

# Environment and Local Government

Annual Report  
**2019–2020**



**Environment and Local Government  
Annual Report 2019-2020**

Province of New Brunswick  
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## Transmittal letters

### **From the Minister to the Lieutenant-Governor**

The Honourable Brenda L. Murphy  
Lieutenant-Governor of New Brunswick

May it please your Honour:

It is my privilege to submit the annual report of the Department of Environment and Local Government, Province of New Brunswick, for the fiscal year April 1, 2019, to March 31, 2020.

Respectfully submitted,



Honourable Gary Crossman  
Minister

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### **From the Minister to the Lieutenant-Governor**

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Respectfully submitted,



Honourable Daniel Allain  
Minister

**From the Deputy Minister to the Minister**

Honourable Gary Crossman

Minister of Environment and Climate Change

Sir:

I am pleased to be able to present the annual report describing operations of the Department of Environment and Local Government for the fiscal year April 1, 2019, to March 31, 2020.

Respectfully submitted,



Cade Libby

Deputy Minister

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**From the Deputy Minister to the Minister**

Honourable Daniel Allain

Minister of Local Government and Local Governance Reform

Sir:

I am pleased to be able to present the annual report describing operations of the Department of Environment and Local Government for the fiscal year April 1, 2019, to March 31, 2020.

Respectfully submitted,



Ryan Donaghy

Deputy Minister

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# Minister's message

During the 2019-20 fiscal year, the Department of Environment and Local Government continued to achieve our mandate by supporting initiatives that protect and enhance our environment while collaborating with Stakeholders.

Many of us know how devastating spring flooding can be in New Brunswick. The department's Hydrology Centre continued to provide timely and accurate information about water levels to keep New Brunswickers and their families safe.

The department continued with the implementation of the Climate Change Action Plan demonstrating our commitment to the environment and our determination to find ways to empower all of us to make the necessary changes that will mitigate the effects of climate change.

The department's Environmental Trust Fund invested approximately \$8.4 million into more than 230 environmental projects that benefitted the environment through protecting, preserving and enhancing the Province's environment.

New Brunswick became the first province in Atlantic Canada to announce it is developing an extended producer responsibility program for packaging and printed paper. We continue to engage stakeholders and Recycle NB as we develop a framework for this important program.

The department released *The State of Water Quality in New Brunswick's Lakes and Rivers: Water Quality Monitoring Results 2003-2016* and the 2016 and 2017 air quality reports. We remain transparent and progressive in our approach to ensuring New Brunswickers have the information they need when they need it.

I want to thank every member of the Environment and Climate Change team for all the milestones that were reached this past year. I'm so impressed and humbled by your dedication and commitment.



Honourable Gary Crossman  
Minister of Environment and Climate Change  
Department of Environment and Local Government

# Minister's message

During the 2019-20 fiscal year, the Department of Environment and Local Government continued to achieve our mandate by supporting initiatives that improved the lives of all New Brunswickers.

The second consecutive year of major flooding occurred in New Brunswick in 2019. The challenges faced by those in the flood zone cannot be underestimated. Our Local Government team was there before, during and after the flood to support residents throughout the flood prone areas.

Planning begins months before the spring freshet to ensure we are ready. We worked with Local Service Districts and agencies representing LSDs to ensure they had sandbags to protect homes and businesses from rising waters. We organized debris pick-up after the flood to help residents and business owners get their homes and properties cleaned up and safe as quickly as possible.

COVID-19 reached New Brunswick in March and I'm proud of how everyone in this department was able to quickly adapt during such a stressful period. We kept essential services going and we were able to meet the challenges caused by the global pandemic. In difficult times, the bonds that tie us together grow stronger and that was never more evident than during the pandemic.

Our department had many successes over the past year and that momentum continues. Strong regions and communities are essential to New Brunswick's future success.

Amendments to the *Local Governance Act* in 2019 gave local governments the option to implement a tourism accommodation levy. The levy, which helps fund tourism marketing and development, is an important step to diversify their revenue streams.

To ensure communities have adequate levels of service, local governments and Local Service Districts received more than \$75 million in community funding and equalization grants from the province.

The Climate Change Secretariat has been helping communities in New Brunswick in their efforts to adapt to the impacts of climate change and to build resilience through the development of adaptation plans and sharing knowledge and best practices.

As our important work continues, I want to thank every member of the ELG team for all the milestones we have reached. I'm so impressed and humbled by your dedication and commitment.



Honourable Daniel Allain  
Minister of Local Government and Local Governance Reform  
The Department of Environment and Local Government

# Deputy Minister's message

The Department of Environment and Local Government continues to collaborate with our Stakeholders and works daily to ensure our environment is not only protected for our generation but for future generations through proper planning and management of land and waste management issues as well as ensuring effective enforcement of, and compliance with, environmental legislation and regulations.

2019 saw the second consecutive year of major flooding in New Brunswick. Our Hydrology Centre has one of the finest forecasting systems for the size of our jurisdiction in North America and staff provided timely and accurate forecasts seven days a week until the threat subsided.

We introduced our new online wetland and watercourse reference map, which has become an important tool for the Watercourse and Wetland Alteration (WAWA) permitting program. The new map provides clear descriptions of how wetlands are managed in the province and helps provide relevant information to people who may require a WAWA permit.

Our Climate Change Secretariat has been helping communities in New Brunswick in their efforts to adapt to the impacts of climate change and to build resilience through the development of adaptation plans and sharing knowledge and best practices. More than 50 communities, including all eight cities, have completed their vulnerability assessments or adaptation plans.

The Environmental Trust Fund is a longstanding mechanism for local groups, organizations, municipalities and institutions to implement projects that benefit the environment. In 2019-20, the department's Environmental Trust Fund invested approximately \$8.4 million to support environmental projects with more than 60 of those projects addressing climate change.

The department's work in the Shediac area and continued engagement with stakeholders has proven to be invaluable as we develop the Shediac Bay Watershed Management Plan.

From annual air quality and water reports to collaboration on blue-green algae, this department excels in so many areas.

I am so proud to be part of Environment and Climate Change. Staff members are dedicated, passionate and professional. We are committed to protecting New Brunswick's environment and ensuring our province is a great place in which to live.

Cade Libby



Deputy Minister of Environment and Climate Change  
Department of Environment and Local Government



# Deputy Minister's message

The Department of Environment and Local Government works daily to support our communities throughout the province and to ensure we have open lines of communication with our stakeholders.

