ENVIRONMENTAL GUIDELINES

FOR USERS OF THE PORTS

OF GROS-CACOUNA,
RIMOUSKI, MATANE
AND GASPÉ

Update January 2025

Société portuaire du Bas-Saint-Laurent et de la Gaspésie

Québec

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Photography: Réjean Boucher

Environmental protection is vitally important for the Société Portuaire du Bas-Saint-Laurent et de la Gaspésie. Our commitment to the environment is demonstrated in the way we manage operations at the ports of **Gros-Cacouna, Rimouski, Matane and Gaspé.**

We strive to continuously improve our operations, and as such are continuing to implement environmental management principles in our four ports.

WHERE WE ARE FOCUSSING OUR TIME:

- Complying with environmental rules and regulations
- Carrying out environmental impact assessments for development and improvement projects at our locations
- Earning and retaining Green Marine certification: the voluntary program for the North American maritime industry aims to guide the industry toward environmental excellence by encouraging and recognizing those who uphold or go beyond regulatory environmental obligations.

We would also like to gain a better understanding, share best practices and improve our environmental performance by collaborating with clients and users. Which is why we have created these environmental guidelines for you to follow and apply. So that we can all improve our environmental performance in our port areas.

ACKNOWLEDGEMENTS
We would like to thank the Québec Port Authority for sharing the content of the Port of Quebec's registry of mitigative measures.

NOTICE

The following document presents the current environmental guidelines for operations at the Ports of ***Gros-Cacouna, Rimouski, Matane and Gaspé.***

Some elements may not be applicable or may differ depending on the nature of the user's project, the specific characteristics of the location or the specific characteristics of the activity in question.

Users are responsible for identifying and upholding the rules, requirements and best practises applicable to their activities at all times. ***In the event of a failure to comply with specifications or environmental impact, the SPBSG may shut down work at any time.*** *The harbour master of the port in question, the SPBSG's environmental director and the relevant authorities (if required) must immediately be notified of any failure to comply with specifications or environmental impact.*

This document is in no way intended to exempt users from their legal obligations nor replace any applicable laws or regulations.

In the event of any contradictions between the information contained herein and legislation, the latter prevails. The guidelines presented in this document are intended to complement some legislation or reflect environmental best practices. In all circumstances, users must apply the strictest measures between those contained herein, those in legislation and other SPBSG requirements.



LEAKS AND SPILLS

LEAKS AND SPILLS

IN THE EVENT OF A SPILL, CALL:

- Urgence-Environnement Québec at 1-866-694-5454
- The harbour master
- In the event of a spill into the water, also contact: The National Environmental Emergencies Centre at 1-866-283-2333

» All land and maritime spills must be reported immediately, regardless of size.

» All leaks and spills must be immediately contained and recuperated, then disposed of in accordance with the legislation in effect.

PREVENTING LEAKS AND SPILLS

- Always carry the appropriate oil spill-response equipment (absorbent sheets, pads and imbiber beads) in sufficient quantities to respond in the event of a small-scale accidental spill (based on your activities).

- Ensure all employees on shift are familiar with the spill-response equipment and methods, and understand procedures, in the event of an accidental spill.

- To prevent accidental spills, always proceed with caution when handling dangerous materials.





USER/OPERATOR LEADERSHIP

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- Obtain the harbour master's authorization for any work you wish to carry out within the port and for any other requests requiring the use of port facilities.

- Implement all reasonable measures to prevent significant environmental risks.

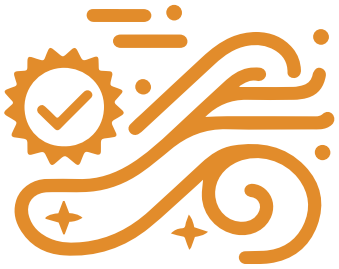
- Always immediately report any failure to comply with specifications or environmental impact to the harbour master or relevant authorities (if required).





AIR QUALITY

AIR QUALITY



COMMITMENT

- Adopt all necessary labour measures to prevent dust and fine particulate emissions, etc.
- Notify the employees on shift of the importance of minimizing dust emissions, for example by installing adequate work spaces, tarpaulins, curtains or other control measures, such as water cannons and sweeping compounds.
- Clean work sites at the end of the day and cover waste and piles to prevent the wind from lifting up dust or carrying away waste.
- Clean and recuperate debris at the end of each day to prevent it being spread by the wind.
- Quickly stabilize or clean-up work spaces to prevent wind erosion.

