real estate fees and related costs;
- Financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys);
- Costs for services or work normally provided by the funding recipient, incurred in the course of implementation of a project, except those specified as eligible expenditures;
- Overhead and administrative costs;
- Costs associated with operating expenses and regularly scheduled maintenance work; and
- Goods and Services Tax (GST)/Harmonized Sales Tax (HST) that is reimbursable by Canada Revenue Agency and any Provincial Sales Tax (PST) reimbursable by the Province, for which the funding recipient is eligible for a rebate and any other costs eligible for rebates.

## **4.3 Payments and Contribution Agreement**

Approved funding recipients will be required to enter into a GGRF Contribution Agreement with the Department, which outlines the funding terms and conditions.

Project expenditures must be incurred after the execution of the GGRF Contribution Agreement between the Department and the funding recipient, and by the end date of the GGRF Contribution Agreement executed between the recipient and the Department or the project completion date, whichever is sooner.

Invoices and supporting documentation will be required to demonstrate incurred expenditures prior to a payment being issued by the Department. Advance payments will not be considered.

## 5.0 Application Process

### 5.1 Application Timelines

The project must be fully identified and described in the application. A project will not be funded where activities or locations have not been confirmed in a GGRF application.

Applications will be accepted after a call-for-applications is initiated. Calls for applications will be issued at the discretion of the Minister and application closing dates will be posted on the Department's [website](#).

### 5.2 Application Requirements

Applicants are required to submit a signed GGRF Application Form, as well as a project proposal to the Department including, at a minimum:

- Project description and background;
- Organizational structure and management abilities;
- GHG baseline quantification methodology and a verification plan for actual GHG reductions; and,
- Financial proposal.

Detailed information on proposal requirements, including methodological guidance for estimating project outcomes, is contained in Annex A of GGRF Project Proposal Drafting Guidelines.

### 5.3 Evaluation and Assessment

Applications will be assessed on a competitive basis against the following criteria as outlined in the **Management of Greenhouse Gas Regulations** (the **Regulations**; section 13):

- The impact that the proposed project for which the money is being requested may have on climate change and the reduction of GHG emissions in the province;
- The quality of the evidence provided by the applicant to demonstrate that the money will achieve a verifiable reduction in GHG emissions in a reasonable period of time;
- The scientific, technical, and operational evidence provided in support of the application;
- The cost effectiveness of the proposed project for which the money is being requested in relation to the proposed reduction in GHG emissions; and
- The economic and social benefits that may accrue as a result of the proposed project for which the money is being requested.

## **6.0 Reporting Requirements**

Funding recipients will be required to provide the Department with a report on GHG emissions reductions estimates one year after the project has been completed unless, otherwise agreed to by the Department and applicant. Detailed reporting requirements are set out in the template Contribution Agreement.

Fifteen (15) per cent of every invoice submitted for approved expenditures under the GGRF will be withheld by the Minister until such time as the project is completed to the satisfaction of the Minister and the Minister, or a person delegated by the Minister, has received and is satisfied with a Project Outcomes Report which includes verifiable GHG reduction.

## **7.0 Additional Terms and Conditions**

### **7.1 Public Communications**

All public information activities undertaken in connection with a GGRF project by a funding recipient may require reference to and reflect the contributions of the GGRF.

### **7.2 Auditing**

Recipients of GGRF funding may be audited by the Government of Newfoundland and Labrador and/or their representatives to confirm funds allocated or used in accordance with program criteria, and must consent to allowing access to a facility or location where a project has been implemented as a condition of funding. Funding recipients will be required to maintain project records for at least six (6) years following the termination of a Contribution Agreement.

### **7.3 Disposal of Assets**

A funding recipient may be required to reimburse the GGRF for any funds received from the GGRF for the eligible expenditures of a GGRF project if at any time within five (5) years from the end date of the Contribution Agreement the recipient disposes of any asset in connection with the Contribution Agreement, other than with Newfoundland and Labrador's consent.