It was a challenging year with a major flood and the arrival of a global pandemic.

Last year was the second consecutive year of flooding in the province. Planning happened long before the spring melt and that preparedness enabled the Department of Environment and Local Government to provide almost 140,000 sandbags to Local Service Districts and agencies representing them. We also organized debris pick-up and sand bag removal that enabled those affected by the flood to get their lives back to normal as quickly as possible.

The first cases of COVID-19 in New Brunswick set us on an unprecedented journey that saw our work and homes lives changed dramatically.

The adaptability and resilience of everyone in this department was evident as we moved quickly to support local governments and to ensure they had the support they needed. We also ensured the Local Service District fire departments had the supplies they needed to continue serving their communities safely.

In March, *An Act Respecting Elections in 2020* was enacted to postpone the May 11, 2020 election. The importance of keeping voters, election workers and the general public safe was – and continues to be – our No. 1 priority.

Strong regions and communities are essential to New Brunswick's current and future success. To support them, local governments and local service districts received more than \$75 million in community funding and equalization grants from the provincial government.

Amendments to the *Local Governance Act* in 2019 enabled local governments to implement a tourism accommodation levy if they decided to do so. The levy, which helps fund tourism marketing and development, is an important step to increase tourism activity and make our regions more vibrant.

The Climate Change Secretariat has been assisting New Brunswick local governments in their efforts to adapt to the impacts of climate change. More than 50 communities have completed their vulnerability assessments or adaptation plans.

I am so proud to be part of Local Government and Local Governance Reform. Staff members are dedicated, passionate and professional. We are committed to ensuring our communities – large or small, urban or rural – are great places in which to live.



Ryan Donaghy  
Acting Deputy Minister of Local Government and Local Governance Reform  
Department of Environment and Local Government

# Top Government Priorities

## Strategy and Operations Management

The Government of New Brunswick (GNB) uses a Formal Management system built on leading business practices to develop, communicate and review strategy. This process provides the Public Service with a proven methodology to execute strategy, increase accountability and continuously drive improvement.

The development of the strategy, using the Formal Management system, starts with our governments roadmap for the future of New Brunswick that focuses on key priorities and the importance of public accountability.

## Our Top Priorities:

### **Affordable and Responsive Government**

Getting our financial house in order will make it possible for government to be responsive and provide sustainable high-quality public services for all New Brunswickers.

### **Dependable Public Health Care**

New Brunswickers deserve a sustainable, high-quality health-care system where they can access the services they need when they need them.

### **World-class Education**

New Brunswick's young people need access to a world-class education, so they can make the most of their lives and compete in future job markets.

### **Energized Private Sector**

All New Brunswickers benefit from a thriving private sector. Increasing private sector investment, growing our labour force and being home to successful businesses of all sizes is good for our province.

### **Vibrant and Sustainable Communities**

Vibrant communities are places people want to call home. More vibrant and sustainable communities make for a more resilient province.

### **High-performing Organization**

All New Brunswickers benefit when engaged and empowered civil servants use their talents and skills to make our province a better place.

# Highlights

During the 2019-2020 fiscal year, the Department of Environment and Local Government focused on these strategic priorities through:

- 40 staff completed Indigenous Reconciliation Awareness training which provides education on the history of Indigenous peoples and how to implement reconciliation in the workplace.
- The *Climate Change Act* was amended to establish a framework for the regulation of greenhouse gas emissions from New Brunswick's large emitters.
- A new Development and Building Permit Prerequisites Regulation was enacted under the *Community Planning Act* to set out the approvals and permits needed before a building permit may be issued by a local government or a regional service commission.
- Initiated work on the development of a New Brunswick Output-Based Pricing System to regulate greenhouse gas emissions from large industrial emitters.
- Amendments to the province's *Local Governance Act* have empowered local governments to implement a tourism accommodation levy to fund tourism marketing and development.
- Continued collaboration with other government departments to implement the provincial Recreational Water Quality Monitoring Program.
- Completed and released to the public *The State of Water Quality in New Brunswick's Lakes and Rivers: Water Quality Monitoring Results 2003-2016 Report* in support of the New Brunswick Water Strategy.

# Performance measures

Vibrant and sustainable communities	Measures
Financially independent communities	Percentage of local government revenues coming from non-property tax revenues.
Resilient communities	Percentage of local governments covered by an adaptation plan.
Enhanced quality of life	Percentage increase of regional services within Regional Service Commissions.

## Vibrant and sustainable communities

### Objective of the measure

Financially Independent Communities.

### Measure

Percentage of local government revenues coming from non-property tax revenues.

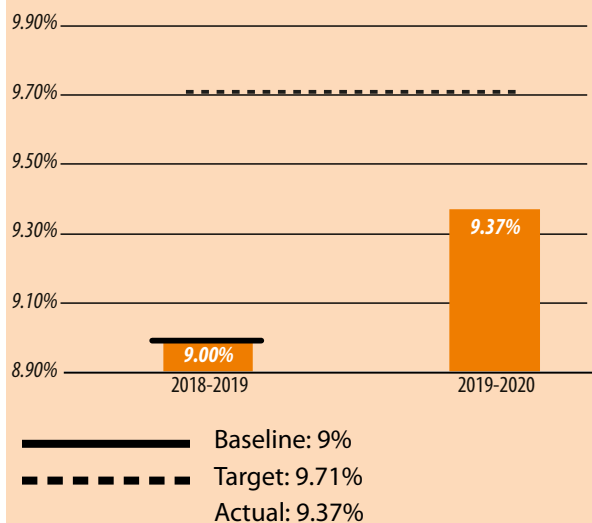
### Description of measure

This measure tracks the percentage of total local government revenue that originates from non-property tax revenue. The measurement is calculated using local government's official budgets that are submitted and approved by ELG.

### Overall performance

This was a new measure for 2019-2020. At that time, nine percent of local government budgets originated from non-property tax revenue. As of December 2019 (budget submission date for local governments), 9.37 percent of revenue originated from non-property tax revenue. It was estimated in the 2019-2020 year that local governments would be generating \$7M in new revenue due to the new property tax levy. However, given it was only the first year, and that this initiative was implemented late in the year, only six local governments implemented the accommodation levy, totaling \$2.7M in new revenue.