LOADING AND UNLOADING VESSELS

- When handling or storing dry bulk cargo, implement measures to limit the spread of dust (e.g. reduce the head, use storage bins, quickly cover piles of dry bulk cargo, manage operations depending on the wind, limit the amount of handling required, use dust collection bins, etc.).
- If it is possible and safe to do so, close the cargo hold as much as possible to reduce the risk of dust emissions.
- Recuperate cargo residue on the ground to prevent dust emissions in the air and water.
- All vessels, stevedoring companies and users must clean port facilities to the harbour master's satisfaction, using methods that produce the least amount of dust possible.
- Carry out regular or ongoing visual inspections to detect dust emissions originating from open-air storage, in order to quickly react and implement adequate response measures.
- Suspend operations if dust dispersion exceeds regulatory limits

TRAFFIC AND GREENHOUSE GASES

- Avoid idling vehicles within the port area. Turn off your engine when waiting, and make sure your employees and subcontractors are aware of this rule.
- Ensure the transportation equipment you use is always in good condition.
- Avoid travelling along residential streets in transport trucks and heavy machinery so as not to disturb the local population.
- Do not go over the 20 km/h speed limit set in the port area.
- Apply measures aiming to reduce traffic and vehicle wait times at heavy traffic times.



WATER QUALITY

Photography: Simon Bujold

WATER QUALITY

- Take measures to prevent water contamination during loading and unloading operations (e.g. using a tarpaulin between the vessel and the wharf when loading/unloading). Use sealed covers for manholes and sumps during bulk handling.

- Continuously monitor the unloading of petroleum products and refueling of ships. Use containment trays and sealed covers

- Quickly stabilize or clean-up work spaces to prevent surface runoff. Improve grading and draining if required.

- Store cuts and backfill at least 30 metres from the river or other bodies of water. If you are unable to meet this minimum distance requirement, please contact the harbour master to agree upon a safe distance.

- Releasing or immersing contaminants into the river or any other body of water is strictly prohibited.

- If applicable, use membranes, pads, bales of straw, geotextiles or other devices to filter suspended solids in runoff water, and ensure you regularly clean them.

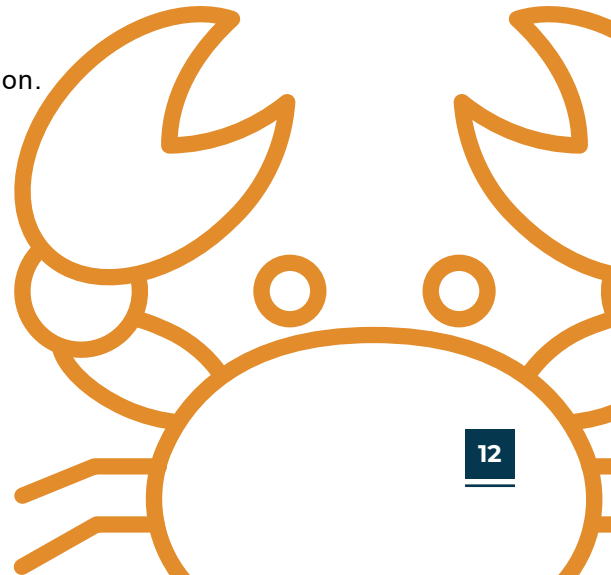
- The use of 'open-loop scrubbers' is strictly prohibited within port limits

SURFACE WATER MANAGEMENT

- Regularly monitor coastal waters and the site in order to immediately detect and address leaks originating from your activities.

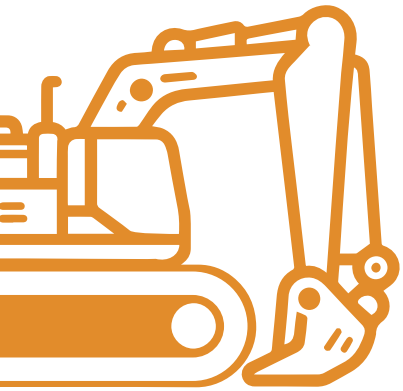
WASTE SNOW MANAGEMENT

- Dumping snow into the river or any other body of water is strictly prohibited at all times.
- Use abrasives and melt in small quantities, just enough to create a safe work site.
- Snow that is removed must be transported to an authorized location.





