

## ENVIRONMENTAL EVALUATION CHECKLIST FOR OIL AND GAS DEVELOPMENT PROJECTS ON PRIVATE LAND IN SASKATCHEWAN

The Checklist provides a self-screening mechanism for industry to determine if their development projects on privately owned land require detailed review by the Ministry of Environment. Only those projects which trigger a non-routine response for one or more of the environmental issues identified on this list require clearance before work commences.

These procedures and checklist outline the Ministry of Environment's (ENV) environmental evaluation requirements for Petroleum and Natural gas projects on privately owned land. This checklist applies to drilling and all other facilities, such as batteries and compressor stations, and sustaining pads associated Steam Assisted Gravity Drainage (SAGD) projects which occupy PRIVATE land only. Well applications must be submitted through the INTEGRATED RESOURCE INFORMATION SYSTEM (IRIS).

Linear projects on private land will be reviewed by submitting an ENVIRONMENTAL EVALUATION CHECKLIST FOR PNG LINEAR PROJECTS ON PRIVATE LAND. Seismic projects on private land will be reviewed by submitting an ENVIRONMENTAL EVALUATION CHECKLIST FOR SEISMIC OPERATIONS ON PRIVATE LAND. Refer to the Environmental Review Guidelines for Oil and Gas Activities Appendix B - Oil and Gas Project Proposal (OGP) when preparing your information. These proposed projects on Crown Land must be submitted as an OGP electronically to the appropriate Ecological Management Specialist office.

**ALL PROJECTS ON CROWN LAND ARE SUBJECT TO MORE DETAILED ENVIRONMENTAL REVIEW.** A project proposal, as outlined in the Environmental Review guidelines for Oil and Gas Activities Appendix B – Oil and Gas Project Proposal (OGP) which can be found at: [http://publications.gov.sk.ca/documents/66/89138-ENV Review Guidelines for Oil and Gas Activities.pdf](http://publications.gov.sk.ca/documents/66/89138-ENV%20Review%20Guidelines%20for%20Oil%20and%20Gas%20Activities.pdf), must be completed.

### **PROCESS**

It is recommended you contact Ministry of Environment's Ecological Management Specialists prior to submitting the checklist if you have any questions. They will be able to identify local concerns and provide direction regarding the level of detail and other information requirements.

All projects are required to be screened using the HABISask mapping application:

Use HABISask → HABITools Tab → Rare Species Assessment Buffer to create a HABISask Rare and Endangered Species Report for the project site. Apply a 1 km buffer to the proposed project footprint to account for any rare and sensitive species occupying adjacent lands that may fall within the Activity Restriction Guidelines. This report is to be submitted with the checklist. If you experience any difficulties, please use the 'contact us' feature on HABISask. See the Saskatchewan Conservation Data Centre's HABISask webpage for more information on HABISask including a data sharing agreement which is required to sign in. Information on species of concern can also be obtained from ENV's Ecological Management Specialists.

If ALL responses are considered **Routine**, the environmental evaluation checklist with attached surveys, maps, photomosaic images, photographs, HABISask information and any other relevant information will be submitted through the Integrated Resource Information System (IRIS) as part of your well license application. Work may start once you have the well licence has been issued.

If your response is determined to be **Non-Routine** to one or more of the questions on the checklist, follow these procedures:

- Forward the environmental evaluation checklist with surveys, maps, photomosaic images, photographs, HABISask information and any other relevant information through the Integrated Resource Information System (IRIS) as part of your well license application.
- Provide a brief description of the project and information pertaining to the item(s) considered non-routine.
- Describe how you will mitigate any problems/issues associated with those item(s). Information is NOT required in relation to items that were indicated routine.
- Refer to the Environmental Review Guidelines for Oil and Gas Activities Appendix A - Oil and Gas Project Proposal (OGP) when preparing your information. [http://publications.gov.sk.ca/documents/66/89138-ENV Review Guidelines for Oil and Gas Activities.pdf](http://publications.gov.sk.ca/documents/66/89138-ENV%20Review%20Guidelines%20for%20Oil%20and%20Gas%20Activities.pdf)
- **Photographs of the site are required to assist in the review of the project**
- **WAIT** for a licence to be issued through IRIS.