*Percentage of local government revenues coming from non-property tax revenues.*



### Why do we measure this?

Local governments are extremely dependant on property tax revenue which represents more than 80 percent of their revenue. Therefore, when property assessments do not increase relative to the cost to provide services, local governments do not have many alternatives to raise revenue other than raising the property tax rates.

Driving an increase of non-tax revenues in the short term, through initiatives like the accommodation levy, helps diversify local governments revenue sources, increase overall revenues and ultimately reduce their dependence on grant funding. They will in turn, become more viable and financially independent communities.

### What initiatives or projects were undertaken in the reporting year to achieve the outcome?

An amendment was made to the *Local Governance Act* to allow local governments to implement an accommodation levy.

## Vibrant and sustainable communities

### Objective of the measure

Resilient communities.

### Measure

Percentage of local governments covered by an adaptation plan.

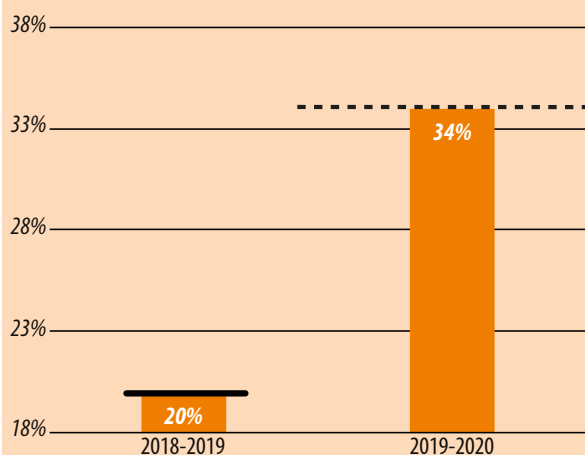
### Description of measure

This measure tracks the percentage of municipalities covered by an adaptation plan. It is calculated by dividing the number of municipalities with a completed plan by the total number of municipalities in New Brunswick.

### Overall performance

New Brunswick has a total of one hundred and four municipalities. As of March 3, 2020, 35 municipalities, including the eight New Brunswick cities, all 10 highest risk municipalities, and 17 other municipalities have completed their adaptation plans. The combined total of 35 represents one third (33.6%) of all New Brunswick municipalities having completed an adaptation plan. Attaining our target of 34 percent of New Brunswick municipalities with completed adaptation plans lays the foundation upon which the province can build its collective resilience to climate change, while ensuring public safety and building our green economy.

*Percentage of local governments covered by an adaptation plan*



—————	Baseline: 20% (21 of 104 local governments)
- - - - -	Target: 34% (35 of 104 local governments)
	Actual: 34% (35 of 104 local governments)

### Why do we measure this?

This measure is a first step toward understanding how well communities are preparing for, and building resilience to, the anticipated impacts of climate change. A completed Adaptation Plan spurs municipalities into implementing the recommended adaptation measures and making decisions that consider future climate conditions, thus, avoiding unnecessary costs related to inaction or maladaptation. Municipalities attain a state of 'full resilience' when informed decision-making around climate change adaptation is incorporated into all aspects of community function.

This measure provides an indication of the number of municipalities who are ready to implement recommended adaptation measures that can resolve critical vulnerabilities within their community. Knowing the state of adaptation planning and the commonality of vulnerabilities of NB municipalities allows the department to more strategically direct its efforts to ensure New Brunswickers are prepared for a changing climate.

### What initiatives or projects were undertaken in the reporting year to achieve the outcome?

Development of an adaptation plan begins by conducting a structured vulnerability assessment of the municipality's essential components such as infrastructure, drinking water, stormwater and sewage systems, installations, utilities, amenities, public safety and emergency response, health care services and food accessibility, for example. Analyzing the risks to these essential components is followed by identifying targeted adaptation measures that when implemented, reduce the vulnerability of these components to the impacts of climate change. After public consultation, the proposed adaptation plan is presented to municipal council for official adoption.

The Climate Change Secretariat continued to engage municipalities directly and facilitated the adaptation planning process by providing guidance and technical expertise throughout the development of adaptation plans. The secretariat maintained membership in the Steering Committee charged with the delivery of a completed adaptation plan, provided review of findings and consultant reports, and assessed the climate change adaptation measures proposed to resolve identified vulnerabilities.

All aspects of adaptation planning continued to be supported by the Environmental Trust Fund, furthering the attainment of Action Items of New Brunswick's Climate Change Action Plan 'Transitioning to a Low-Carbon Economy'.

## Vibrant and sustainable communities

### Objective of the measure

Enhanced quality of life.

### Measure

Percentage increase of regional services within Regional Service Commissions.

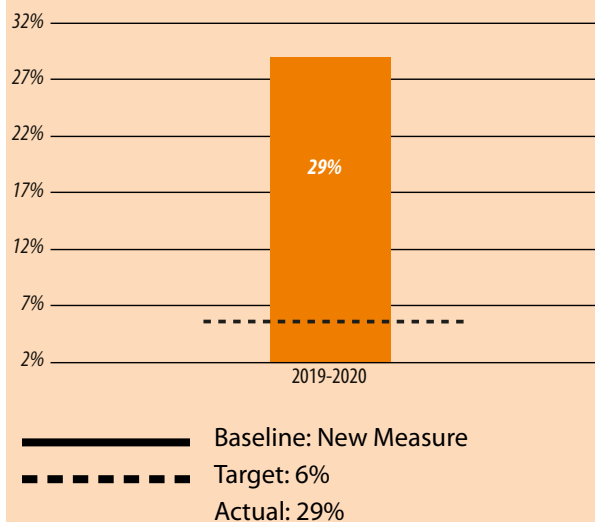
### Description of measure

This was a new measure established in 2019-20 which tracks the increase in the percentage of services provided voluntarily by the regional service commissions (RSCs). This information was tracked creating a baseline of voluntary services (17 voluntary services) previously provided by an RSC as of 2019 and using budgetary information identifying new voluntary services that were added in 2020.

### Overall performance

A total of five new voluntary services, representing a 29 percent increase, were identified as new voluntary services within certain RSCs. Regions that work together to promote the region as a whole are typically more successful in adopting additional services and identifying investments for their region.

*Percentage increase of regional services (within Regional Service Commissions)*



### Why do we measure this?

RSCs have been in place for more than seven years and are operating with varying degrees of success. Measuring the percentage of regional voluntary services being delivered by individual RSCs provides insight into the RSCs that are operating on a regional level and those that are not in order to identify possible future opportunities.