### **7.4 Carbon Offsets and Clean Fuels Regulation credits**

Where project components are eligible to seek offset credits from a regulated or voluntary carbon offsets system or compliance credits under the federal **Clean Fuels Regulation**, the GGRF shall define what portion of a project's GHG emission reductions and carbon removals that will be claimed by the GGRF.

### **7.5 Regulated Facilities under the Management of Greenhouse Gas Act**

### 7.5.1 General Requirements

Additional conditions apply to a facility that is regulated by the **Act** (sections 5 and 5.1), other than a mobile offshore industrial facility (i.e. a mobile offshore drilling unit), if the facility:

- is subject to an annual GHG reduction target under the **Regulations**; or
- will be subject to an annual GHG reduction target under the **Regulations** in the calendar year following the submission of a funding proposal.

The requirements of the **Act** (section 7(1)) will be assessed for each of the following three calendar years after the project is completed. For this purpose, the assessment will include only projected GHG reductions that are beyond the GHG reduction targets calculated as per the **Regulations**. More specifically and in addition to information that is otherwise required to be provided, operators of regulated facilities will be required to provide the following:

#### Production

- Production for the baseline period for which the facility's GHG reduction target is established, consistent with the **Management of Greenhouse Gas Reporting Regulations** (the **Reporting Regulations**; sections 7(4)(q), 7(4.1)(b) and 7(6)), or authority for the Department to use previously reported information on file for this purpose; and
- A production forecast for each of the three years of operations after the project is completed, consistent with the **Reporting Regulations** (sections 7(4)(q), 7(4.1)(b) and 7(6)).

#### Greenhouse gas emissions, excluding sequestered emissions

- GHG emissions at the facility for the baseline period for which the facility's GHG reduction target is established, consistent with the approach of the **Reporting Regulations** (sections 4 to 8.1, excluding sections 7(4)(l) and 7(4.2)(c)), and the emissions reports submitted for the baseline period, consistent with the **Reporting Regulations** (sections 7(1) and 7(1.1)), or authority for the Department to use previously reported information on file for this purpose.

#### Sequestered greenhouse gas emissions

- GHG emissions sequestered at or by the facility for the baseline period for which the facility's GHG reduction target is established, consistent with the **Reporting Regulations** (section 7(4)(l)), including reported emissions sequestered through 7(4.2)(c), or authority for the Department to use previously reported information on file for this purpose; and
- GHG emissions projected to be sequestered at or by the facility for each of the three years of operations after the project is completed, consistent with the **Reporting Regulations** (section 7(4)(l)), including reported emissions sequestered through 7(4.2)(c).

The Department will use the information provided to determine the GHG reduction required as per the **Act** (section 7(1)(ii)(B)) for each of the three years following

completion of the project.

For the purposes of an assessment by the Advisory Council, information provided above will not be provided to the Advisory Council unless authority is provided by the applicant for this use. The Department will provide the Advisory Council with the actual GHG reduction obligation as per the **Act** (section 7(1)(ii)(B)) for each of the three years following completion of the project.

### **7.5.2 Opted-in Facilities**

A facility that is regulated as per the **Act** (section 5.1) will be assessed as if it will be regulated in the third year after the project is completed (i.e., irrespective of any action that the operator or the Minister may take pursuant to the Opted-In facility Regulations (section 3(a)). For these facilities, production and sequestered GHG emissions forecast must be provided for each of the three years after the project is completed.

### **7.5.3 Mobile Offshore Facility**

A mobile offshore industrial facility is not eligible for funding unless the operator provides proof satisfactory to the Advisory Council and the Minister that:

- The operator will continue to operate the facility in Newfoundland and Labrador for at least three calendar years after the project is completed; or
- The operator and a new operator will sequentially operate the facility in Newfoundland and Labrador for at least three calendar years after the project is completed.

For the purposes of determining whether an application from a mobile offshore industrial facility is eligible, the Minister may consult with the Canada-Newfoundland and Labrador Offshore Petroleum Board.