SOIL MANAGEMENT



SOIL MANAGEMENT

- Before commencing work, contact the harbour master and characterize the excavated soils within the port area in accordance with the agreed upon analysis criteria.

SOIL QUALITY

- Check for the presence of contaminated soil before carrying out any excavation work and share the analysis results with the SPBSG.
- Transport and dispose of excavated soils, excess backfill and contaminated materials in accordance with the regulations in effect.

CONTAMINATED SOIL MANAGEMENT

- Always notify the harbour master of any upcoming excavation work.
- Sample and separate any soils presenting possible contamination or presenting signs of contamination (visual or olfactory). Manage soils that may be contaminated as you would contaminated soils and store them as required.
- If required, temporarily store excavated contaminated soils in the location and according to the terms agreed upon with the harbour master. For example, temporarily store contaminated soils in an environmental container or on a moisture barrier covered with another solidly attached moisture barrier to prevent further contamination and dispersal by wind.
- Clearly identify piles of materials in order to easily retrace their origin and nature.
- Share the results of soil characterization with the SPBSG's environmental director.
- Always ensure backfill materials are free from contaminants.

AREA MANAGEMENT

- Notify the harbour master in the event of any archaeological discoveries.

PREVENTION

- The emission of particulate matter originating from cleaning, stripping or sanding must be contained (e.g., set up adequate work spaces, tarpaulins, curtains or other control measures).



WILDLIFE AND PLANT LIFE

WILDLIFE AND PLANT LIFE

- Vessels must follow Transport Canada's Voluntary Guidance for Relevant Authorities on In-Water Cleaning of Vessels in order to prevent the introduction and spread of invasive aquatic species through biofouling. These guidelines can be consulted on the Transport Canada website.

- Immediately notify the harbour master if a bird's nest is detected in a work area.
- The following is prohibited:

  - destroying, moving or taking a migratory bird's nest or eggs
  - taking or having in your possession a migratory bird

- If there is any uncertainty about the presence of exotic invasive, at-risk or vulnerable species, immediately notify the harbour master.
- To reduce subaquatic noise levels and the risks of collision with a marine mammal in SPBSG ports, vessels must travel at 5 knots or less.

Additionally, the captain and crew are encouraged to report sightings of marine mammals in or near SPBSG ports via radio channels or through a recognized application, such as :

- **Whale Alert**
- **Whale Report**
- **Navigation Baleine (navigationbaleines.ca)**
- **Vigie marine (observation.navigatingwhales.ca)**

- For all wildlife-related emergencies, contact the Bas-Saint-Laurent and Gaspésie-Îles-de-la-Madeleine's Wildlife Protection Director at 418 727-3710.



NOISE LEVELS AND VIBRATIONS

Photography: Dany Dumont

NOISE LEVELS AND VIBRATIONS

- Users must implement operational practices or take appropriate measures to limit the use or reduce the impact of horns, without compromising safety (e.g. using multifrequency “sshrrr sshrrr sshrrr” alarms).
- **Use engine brake sparingly**
- Adopt practises to minimize noise disruption (e.g. loop traffic to prevent the need to back up, install buffer walls, avoid slamming truck tail gates, consider where to position generators, etc.).
- Vessel sirens must only be used to ensure safe travel.





WASTE MATERIALS

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WASTE MATERIAL MANAGEMENT

- Manage all types of waste materials produced on the site in accordance with the 4Rs.
- Separate materials by type.
- Adequately dispose of waste in accordance with current regulations.
- Collect and confine waste materials and debris that have fallen on the ground (e.g. cover piles or use closed containers).
- Ensure sites are tidy at all times.

The 4Rs (in order of importance):

REDUCE
REUSE
RECYCLE
RECOVER

DANGEROUS MATERIAL MANAGEMENT

- Store dangerous materials in a closed location, on a watertight surface, sheltered from inclement weather, and ensure it is appropriately identified.
- Follow the requirements of the Globally Harmonized System (GHS) regarding the use, handling, storage and disposal of dangerous materials, as well as the classifying, archiving and accessibility of files.

INTERNATIONAL WASTE

- The vessel's officer must make a direct request to the Canada Border Services Agency.