### What initiatives or projects were undertaken in the reporting year to achieve the outcome?

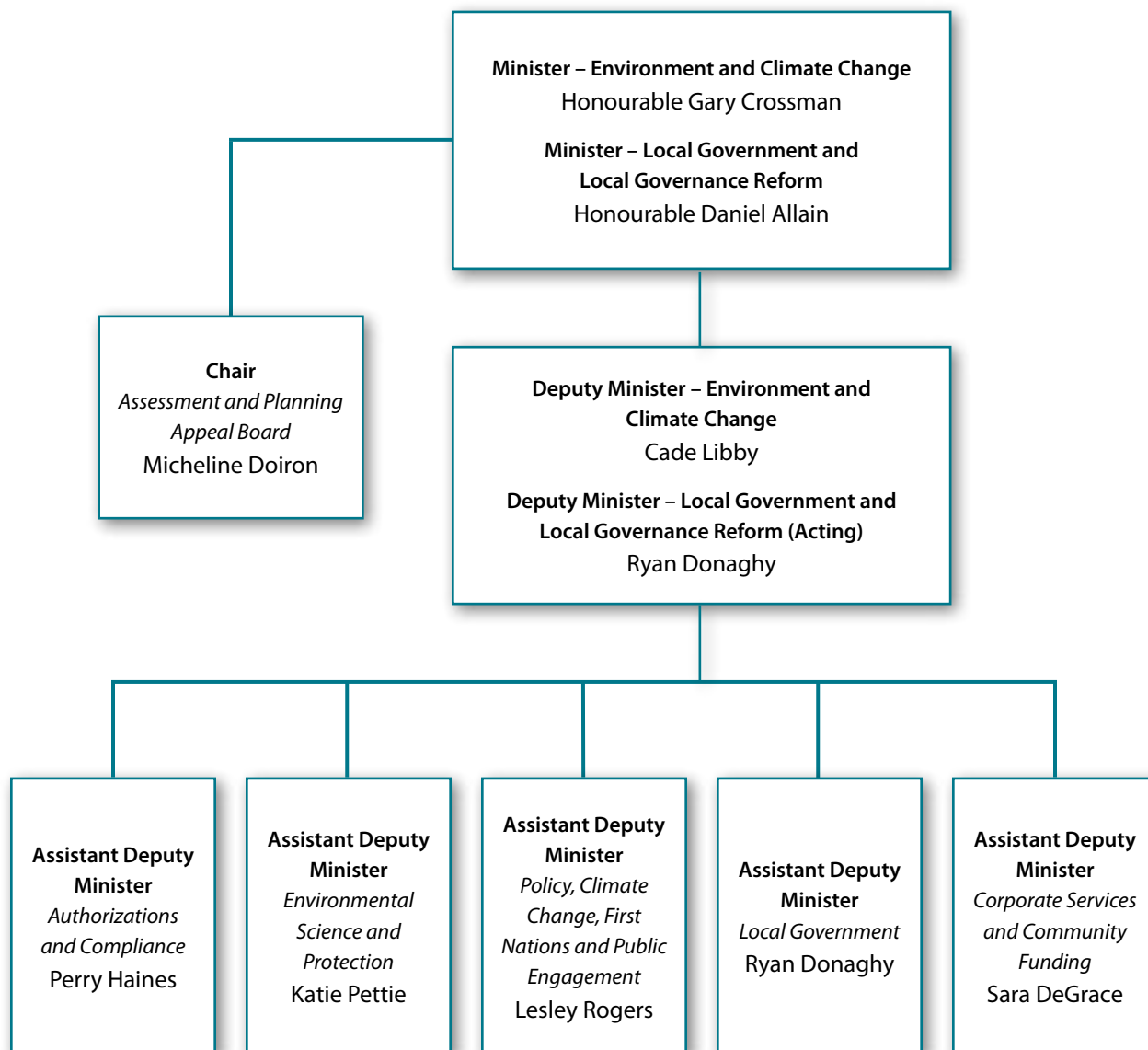
The department worked closely with regional service commissions and their stakeholders in identifying areas for improvement and promoting increased communication and collaboration to seek new services and investment within each region of the province.



# Overview of departmental operations

The mandate of the Department of Environment and Local Government is to provide integrated stewardship through planning and management of land use, zoning development and waste management issues; ensure effective enforcement of, and compliance with, environmental legislation and regulations; and foster vibrant communities by providing effective consultation and liaison with municipal governments on governance issues and providing the administration of Local Service Districts (LSDs).

## High-level organizational chart



# Division overview and highlights

## Assessment and Planning Appeal Board

The **Assessment and Planning Appeal Board** functions independently from the department, but for administration purposes, such as staffing and budget allocation, is aligned with Local Government.

The board is responsible for hearing appeals and rendering decisions on the following:

- Property assessment appeals under the *Assessment Act*;
- Appeals of land use and planning decisions under the *Community Planning Act*; and;
- Appeals of local heritage review board decisions under the *Heritage Conservation Act*.

The board conducts hearings through 11 regional panels, which are convened as and where required throughout the province. Each panel consists of a chairperson and two members appointed from the respective region. The chairperson of the Assessment and Planning Appeal Board may either act as chair or designate one of the three vice-chairs to act as chair for a hearing.

### Highlights

- ♦ There were 174 appeals filed under the *Assessment Act*. Of these, 138 were matters pertaining to residential properties and 36 were commercial properties.
- ♦ In total, 283 assessment appeals were disposed of either through a hearing or withdrawal by the appellant prior to the hearing; 215 residential property assessment appeals and 68 commercial property assessment appeals were dealt with by the board.
- ♦ At the end of the year, 31 residential property assessment appeals and seven commercial property assessment appeals were outstanding and carried forward.

- ♦ 15 land use and planning decision appeals were filed, 16 were disposed of under the *Community Planning Act* and four were carried forward.
- ♦ No appeal was filed and disposed of under the *Heritage Conservation Act*.

## Authorizations and Compliance Division

The **Authorizations and Compliance Division** is responsible for the administration and management of regulatory programs and activities as well as responding to inquiries and concerns from the public related to departmental programs and environmental emergencies.

The division consists of the Authorizations Branch, Regional Operations and Compliance Branch and the Source and Surface Water Management Branch.