### **7.5.4 Significantly Modified Facilities**

A facility that has been deemed significantly modified in the three year period prior to submission of an application or that, in the opinion of the Minister, may be deemed significantly modified in the three year period after an application has been received as per the **Regulations** (sections 5.1 and 6.1) is not eligible to apply until its fourth year of operations after being deemed to be significantly modified.

## 8.0 Privacy & Confidentiality

The Department will use the information collected or provided as part of the GGRF for purposes directly related to the GGRF project and for program-related outcomes reports.

Information applicants provide to the Department in confidence, both personal and business-related, will be kept confidential unless:

- the applicant approves of its release, or
- the Department is required or authorized by laws such as the **Access to Information and Protection of Privacy Act, 2015** to release the information.

The funding recipients' legal name, the approved and expended amount of GGRF funding, and a brief description of the project may be released as public information.

## 9.0 Contact

For questions relating to these Program Guidelines or the application process for the GGRF, please contact Department of Environment and Climate Change at:

**By Email:** [climatechange@gov.nl.ca](mailto:climatechange@gov.nl.ca)

Or

**By Mail:** Greenhouse Gas Reduction Fund  
Climate Change Division  
Department of Environment and Climate Change  
Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6



## Annex A

### Greenhouse Gas Reduction Fund Project Proposal Drafting Guidelines

Applicants applying for financial assistance through the Greenhouse Gas Reduction Fund (GGRF) must submit a detailed proposal along with a signed and completed Application Form. This guide is intended to assist you with the development of your proposal.

#### **Project Description and Background**

The proposal should provide all relevant details of the project, including:

- A clear and concise description of the project, along with a project background and description of the capital upgrades and/or other activities to be undertaken. This should include, as appropriate, expected greenhouse gas (GHG) reductions; detailed project expenditures; status of required regulatory approvals and permits; expected job creation; and expected changes in production. Applicants are required to utilize the methodology provided in Annex A to estimate change in energy and GHG emissions, as well as job creation, and must provide the methodology used to derive other co-benefit estimates, as appropriate;
- A clear demonstration of the need or opportunity to be addressed by the project;
- Project timelines, including a detailed project implementation schedule;
- The proposed approach for monitoring project outcomes, such as change in energy/fuel consumption, change in GHG emissions, job creation, and change in production; and
- An evaluation and reporting plan to appropriately track and measure project outcomes.

#### **Applicant's Structure and Management Abilities**

The proposal should clearly demonstrate, as appropriate, the applicant's ability to implement the proposed initiative, including:

- Organizational and management structure;
- Organization and management of the proposed project, including any partnership arrangements and third-party contractual arrangements;
- Overview of the skills and experience of key management personnel for the project, including for contracted personnel, where appropriate;
- Overview of financial management experience; and
- Experience in implementing similar projects.

#### **Financial**

The proposal should clearly demonstrate the financial feasibility of the proposal, including:

- Proposed project budget, including a detailed breakdown of project costs by cost category and including quotations and supporting documentation for project costs; and
- The project budget submitted as follows:

<b>Expenditure Category</b>	<b>Total Project Cost (\$)</b>	<b>Amount Requested (\$)</b>	<b>Brief Description</b>
Management and professional services (e.g., engineering and commissioning)			
Materials and supplies excluding capital assets			
Equipment and capital assets (purchase)			
Equipment and capital assets (rental) (excluding vehicles)			
Vehicle rental and operation			
Contractors performing activities related to project			
Incremental human resource costs, including benefits			
Other			
<b>Sub-Total (materials, labour, rentals)</b>			
GST/HST/PST			
Less GST/HST/PST that is reimbursable by the Federal or Provincial Governments			
<b>Sub-Total GST/HST/PST</b>			
<b>Total</b>			

- Status of applications and approvals for all other funding sources, where appropriate;
- The source, type and amount of funding committed to the project by the applicant or its partners and funding sources not identified in the previous bullet;
- Financial projections, including cash flow projections;
- The applicant's most recent financial statements, where appropriate; and
- If the applicant is a company, proof it is in good standing with the Registry of Companies.