### **REGULATORY NOTES**

- Conduct Surveys in Suitable Habitat: Surveys must be conducted in areas containing suitable habitat for the species or guild. Suitable habitat is defined as all habitat types described in the "Ecology and Life History" section of NatureServe Explorer (i.e., use "Species Quick Search" for relevant species).
- Burning Woody Debris – From April 1 to October 31, a Burn Notification Number is required for open fires in a provincial forest, in park land, or any quarter section wholly or partly within 4.5 km of a provincial forest. Information about the new regulations, including notification exemptions for small fires, is outlined in the Open Burning Synopsis. To get a Burn Notification Number, call your local Wildfire Management Forest Protection Area Office between April 1 and October 31 during business hours, 8:00 a.m. to 5:00 p.m.
- Waste Management – All waste must be handled according to the appropriate legislation.

- Heritage Resources – Proponents are responsible for ensuring projects are cleared by the Heritage Conservation Branch of Saskatchewan Ministry of Parks, Culture and Sport, prior to beginning construction. Developers should check the Developers' Online Screening Tool – Heritage Resource Review and HRIA information, located at <https://www.saskatchewan.ca/> under programs and services on the Ministry of Parks, Culture and Sport website. Heritage Branch can also be contacted by email at [arms@gov.sk.ca](mailto:arms@gov.sk.ca) for additional information regarding project review.
- Activity on Native Prairie – If the project encroaches on native grassland on private land, whether or not any of the items on the checklist are triggered, the Ministry of Environment recommends the following measures to help reduce the impact of the project on this valuable resource:
  - Avoid topsoil stripping wherever possibly by locating the lease in the most level location available.
  - Where stripping is essential, strip only what is required for safety, not the entire lease.
  - Re-seed disturbed native prairie using a seed mix of native species common in the project area.
  - Plan your project to be conducted outside the sensitive breeding and rearing periods for species of concern and outside the active growing season

MINISTRY OF ENVIRONMENT CHECKLIST FOR DEVELOPMENT PROJECTS ON PRIVATE LAND

NOTE: All development projects on Crown land are subject to environmental screening by Ecological Management Specialists.

Company Name and Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Project Type (well, battery, compressor, etc.) \_\_\_\_\_

Project Name: \_\_\_\_\_

Land Location: \_\_\_\_\_

Approximate construction date(s): \_\_\_\_\_

1. Did you complete a pre-disturbance field assessment following the Ministry of Environment’s species detection survey protocols?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
Name of Assessor and Date of Assessment: _____																																																			
<b>Information Note:</b> Conduct Surveys in Suitable Habitat: Surveys must be conducted in areas containing suitable habitat for the species or guild. Suitable habitat is defined as all habitat types described in the “Ecology and Life History” section of NatureServe Explorer .																																																			
1.1 Did your pre-disturbance field assessment identify any species of concern within the project area?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
1.2 Will this project proceed in accordance with the current “Saskatchewan Activity Restriction Guidelines for Sensitive Species”?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
<div>Use the following table to determine the final response to the previous questions:</div> <table><thead><tr><th>Question</th><th>Response</th><th>Question</th><th>Response</th><th>Question</th><th>Response</th><th>Final Response</th></tr></thead><tbody><tr><td>1</td><td>No</td><td>1.2</td><td>No</td><td></td><td></td><td>Non-Routine</td></tr><tr><td>1</td><td>No</td><td>1.2</td><td>Yes</td><td></td><td></td><td>Routine</td></tr><tr><td>1</td><td>Yes</td><td>1.1</td><td>Yes</td><td>1.2</td><td>No</td><td>Non-Routine</td></tr><tr><td>1</td><td>Yes</td><td>1.1</td><td>Yes</td><td>1.2</td><td>Yes</td><td>Routine</td></tr><tr><td>1</td><td>Yes</td><td>1.1</td><td>No</td><td>1.2</td><td>No</td><td>Routine</td></tr><tr><td>1</td><td>Yes</td><td>1.1</td><td>No</td><td>1.2</td><td>Yes</td><td>Routine</td></tr></tbody></table> <div>A final response of Non-Routine indicates further review by the Ministry of Environment is required.</div>			Question	Response	Question	Response	Question	Response	Final Response	1	No	1.2	No			Non-Routine	1	No	1.2	Yes			Routine	1	Yes	1.1	Yes	1.2	No	Non-Routine	1	Yes	1.1	Yes	1.2	Yes	Routine	1	Yes	1.1	No	1.2	No	Routine	1	Yes	1.1	No	1.2	Yes	Routine
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2. Using the <u>Stewart and Kantrud Wetland Classification System</u> , will your project cause: a) a surface disturbance within 45 m of a Class I, Class II, or Class III water body or wetland <b>And/or</b> b) surface disturbance on a slope >5% leading directly to a water body or wetland even if that disturbance will occur at a distance greater than the distance listed above?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
2.1 Has the entire wetland been cultivated at any time within the past two years?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
2.2 Can this development proceed with no direct physical impact to, or alteration of the water body, wetland and its riparian area?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
2.3 Will steps such as: construction of impermeable berm(s), the use of sorbent material and/or silt fences, be taken to ensure no dirt, debris, machinery, lubricants, fuels, spills or produced material can enter the water body, wetland and its riparian area?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
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2	No	N/A	N/A	N/A	N/A	N/A	N/A	Routine																																											
2	Yes	2.1	No	2.2	No	2.3	No	Non-Routine																																											
2	Yes	2.1	Yes	2.2	Yes	2.3	Yes	Routine																																											
3. Excluding Class I, Class II, and Class III water bodies or wetlands:																																																			
3.1 Will this project cause either a surface disturbance within 45 m of any watercourse, water body or wetland or 90 m of any fish bearing or potentially fish bearing watercourse, water body or wetland?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	
3.2 Will this project cause a surface disturbance on a slope <5% leading directly to a watercourse, water body or wetland even if that disturbance will occur at a distance greater than the distances listed above?		<input type="checkbox"/> YES <input type="checkbox"/> NO																																																	