The **Authorizations Branch** has four core programs that are administered in the branch and include: Authorizations; Compliance Auditing; Waste Diversion; and Environmental Information.

### Authorizations

The branch administers an authorizations program that includes: managing and issuing licences, certificates, permits and approvals (i.e. authorizations) for various regulated activities having the potential to impact the province's air, land, and water environments.

### Compliance Auditing

The branch also undertakes a strong Compliance Auditing program to assess compliance with the authorizations. For all non-compliance issues identified in the Compliance Auditing program, the branch applies the Department's Compliance and Enforcement Policy to compel compliance or to take enforcement action.

### Waste Diversion

The branch is also responsible to develop and administer provincial waste reduction and diversion programs for solid waste generated within the province. Currently,

the branch regulates the following provincial waste reduction and diversion programs: Beverage Containers, Tires, Paint, Oil, Glycol and Electronics.

Per section 4(8) of the *Beverage Container Act*, the Minister is required to provide information on distributor compliance with their management plan; and the rate of redemption of refillable and recyclable beverage containers in the province. This information is presented in the following highlights section and is considered fulfillment of this reporting requirement.

### Environmental Information

The Environmental Information program is responsible to maintain various databases to support the branch's core programs. These databases contain important environmental information on specific properties in New Brunswick. The Fees for the Provision of Environmental Information Regulation filed under the *Financial Administration Act* gives the Minister the authority to charge fees for the environmental information per property.

### Highlights

- ◆ Under the Authorizations program, the branch managed over 7,500 active licenses, certificates, permits and approvals and issued approximately 4,537 new licenses, certificates, permits and approvals this fiscal year. This included 2,301 pesticide permits, certificates and licenses; 1,448 Petroleum Storage licenses and approvals; 329 Ozone Depleting Substances permits and licences; 459 Air and Water Quality approvals.
- ◆ Within the Compliance Auditing program, there were 124 audits completed assessing compliance with approximately 2,200 terms and conditions with an overall compliance rate of 90 percent.
- ◆ Under the Waste Diversion program and the sub program of Beverage Containers, there were 87 beverage container distributors in compliance with their management plans with one distributor determined to be non-compliant.

- ◆ Under the Waste Diversion program and the sub program of Beverage Containers, based on the annual amount of beverage containers being sold in the province and then being redeemed at Redemption Centres in the province: over 100 percent of the refillable containers are being redeemed and approximately 75 percent of the recyclable containers being redeemed. Note: a contributor to the high percentage of refillable containers being redeemed is thought to be associated with refillable containers coming into the Province from outside and being redeemed.

- ◆ The branch received and processed 1,150 requests for environmental information on specific properties in New Brunswick as part of the branches Environmental Information program.

The Regional Operations and Compliance Branch provides local service delivery of various departmental programs and an inspection program delivered through six regional offices. It manages compliance activities related to the acts and regulations under the department's mandate. The branch is also responsible for the coordination of emergency management activities, including the department's Emergency Management Plan and on-call system.

### Highlights

- ◆ A total of 3,752 Occurrence files were managed by the Regional Offices – 51.5 percent of which were the result of complaints from the public, field inspections, audits, and document reviews.
- ◆ 87 enforcement-related actions were handled by the Regional Offices which included 83 Orders, 10 *Provincial Offences Procedures Act* (POPA) tickets, and 33 official warnings.

The **Source and Surface Water Management Branch** is responsible for municipal drinking water source protection, water well protection, watercourse and wetland alteration, wetland management, coastal protection and marine planning. The branch is mandated to allow suitable development in appropriate locations and to ensure that it is undertaken considering avoidance

and minimization criteria. It has the responsibility for implementing programs to ensure, maintain and protect the quality and quantity of drinking water for future generations.

### Highlights

- ◆ The Watercourse and Wetland Alteration Program issued 1,980 permits.
- ◆ A total of 22 wellfield exemptions were processed, 12 have been issued, six are in process awaiting additional information, one was denied and three was determined an exemption was not required.
- ◆ A total of 34 exemptions were requested under the Watershed Protection Program with 16 exemptions issued.
- ◆ Issued water well construction permits to 38 water well contractors and 50 water well drillers (2019 calendar year).

## Environmental Science and Protection Division

The **Environmental Science and Protection Division** is responsible for the environmental review of major projects and monitoring the air and water resources of New Brunswick. It provides scientific assessment and environmental protection advice and reports on the state of the environment; develops programs and policies; and provides technical, scientific and engineering support. This includes interpreting, evaluating and maintaining awareness of research and developments in environmental health issues and initiatives on behalf of the department.

The division consists of the Environmental Impact Assessment Branch, the Air and Water Sciences Branch and the Healthy Environments Branch.

The **Environmental Impact Assessment Branch** is responsible for the Environmental Impact Assessment (EIA) process to identify potential environmental impacts associated with activities and developments before they are undertaken so that such impacts can be avoided or mitigated to acceptable levels if the project is permitted to proceed. In addition, the EIA process gives technical

specialists from government agencies, as well as local residents, the public, stakeholders and First Nations, a chance to input into the decision-making process.

### Highlights

- ◆ A total of 20 projects were registered during the year; 17 projects were approved with conditions; 76 projects remained in the determination review stage.
- ◆ Work continued in the development of the new EIA database.
- ◆ All development proposals within the Drainage Area of Concern adjacent to Parlee Beach were reviewed for EIA registration requirements.
- ◆ A variety of projects were reviewed across a number of sectors, including: water supplies, power transmission, resource development, campgrounds and transportation.

The **Air and Water Sciences Branch** has the responsibility to monitor current environmental conditions; provide scientific services; and interpret, evaluate, and report on environmental conditions in New Brunswick. Through the Hydrology Centre, the branch also works with the Emergency Measures Organization (EMO) and other partners to collect and interpret data for flood forecasting services to ensure the public safety of New Brunswickers.

### Highlights

- ◆ Continued collaboration with other government departments to implement the provincial Recreational Water Quality Monitoring Program.
- ◆ Completed and released to the public *The State of Water Quality in New Brunswick's Lakes and Rivers: Water Quality Monitoring Results 2003-2016 Report* in support of the New Brunswick Water Strategy.