**Additional Information**

Other items to include, if applicable, include:

- Copies of permits, licenses, and environmental approvals that are required prior to project approval; and
- Copies of contracts and/or Memoranda of Understanding with partners, other funding sources and other persons, firms, and corporations that are relevant to the project application.

**Submitting Proposals**

Applicants must forward a signed and completed Application Form and project proposal to:

**By Email:** [climatechange@gov.nl.ca](mailto:climatechange@gov.nl.ca)

Or

**By Mail:** Greenhouse Gas Reduction Fund  
Climate Change Division  
Department of Environment and Climate Change  
Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6

All proposals must include a covering letter that is signed and dated by the applicant. Electronic copies will be accepted.

## Methodology for Estimating GGRF Project Outcomes

### Energy Projects

#### Prior to Project

Fuel type	Annual litres from project-related sources consumed prior to project	Cost per litre	Energy Costs	GHG conversion factor (tonnes)	GHG emissions (tonnes)
	(A)	(B)	(A x B)	(C)	(A x C)
Gasoline (on-road)				0.0023	
Gasoline (off-road)				0.0023	
Diesel				0.0028	
Light fuel oil (industrial)				0.002697	
Light fuel oil (commercial)				0.002697	
Propane (non-residential)				0.0015	
Kerosene (industrial)				0.0025	
Kerosene (commercial)				0.0025	
Other _____				Please contact ECC	

Isolated communities electricity	Annual KWh consumed prior to project	Electricity Costs	GHG conversion factor (tonnes)	GHG emissions (tonnes)
	(A)	(B)	(C)	(A x C)
Electricity purchases			0.008	

**Energy Projects****Expected in Absence of Project**

<b>Fuel type</b>	<b>Expected annual litres from project-related sources to be consumed in absence of project</b>	<b>Expected Cost per litre</b>	<b>Expected Energy Costs</b>	<b>GHG conversion factor (tonnes)</b>	<b>GHG emissions (tonnes)</b>
	(A)	(B)	(A x B)	(C)	(A x C)
Gasoline (on-road)				0.0023	
Gasoline (off-road)				0.0023	
Diesel				0.0028	
Light fuel oil (industrial)				0.002697	
Light fuel oil (commercial)				0.002697	
Propane (non-residential)				0.0015	
Kerosene (industrial)				0.0025	
Kerosene (commercial)				0.0025	
Other _____				Please contact ECC	

<b>Isolated communities electricity</b>	<b>Annual KWh expected to be consumed in absence of project</b>	<b>Expected Electricity Costs in absence of project</b>	<b>GHG conversion factor (tonnes)</b>	<b>GHG emissions (tonnes)</b>
	(A)	(B)	(C)	(A x C)
Electricity purchases			0.008	

**Energy Projects****Expected After Project**

<b>Fuel type</b>	<b>Expected annual litres from project-related sources to be consumed after project is completed</b>	<b>Expected Cost per litre</b>	<b>Expected Energy Costs</b>	<b>GHG conversion factor (tonnes)</b>	<b>GHG emissions (tonnes)</b>
	(A)	(B)	(A x B)	(C)	(A x C)
Gasoline (on-road)				0.0023	
Gasoline (off-road)				0.0023	
Diesel				0.0028	
Light fuel oil (industrial)				0.002697	
Light fuel oil (commercial)				0.002697	
Propane (non-residential)				0.0015	
Kerosene (industrial)				0.0025	
Kerosene (commercial)				0.0025	
Other _____				Please contact ECC	

\* Proponents fuel switching to biodiesel (including light fuel oil) should contact ECC at 729-1394 for further assistance.

<b>Isolated communities electricity</b>	<b>Annual KWh expected to be consumed after project is completed</b>	<b>Expected Electricity Costs after project is completed</b>	<b>GHG conversion factor (tonnes)</b>	<b>GHG emissions (tonnes)</b>
	(A)	(B)	(C)	(A x C)
Electricity purchases			0.008	

**Estimated Job Creation Calculation**

To calculate an estimate of the number of jobs that will be created by the project proposed, use a simple ratio. On average, every \$102,000 worth of labour income can reasonably be expected to create 1 person year of employment from construction activity. For the example below, assume labour income of \$306,000.