PETROLEUM AND ALLIED PETROLEUM PRODUCT STORAGE MANAGEMENT



PETROLEUM AND ALLIED PETROLEUM PRODUCT STORAGE MANAGEMENT

- Notify the harbour master before replacing or adding any oil reservoirs whether temporary or permanent.
- Protect the contents and the reservoirs from accidental collisions, through their positioning and by using physical means (bollards, barricades, etc.), and locking them if applicable.
- Use absorbent mats or catchpits to contain leaks (e.g. under vehicles or when filling). Clean up immediately and proceed to repair work.
- Refuel and lubricate vehicles and machinery in a suitably equipped area designed for that purpose or at least 30 m (100 ft) from bodies of water and at least 15 m (50 ft) from ditches or storm sewers. If you are unable to meet these distance requirements, other measures must be implemented to prevent spills and leaks (e.g. watertight covers, retention tanks).
- Obtain authorization from the harbour master before refuelling or lubricating vehicles and machinery within the port area.
- Limit the storage of petroleum and allied petroleum products to a minimum.
- Regularly inspect and maintain any equipment likely to leak (reservoirs, generators, compressors, pumps, etc.).
- Where possible, use lubricants that are inherently and readily biodegradable, non-toxic and non-bioaccumulative in hydraulic equipment.

CONTACT INFORMATION
PORT FACILITIES

Port of Gaspé

Harbour master: Lise Nadeau
Tel.: 418 368-6679 or cell phone: 418 360-5123
Email: portgaspe@spbsg.com

Port of Gros-Cacouna

Harbour master: Louis D'Amours
Tel.: 418 867-1784 or cell phone: 418 868-9920
Email: portgroscacouna@spbsg.com

Port of Matane

Harbour master: Jean-Pierre Harrison
Tel.: 418 566-7152 or cell phone: 418 560-2514
Email: portmatane@spbsg.com

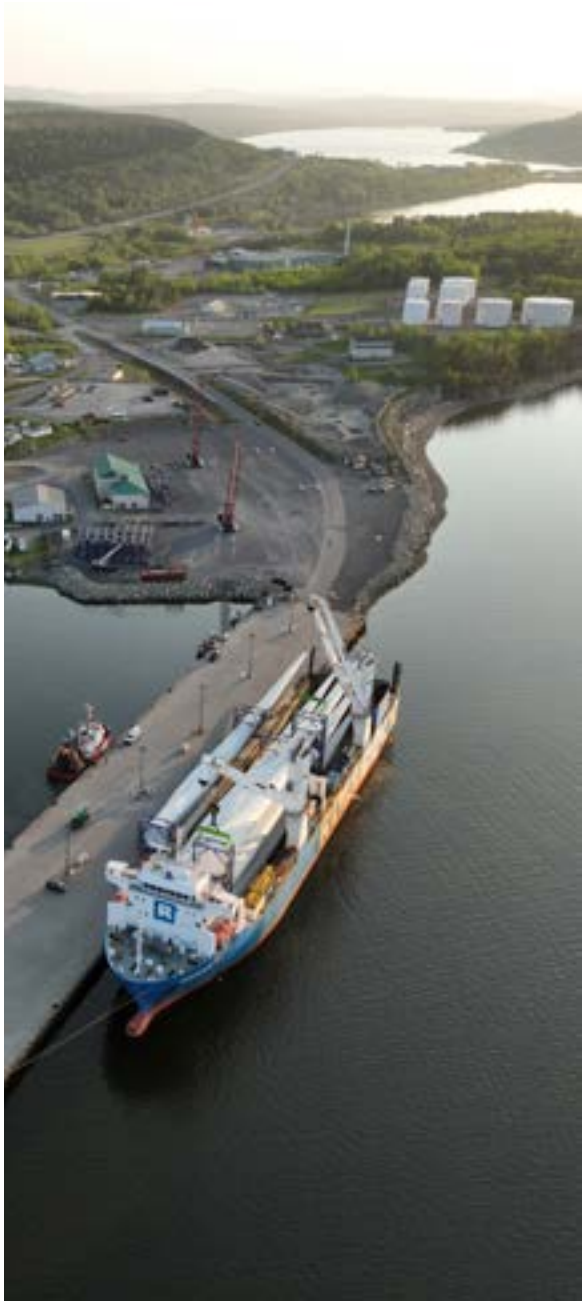
Port of Rimouski
Harbour master: Yannick Isabelle
Tel.: 418 722-3011 or cell phone: 418 732-1818
Email:portrimouski@spbsg.com

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Photography: Simon Bujold