- ◆ Commissioned and released several studies related to water quality at Parlee Beach and the Shediac Bay Watershed and initiated the development of a watershed management plan for the Shediac Bay watershed.
- ◆ Published the 2017 Air Quality Report and completed data collection for the mobile Air Quality evaluation/study in St-François de Madawaska, New Brunswick as part of an assessment of the localized air quality in consultation with the Department of Health.
- ◆ The Hydrology Centre provided flood forecasting services during the 2019 RiverWatch season which was characterized by extensive flooding throughout the lower Saint John River Basin. Flow and water level forecasting services for extreme weather events were provided throughout the year. The Hydrology Centre also contributed to enhancing the new RiverWatch Mobile Viewer (APP) with Service New Brunswick and released monthly water level reports throughout the year.
- ◆ Ongoing development of Coastal and Inland Flood Hazard Mapping through the Disaster Mitigation Program in support of the Climate Change Action Plan.
- ◆ Began development of the 2018 and enhanced 2008 historical flood mapping for the Lower Saint John River Basin to help visualize the flood extent and provide valuable information to the public.

The **Healthy Environments Branch** is responsible for working collaboratively with partners and stakeholders to coordinate, develop, plan, and manage environmental health programs; inform environmental health policy; provide scientific and engineering support and training to the department and its partners; report on the state of environmental health; and assess and anticipate new and emerging environmental health hazards as they apply to New Brunswick. The branch works as part of a multi-disciplinary team to achieve its objectives.

## Highlights

- ◆ Continued to support and strengthen department-wide efforts to focus on evidence-based decision making in environmental health files including: supporting the development of a Drinking Water Programs Team, and developing collaborative partnerships with the Institute for Research, Data, and Training (IRDT).
- ◆ Worked toward the development of a drinking water report for local government owned systems in support of the provincial Water Strategy.
- ◆ Provided technical and program support to the department and the Office of the Chief Medical Officer of Health on various environmental health issues and policy including: drinking water, recreational water quality, on-site sewage disposal, outdoor air quality, and various regional issues including the tire fire in Minto.
- ◆ Continued development and implementation of several initiatives in support of the province's Climate Change Action Plan.
- ◆ Continued membership on the Federal-Provincial-Territorial Canadian Drinking Water Committee responsible for the development of the Guidelines for Canadian Drinking Water Quality.
- ◆ Continued membership on the Federal-Provincial recreational water working group responsible for the development of the Guidelines for Canadian Recreational Water Quality.

## Policy, Climate Change, First Nations and Public Engagement Division

The Policy, Climate Change, First Nations and Public Engagement Division has the responsibility to undertake research and policy development, legislative development, First Nations consultation and relationship building, public engagement and education, as well as strategic project management, in support of government priorities and departmental operational objectives. The division also houses the Climate Change Secretariat and provides right-to-information services, information access and legislative support and co-ordination services.

The division consists of the Policy Branch, the Climate Change Secretariat, the Public Education, Stakeholder and First Nations Engagement Branch and the Strategic Initiatives Branch.

The **Policy Branch** provides a range of policy related services, including information access, legislative coordination, research and policy development, regulatory and legislative development, and intra-/inter-governmental connections.

### Highlights

- ◆ The *Local Governance Act* was amended to give local governments the option to impose a tourism accommodation levy on guests of lodging establishments within the territorial limits of the local government. This levy is remitted to the local government to fund tourism promotion and development.
- ◆ The *Climate Change Act* was amended to establish a framework for the regulation of greenhouse gas emissions from New Brunswick's large emitters.
- ◆ A new Development Charge Regulation was enacted under the *Community Planning Act* to set out the principles and criteria that a local government must take into consideration when establishing a development charge.
- ◆ A new Development and Building Permit Prerequisites Regulation was enacted under the *Community Planning Act* to set out the approvals and permits needed before a building permit may be issued by a local government or a regional service commission.
- ◆ Received 107 Right to Information requests and 38 Fee for Information requests in 2019-2020.

The **Climate Change Secretariat** coordinates initiatives promoting the reduction of greenhouse gas (GHG) emissions and the adaptation to impacts of climate change. It also focuses on initiatives related to education, awareness, and capacity-building. It is responsible for the development of New Brunswick's climate change action plans and coordinating their implementation. It

engages most government departments and agencies to ensure that actions on climate change are integrated with governmental policies, programs and day-to-day decisions. It also engages a range of local government and non-government partners and stakeholders to encourage lower carbon investments and practices and climate adaptation activities.

### Highlights

- ◆ Initiated work on the development of a New Brunswick Output-Based Pricing System to regulate greenhouse gas emissions from large industrial emitters.
- ◆ Continued to coordinate the implementation of the province's Climate Change Action Plan.
- ◆ Continued to support communities in their efforts to adapt to climate change. All cities and higher risk municipalities in the province have completed adaptation plans.

The **Public Education, Stakeholder and First Nations Engagement Branch** has the responsibility to oversee and support the department's First Nations engagement and consultation requirements, liaise with First Nations and the Department of Aboriginal Affairs, develop and/or support public education initiatives aimed at capacity-building and behavioural change, oversee legislated consultative processes, devise options for non-legislated engagement, and support stakeholder recognition and public outreach activities, including substantial engagement with First Nations communities.

### Highlights

- ◆ Continued a First Nations Environmental Impact Assessment (EIA) registration notification process. A total of 26 EIA notifications were sent to First Nations.
- ◆ Continued to foster a positive working relationship with First Nations, including holding meetings with representatives from First Nations communities to discuss a variety of department-related topics and attended several additional project-specific meetings.

- ◆ Extensive work to continue to develop approaches to consult First Nations on various departmental programs.
- ◆ Completed Indigenous Reconciliation Awareness Training Module with 40 staff members.

The **Strategic Initiatives Branch** provides focused leadership to complex strategic initiatives that are priorities of GNB. This includes the development and implementation of large, complex, multi-year policy initiatives and programs that will have far-reaching impacts across the province. The branch provides enhanced coordination across government departments while supporting a culture of policy innovation and a new collaborative approach to working directly with the public, stakeholders and First Nations.

### Highlights

- ◆ Worked with ELG and staff from other departments on the development of key components: such as flood hazard mapping and land-use policy options: for government consideration as part of a long-term plan to better address the impacts of inland and coastal flooding.
- ◆ Continued to work across the Department on the implementation of multiple water strategy actions.

## Local Government Division

The Local Government Division is the primary point of contact between GNB and local communities. With a vision of fostering vibrant communities, the division provides support and advisory services to local governments and regional service commissions and is responsible for the administration of Local Service Districts (LSDs).