Jobs Created =	<u>Labour Income</u> 102,000
Jobs Created =	<u>306,000</u> 102,000
Jobs Created =	3



## Greenhouse Gas Reduction Fund Application Form

### Instructions:

- Applicants applying for funding through the Newfoundland and Labrador's Greenhouse Gas Reduction Fund (GGRF) must submit a signed, completed Application Form along with a detailed project proposal and supporting documentation to:

**By Email:** [climatechange@gov.nl.ca](mailto:climatechange@gov.nl.ca)

**Or**

**By Mail:** Greenhouse Gas Reduction Fund  
Climate Change Division  
Department of Environment and Climate Change  
West Block, Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6

- GGRF Project Proposal Drafting Guidelines ("the Guidelines") can be found at: [\(weblink to be provided when finalized\)](#)
- Methodologies for estimating projection outcomes, such as energy consumption and greenhouse gas (GHG) emissions, can be found in the Project Proposal Drafting Guidelines.
- If the information provided by the applicant is not sufficient to complete a full assessment, the Department of Environment and Climate Change (ECC) reserves the right to request additional information. The timing of the assessment process will be dependent upon the submission of all required information by the applicant.

<b>To be completed internally by ECC staff</b>	
<b>Application ID:</b>	
<b>Date application received by ECC (dd/mm/yy):</b>	

<b>1. Applicant Information</b>		
Legal Name of Lead Applicant:		
Company / Organization Name:		
Key Contact:		
Key Contact Title:		
Business Phone:		
Fax Number:		
Email:		
Website:		
Business Mailing Address:	Location of Project (including street address):	
	CRA Business Number:	
Project Partners	Ownership/equity/shareholder partner(s): _____	
	Project consortium partner(s): _____	
	Funding partner(s)/investor(s): _____	
Please indicate applicable sector:		
<input type="checkbox"/> Electricity generation <input type="checkbox"/> Mining and quarrying <input type="checkbox"/> Oil and gas <input type="checkbox"/> Manufacturing		

<b>2. Project Information</b>	
Total project costs, including HST, but excluding ineligible project costs (\$):	
Requested funding contribution (\$):	
Project type:	<input type="checkbox"/> Energy/Fuel efficiency <input type="checkbox"/> Fuel switching <input type="checkbox"/> Process changes/product improvements <input type="checkbox"/> Sequestration activities including offsets <input type="checkbox"/> Methane capture and destruction <input type="checkbox"/> Other (please specify): _____
Projected project start date (dd/mm/yy):	
Projected project end date (dd/mm/yy):	

### 3. Project Description

Please provide a brief description of the project (additional information and supporting documents are to be appended to the application):

#### For projects that will result in reduced energy consumption from fossil fuels:

Current annual fossil fuel energy consumption (litres) from sources within scope of project, excluding purchased electricity	
Expected annual fossil fuel energy consumption (litres) from sources within scope of project <u>in absence of project</u> , excluding purchased electricity	
Expected annual fossil fuel energy consumption (litres) from sources within scope of project <u>after project is completed</u> , excluding purchased electricity	
Current annual GHG emissions (tonnes) from sources within scope of project, excluding purchased electricity (see Annex A in GGRF Proposal Drafting Guidelines calculation methodology)	
Expected annual GHG emissions (tonnes) from sources within scope of project <u>in absence of project</u> , excluding purchased electricity (see Annex A in GGRF Proposal Drafting Guidelines calculation methodology)	
Expected annual GHG emissions (tonnes) from sources within scope of project <u>after project is completed</u> , excluding purchased electricity (see Annex A in GGRF Proposal Drafting Guidelines calculation methodology)	