Use the following table to determine the final response to the previous questions:

Question	Response		Question	Response	Final Response
3.1	Yes	And/Or	3.2	Yes	Non-Routine
3.1	No	And	3.2	Yes	Routine

A final response of Non-Routine indicates further review by the Ministry of Environment is required.

4. Will this project require crossing of any watercourse, water body or wetland?

☐ YES ☐ NO

4.1. Is the watercourse, water body or wetland currently under cultivation?

☐ YES ☐ NO

4.2. Can the natural flow of water be maintained?

☐ YES ☐ NO

Use the following table to determine the final response to the previous questions:

Question	Response	Question	Response		Question	Response	Final Response
4	No						Routine
4	Yes	4.1	No	And/Or	4.2	No	Non-Routine
4	Yes	4.1	Yes	And	4.2	Yes	Routine

A final response of Non-Routine indicates further review by the Ministry of Environment is required.

5. Does this project use surface or ground water for steam injection?

☐ YES ☐ NO

5.1. Is this a sustaining well pad project?

☐ YES ☐ NO

5.2. Will this project require an increase in water use allocation from Water Security Agency?

☐ YES ☐ NO

Use the following table to determine the final response to the previous questions:

Question	Response	Question	Response	Question	Response	Final Response
5	No					Routine
5	Yes	5.1	Yes	5.2	No	Routine
5	Yes	5.1	Yes	5.2	Yes	Non-Routine

A final response of Non-Routine requires further review by the Ministry of Environment and an Oil and Gas Proposal must be submitted through Environmental Assessment & Sustainability Branch.

6. Will this project affect provincial Crown agricultural or Crown Resource land in any way, or any land with a special designation, including: Fish and Wildlife Development Fund, Conservation Easement, Game Preserve, Provincial Park, Recreation Site, Regional Park, Ecological Reserve, Qu’Appelle Implementation, Rafferty or Alameda Mitigation land, federal critical habitat as defined by *The Species at Risk Act*, or any other land with a special designation?

☐ YES ☐ NO

Use the following to determine the final response to the previous questions:

Question	Response	Final Response
6	No	Routine
6	Yes	Non-Routine

A final response of Non-Routine requires further review by the Ministry of Environment and an Oil and Gas Proposal will be required for this project.

REMINDER: If one or more of your responses is considered NON-ROUTINE, you must submit the environmental evaluation checklist with all supporting information through IRIS as part of your well licence application. Ministry of Environment well licence obligations must be received before proceeding with work.

Name of individual completing checklist: \_\_\_\_\_

Date: \_\_\_\_\_

Company Representative: \_\_\_\_\_

Job Title: \_\_\_\_\_

(Signature Required)

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