The division consists of the Community Finances Branch, the Provincial-Municipal Fiscal Policy Branch, the Provincial and Community Planning Branch, the Local and Regional Governance Branch, and the Local Government Support Services Branch

The **Community Finances Branch** is responsible for providing advice and guidance relating to the financial aspects of local government entities (municipalities, rural

communities, regional municipalities), LSDs and commissions. The branch provides support for accounting, capital borrowing, budgeting and financial reporting services to communities. It provides secretariat services to the Municipal Capital Borrowing Board and administers the long-term borrowing of local governments and commissions through the New Brunswick Municipal Finance Corporation.

The **Provincial-Municipal Fiscal Policy Branch** supports the work of the Local Government Division regarding matters relating to provincial-municipal fiscal policy. This involves research, analysis and policy development. The branch also provides expertise on community finances and local governance.

The **Provincial and Community Planning Branch** is responsible for the administration of the *Community Planning Act* and associated regulations to guide development in New Brunswick. The branch also provides leadership, support, guidance and training to departmental staff, regional service commissions, local governments, professional associations, local government associations, and the public.

The **Local and Regional Governance Branch** fulfils a provincial support and liaison function with local governments, regional service commissions and the New Brunswick SPCA. This involves advising the local government community of departmental initiatives, providing advice on matters of governance and administration to local governments and regional service commissions, working with the 104 local governments, four municipal associations and 12 regional service commissions, and responding to general inquiries regarding local government activities, the application of the *Days of Rest Act*, as well as animal protection and control issues. The branch is responsible for supporting communities interested in undertaking community restructuring projects, which involves working with local project committees, providing financial information and analysis, reviewing and providing advice on potential boundaries, providing guidance on potential governance and administrative structures, providing funding for capacity building studies, and generally assessing the feasibility of potential changes. The branch also provides support and guidance to Business Improvement Areas (BIAs), including disbursing their funding.

The **Local Government Support Services Branch** administers the delivery of services in unincorporated areas (referred to as Local Service Districts or “LSDs”) of the province. The branch ensures the delivery of services such as fire protection, solid waste collection and support for emergency measures in LSDs through its regional offices. In carrying out its responsibilities, the branch works with LSD advisory committees, volunteer fire departments, regional service commissions and recreational councils. It also administers a \$1M small capital loans program for LSD projects.

### Highlights

- ◆ Distributed \$68M in grants to the 104 local governments and \$7M to LSDs.
- ◆ Restored the annual local government audited financial statement review process, completing 22 full reviews and 47 partial reviews in 2019.
- ◆ Processed 62 amendments to land use plans and approved seven new land use plans.
- ◆ Enacted the Development Charges Regulation and the Development and Building Permit Pre-Requisite Regulation under the *Community Planning Act*.
- ◆ Amended the Fees Regulation and the Assessment and Planning Appeal Board Regulation under the *Community Planning Act*.
- ◆ Co-ordinated the Department’s participation following the activation of the Provincial Emergency Operations Centre in response to COVID-19.
- ◆ A plebiscite was held in the LSDs surrounding Rogersville to create a rural community. The results were to not move the project forward.
- ◆ A plebiscite was approved for the proposed annexation with the town of Saint-Quentin, however, it will be rescheduled due to the postponement of the municipal election and all plebiscites because of COVID-19.

- ◆ Agreed to an Action Plan with the City of Saint John. The implementation is on-going.
- ◆ Engaged an accounting firm to perform an operational audit of the City of Saint John. The audit was completed and submitted to the city.
- ◆ Continued support to the trustee of Regional Service Commission 8.

## Corporate Services and Community Funding

The **Corporate Services and Community Funding Division** provides departmental services including financial management, legal affairs analysis, performance excellence, human resources and information management as well as oversight of information technology development and support services provide by Service New Brunswick. The division also administers the Gas Tax Fund, the Small Communities Fund and the Clean Water and Wastewater Fund, as well as the provincial Environmental Trust Fund. The division provides technical support and engineering advice to communities in addressing their infrastructure concerns as they relate to the applicable funding programs.

The division consists of the following branches: Corporate Finance and Administration, Legal Affairs, Performance Excellence Process, Information Management, Community Funding and Human Resources. Operational and transactional human resources services were delivered by Finance and Treasury Board from April to December 2019; when they began transitioning back to Part 1 Departments and agencies.

The **Corporate Finance and Administration Branch** coordinates the financial planning, budgeting and interim financial statement processes, provides financial information, analysis and advice to departmental staff, executive management and central agencies, and provides purchasing and vehicle management services. The branch provides accounting services that include ensuring transactions are accurately reflected in GNB’s financial statements, maintaining the departmental Financial Information System index, reconciling asset and liability accounts, and collecting and depositing revenue. The branch also provides general office and administrative support services.



## Highlights

- ◆ Provided financial analysis and support to key GNB priorities.
- ◆ Continued with various improvement projects to streamline internal processes including participation on committees tasked with planning and implementing GNB's new ERP.

The **Legal Affairs Branch** provides departmental and program delivery advisory support in the form of legislative research, interpretation, and application. The branch acts as the departmental liaison with the Office of the Attorney General on legal matters; it is responsible for the management of legal files within the department, facilitation of requests for legal opinions, the review of contracts, memoranda of understanding and agreements, and the provision of operational and policy advisory support to staff and senior management.

## Highlights

- ◆ Mentored and provided on-going support to staff in the preparation of Ministerial orders issued under the *Clean Environment Act*, *Clean Water Act* and *Clean Air Act*.
- ◆ Mentored and provided on-going support to staff in the preparation of responses to Ministerial appeals, as well as Ministerial responses to rezoning applications under the *Community Planning Act*.

The **Performance Excellence Process Branch** leads the adoption of GNB's formal management system within the department including the development and use of the Department's Strategy Map, Balanced Scorecard and a list of priority initiatives and actions to guide the department's strategic improvements. The branch undertakes and facilitates various improvement projects using Lean Six Sigma practices, serves as a focal point for the development of operational standards, practices and guidelines, and is responsible for leading continuous improvement program implementation such as waste walks and daily management practices throughout the department.

## Highlights

- ◆ Facilitated the department's strategic plan including the coordination and integration of the Vibrant and Sustainable Communities priority and provided support as required.
- ◆ Completed a department-wide initiative to better identify customer driven outcomes as well as completed the assessment of programs and services delivered to departmental customers.