#### For projects that will result in non-energy GHG reductions:

**4. Privacy and Confidentiality Notice**

1. The Applicant shall clearly mark any confidential information as 'confidential'. Confidential information disclosed to ECC shall be used by ECC to assess the application.
2. Confidential information shall be held in confidence, safeguarded, and not publicly disclosed by ECC, unless otherwise provided for by the **Access to Information and Protection of Privacy Act, 2015** (ATIPPA) or other applicable legislation or the applicant provides authorization to release information.
3. Notwithstanding Notice 1, confidential information does not include information that:
  - a. is in the public domain at the time of its disclosure or later becomes publicly available;
  - b. is rightfully obtained by ECC from a third-party having the right to disseminate the information without restriction on disclosure;
  - c. is independently developed by ECC without reference to confidential information;
  - d. is reported to ECC under another federal or provincial law without restriction on disclosure;
  - e. must be disclosed by ECC pursuant to any applicable law or to a court order, in which event ECC shall make reasonable efforts to give notice to the applicant prior to any disclosure; or
  - f. ECC is subsequently authorized to release, in writing, by the Applicant.
4. Any personal information collected in this application is collected under the authority of Section 61(c) of the **Access to Information and Protection of Privacy Act, 2015** for the purposes of evaluating applications for the GGRF and communicating with those who have applied. If you have any questions regarding privacy and confidentiality, please contact the ECC Access and Privacy Coordinator by phone at (709) 729-7183.

## 5. Applicant Declarations

To the Department of Environment and Climate Change (ECC):

- a) I confirm that information given in this application and the attached proposal is, to the best of my knowledge and ability, complete, true and correct. I acknowledge that failure to disclose relevant information may result in cancellation of this application by ECC.
- b) I certify that neither the applicant, affiliated/associated companies nor its officers are involved in any litigation, or in any proceedings before any government board, agency or tribunal which have not been disclosed in writing as an attachment to this application.
- c) I consent to ECC sharing the information contained in this application and supporting documentation, including Confidential Information, with other Provincial Government departments/entities for the purposes of the assessment of this application, if necessary.
- d) I will provide all information required by ECC to complete the assessment of this project. I authorize ECC to make any inquires of such persons, firms, corporations and shareholders or other government departments and agencies as it deems necessary in order to reach a decision on this application. I consent to ECC obtaining credit reports from Dun and Bradstreet, Trans Union and other creditors in order to seek credit status.
- e) I certify that all debts owing to Provincial Government departments and/or its agencies, by the applicant and its affiliated/associated companies and shareholders have been disclosed in this application, including any amounts settled or written off by the applicant, its affiliated/associated companies and its shareholders in the last six years.
- f) I will provide all required consents to ensure that lender(s) described in (d) and (e) are able to provide ECC with full information concerning my (the Applicant's) operating and financial position, if necessary. I further authorize ECC to discuss fully my (the Applicant's) affairs with the lender(s).
- g) I confirm that legal documentation may be provided at the request of ECC, including but not limited to, By-Laws, Certificate of Good Standing, Certificate of Secretary under seal for current shareholders/directors or unanimous shareholder consent, Unanimous Shareholders' Agreement, Demand Note, General Security Agreement and/or property or other mortgage documentation.
- h) If this application is approved, I authorize ECC to access, at any reasonable time, the site and premises of the facility described in this application.
- i) I give permission for ECC to use information contained in this application, including Confidential Information, for assessing my (the Applicant's) eligibility, coordinating and providing follow-up services, and for program evaluation and/or research purposes.
- j) I agree to provide ECC with reports on project outcomes, for duration to be determined by ECC, if this application is approved for funding.
- k) I give permission to ECC to use project details, including my (the applicant's) name, the nature and scope of the project, funding amounts provided and anticipated and actual project outcomes, for communications and/or marketing purposes, pending funding approval, provided Confidential Information is not disclosed.
- l) I consent to authorizing ECC to consult with Canada-Newfoundland and Labrador Offshore Petroleum Board in determining funding eligibility for projects involving a mobile offshore industrial facility.
- m) I acknowledge that a completed application is not a guarantee of eligibility for funding under the GGRF.

\_\_\_\_\_  
Signature of authorized signing officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print name of authorized signing officer

\_\_\_\_\_  
Date (dd/mm/yy)

**Information Note**  
**Department of Environment and Climate Change**

**Title:** Offshore Regional Assessment Committee

**Issue:** To provide an overview of the work of the Offshore Regional Assessment Committee, as it pertains to the discussions at the International Partnering Forum, 2024.

**Background and Current Status:**

- The Governments of Canada and Newfoundland and Labrador launched the Regional Assessment of Offshore Wind Development in Newfoundland and Labrador (the Regional Assessment) on March 23, 2023.
- The main purpose of this Regional Assessment is to provide information and analysis regarding future offshore wind development activities in the province and their potential effects, to inform and improve future planning in a way that helps protect the environment and health, while creating opportunities for sustainable economic development.
- The federal and provincial Ministers released an Agreement and Terms of Reference between the Governments of Canada and Newfoundland and Labrador to conduct the Regional Assessment (the Agreement) and appointed a Committee responsible for conducting the assessment.
- Committee members are Shayne McDonald, Glenn Blackwood, Leslie Grattan, Brian Power, and Paul W. Saunders.
- The Committee initiated an engagement program in May 2023, seeking to gather input on a Proposed Focus Area within the broader Study Area, and additional constraints that were considered to determine preliminary offshore wind licencing areas.
- An interim report on the preliminary offshore wind licencing area recommendations was completed in March 2024. The Regional Assessment Report Draft will be released in September 2024, and the Final Report in January 2025.
- As per the Agreement, the Committee's work is based on offshore wind projects consisting of 10 or more wind turbines.
- The Regional Assessment focuses on current offshore wind technologies that may be in use in the reasonably foreseeable future.

**Analysis:**

- The purpose of the Interim Report was to provide preliminary recommendations to Ministers for locations that may or may not be suitable for future licencing processes for offshore wind development, and to outline any information and knowledge gaps, with recommendations to address gaps as appropriate.

29.1(a)



- The preliminary offshore wind licencing areas are based on research to date, avoiding marine critical habitat, marine traffic route, Marine Protected Areas, potential National Marine Conservation Area, significant viewscapes, and high-density commercial fishing areas.
- The committee applied a coastal buffer when identifying licencing areas, to minimize impacts to coastal fisheries, aquaculture, airports and marine aerodromes, protected areas, and viewscapes.
- Overall, the Committee has identified 31,620 km<sup>2</sup> of area most likely suitable for offshore wind development in the foreseeable future.
- The Committee provided 35 recommendations in the interim report, ranging from recommendations to further investigate vessel routes fisheries to recommendations to include Indigenous peoples and Indigenous knowledge in the licencing and regulatory process.

**Action Being Taken:**

- The Committee expects to further refine the preliminary offshore wind licencing areas presented in the Interim Report based on ongoing work completed during the Regional Assessment.
- The Committee will continue to engage on the preliminary offshore wind licencing areas over the course of the Regional Assessment and will resent final recommendations for offshore wind licencing areas in the Regional Assessment Report submitted to the Ministers in January 2025.
- The Committee continues to compile information, conduct analyses, and develop recommendations to inform future offshore licencing and impact assessment processes.

**Prepared/Approved by:** R. Tooby, T. Kelly, V. Snow

**Ministerial Approval:** Received from The Honourable Bernard Davis, MHA

April 19, 2024



MAY - 2 2024

**Meeting Note**  
**Department of Environment and Climate Change**  
**Meeting with Insurance Bureau of Canada**  
**May 30, 2024- 12:30PM**

**Attendees:** Minister Bernard Davis; Amanda Dean, Vice President, Insurance Bureau of Canada; Tara Kelly, ADM; Susan Squires, ADM

**Purpose of Meeting:**

- The Insurance Bureau of Canada (IBC) requested a meeting with Minister Davis to discuss the National Flood Program, climate change, and other insurance-related items.

**Background:**

- The IBC is the national industry association representing the majority of Canada's home, car, and business insurance companies. Amanda Dean, Vice President, represents Ontario and Atlantic Regions.
- Ms. Dean is periodically in contact with Climate Change (CCD) and Water Resources Management (WRMD) Divisions of the Department of Environment and Climate Change (ECC) about matters pertaining to flooding risk and insurance items.

**Agenda Item #1: National Flood Program**

- Federal Budget 2024 included \$15 million to advance a low-cost flood insurance program, which will be developed by next year with the Canada Mortgage and Housing Corporation (CMHC) in partnership with provinces, territories, and the insurance industry. In a statement, IBC acknowledged that the 2024 Federal Budget has made an important step to better protect homeowners across the country from the financial risks of climate change.
- There are 42 communities with floodplain maps. Once current flood mapping studies are complete, an additional 11 communities will have floodplain maps (e.g.: Port aux Basques).
- Newfoundland and Labrador has over 17,542 km of coastline. Approximately 503 communities, 35,500 people, 300 small craft harbours, and 24,000 structures or buildings are located within 60 m of the coastline.
- Sea level in parts of the province is expected to increase by 100 cm by 2100, projected future storm surge for parts of the province is expected to exceed 4 m, and the projected future storm wave climate for some parts of the province is expected to exceed 10 m. The province has documented coastal flooding events in 123 different communities, with at least 30 communities having experienced more than one coastal flooding event.
- Budget 2024 includes \$1.5 million for flood risk mapping. Flood risk areas have been mapped for 42 communities in the province with areas subdivided by the floodway (zones where floods have a return period of 20% years, or 5 per cent chance in any year) and the flood fringe (risk of flooding is once in 100 years, or 1 per cent chance in any year). Proposed developments in flood risk zones are evaluated against potential impacts on water resources, the structures themselves, and the surrounding areas.
- Both WRMD and CCD are involved in the national Task Force on Flood Insurance and Relocation. The report is now with the federal government for review.

- ECC staff in Water Resources Management advise they would like to learn more about IBC's role in the proposed national flood program.

#### Potential Speaking Points

- The Task Force on Flood Insurance and Relocation, an FPT-insurance industry initiative to identify insurance options, completed its work in 2022. Our teams in water management and climate change were engaged on the report, which is now with the federal government. Does IBC have any information on the status of the proposed National Flood Program?
- Has IBC taken a position or developed a policy on provision of insurance in flood plains? For example, what will or will not be insured in these areas?
- Is flooding an insurance concern for municipalities directly? Can IBC help to encourage communities to incorporate floodplain mapping into their Municipal Plans?
- IBC has its own regional scale flood mapping products. Are these publicly available?

#### **Agenda Item #2: Climate Change and Insurance-Related Items of Interest**

- Impacts of climate change include increased riverine flood events, flash flood events, coastal flooding, coastal erosion, and property damage. For example, in 2022, Hurricane Fiona demonstrated the vulnerability of coastal communities to flood hazards with over 100 homes destroyed, over \$100 million in damages, and one death.
- ECC is developing the first stand-alone climate change adaptation plan for the province. The plan will identify provincial priorities, including river and coastal flood risks while aligning, as appropriate, with the national adaptation strategy.
- The province, with support of federal funding, is currently developing modeling capacity to understand how and when proactive adaptation measures should be undertaken to reduce risk.

#### Potential Speaking Notes

- Climate change will have a significant impact on Newfoundland and Labrador. Insurance will need to adapt to these changes. We understand that in Quebec, Desjardins announced it will no longer offer new mortgages in high-risk flood zones. How are such decisions intersecting with IBC and flood insurance? Is there any flood insurance available for flooding caused by coastal storm surges and waves?
- Could IBC provide GNL with annual insurance payouts since 2000 in NL due to flooding?

#### **Agenda Item #3: Consumer Feedback**

- WRM staff advise that they have received feedback from residents who are worried about the impacts of being located in a designated floodplain and the impact of this on insurance.

Potential Speaking Points

- ECC has received feedback from residents who are worried about the impact of being located in a designated floodplain, including on their insurance. Does IBC have any information on the rate of uptake of overland flood insurance in NL or premiums increase for properties located in a designated floodplain?

**Prepared/Approved by:** H. Vokey/ E. Thompson/ T. Kelly/ V. Snow  
**Ministerial Approval:** Received from The Hon. Bernard Davis, MHA

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