The **Information Technology Branch** is responsible for ensuring the strategic and effective use of Information Technology (IT), Geographic Information Systems (GIS) and Records Management by the department. The branch provides consultation and operational support to departmental staff in these areas and ensures the department is aligned with and contributes to GNB initiatives and strategies in IT, GIS and Records Management. The branch provides oversight on IT projects and matters to ensure the work carried out by SNB supports and aligns with the department's IT priorities and strategies.

## Highlights

- ◆ Ongoing development and updating of mapping for the department in support of several areas including the Climate Change Action Plan, historical flood mapping, and wetlands.
- ◆ Development of a new Briefing Book database.

The **Community Funding Branch** administers the federal Gas Tax Fund, the Small Communities Fund and the Clean Water and Wastewater Fund. The goal of these investment programs is to support communities in improving their infrastructure. The branch also manages New Brunswick's Environmental Trust Fund. This application-based program provides funding to municipalities, education institutions, as well as private and non-for-profit organizations for environmental projects that meet the criteria of the *Environmental Trust Fund Act*. The projects are funded from revenues that result from the *Beverage Containers Act* and the fees associated with the recycling of containers.

## Highlights

- ◆ Worked with local governments to encourage the development of asset management plans as required under the Gas Tax Fund. Sixty six local governments have submitted asset management plans that met or exceeded the minimum requirements contained in the Guide to Asset Management Planning for Local Governments, 33 have submitted compliance plans outlining work accomplished to date and a commitment to completing asset management plans, and the department continues to work with the remaining five local governments to ensure asset management plans are developed for all NB local governments.
- ◆ Under the Environmental Trust Fund Program, a total of \$8.4M was awarded to support 234 projects benefitting the natural environment. This includes more than 230 environmental initiatives worth \$7.5M and an additional \$900,000 for provincewide projects.
- ◆ In consultation with program stakeholders, established Environmental Trust Fund Priority Area measures in order to better demonstrate program accomplishments.

# Financial information

Statement of Financial Information for the fiscal period ending March 31, 2020 (000s)

Expenditures	Main Estimates	Appropriation Transfers	Budget	Actual	Variance over/(under)
<b>Corporate Services</b>					
- Senior Management	507.0	4.0	511.0	554.3	43.3
- Corporate Services	1,253.0	18.5	1,271.5	1,322.0	50.5
- Community Funding	159.0	1.6	160.6	157.1	(3.5)
<b>Local Government</b>					
- Local Service District Expenditures	58,686.0	12.7	58,698.7	59,431.6	732.8
- Community Funding and Equalization Grant	68,175.0		68,175.0	68,175.7	0.7
- Municipal and Rural Community Property Tax Warrant	1,000.0		1,000.0	846.0	(154.0)
- Community Finances**	7,798.0	4.4	7,802.4	5,068.9	(2,733.5)
- Local & Regional Governance	1,346.0	13.8	1,359.8	1,072.7	(287.2)
<b>Authorizations and Compliance</b>					
-Regional Operations and Compliance	3,179.0	15.4	3,194.4	3,320.9	126.5
- Authorizations	3,222.0	28.5	3,250.5	3,067.4	(183.0)
- Source and Surface Water Management	603.0	5.7	608.7	692.0	83.4
<b>Environmental Science and Protection</b>					
- Environmental Impact Assessment	719.0	11.8	730.8	928.8	198.0
- Air and Water Sciences	2,379.0	13.0	2,392.0	2,159.9	(232.1)
- Healthy Environments	504.0	5.5	509.5	421.7	(87.8)
<b>Policy, Climate Change, First Nations and Public Engagement</b>					
- Policy, First Nations and Public Engagement	1,146.0	14.9	1,160.9	1,158.6	(2.2)
- Climate Change Secretariat	1,618.0	9.9	1,627.9	1,470.7	(157.2)
<b>Assessment Planning and Appeal Board</b>	327.0	1.7	328.7	345.2	16.6
<b>Total Ordinary Budget</b>	<b>152,621.0</b>	<b>161.3</b>	<b>152,782.3</b>	<b>150,193.4</b>	<b>(2,588.9)</b>
<b>Total Capital (Local Service Districts)</b>	<b>1,000.00</b>		<b>1,000.00</b>	<b>1,300.1</b>	<b>300.1</b>
<b>Regional Development Corporation</b>					
- Canada / New Brunswick Infrastructure Program - RDC				208.6	
- Canada / New Brunswick Infrastructure Program - Capital Projects				100,400.6	
<b>Total Funding Provided by Regional Development Corporation</b>				<b>100,609.2</b>	
<b>Special Purpose Account</b>	<b>Main Estimates</b>	<b>Appropriation Transfers</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
<i>Program</i>	<i>Carry over from previous year</i>	<i>Revenue</i>	<i>Total Funding</i>	<i>Expenditures</i>	<i>Carry over to next year</i>
Environmental Trust Fund	30,964.5	11,178.6	42,143.1	7,847.9	34,295.1
<b>Revenues</b>			<b>Main Estimates</b>	<b>Actual</b>	<b>"Variance over/(under)"</b>
Return on Investment			20.0	31.8	11.8
Licenses and Permits			3,434.0	3,400.6	(33.4)
Sale of Goods and Services			349.0	350.3	1.3
Miscellaneous			-	0.4	0.4
<b>Total Ordinary</b>			<b>3,803.0</b>	<b>3,783.1</b>	<b>(19.9)</b>

\* Appropriation Transfers for unsigned contracts.

\*\* City of Saint John financial results more favourable than anticipated, resulting in cancellation of 2<sup>nd</sup> payment for 2020 per agreement.

Note: Figures are draft and may vary slightly from information subsequently published in Supplementary Information Volume 2 Public Accounts.

# Summary of staffing activity

Pursuant to section 4 of the *Civil Service Act*, the Deputy Minister of Finance and Treasury Board delegates staffing to each Deputy Head for his or her respective department(s). Please find below a summary of the staffing activity for 2019-2020 for department of Environment and Local Government.

Number of permanent and temporary employees as of Dec. 31 of each year		
Employee type	2019	2018
Permanent	202	197
Temporary	34	37
<b>TOTAL</b>	<b>236</b>	<b>234</b>

The department advertised 17 competitions, including seven open (public) competitions and ten closed (internal) competitions.

Pursuant to sections 15 and 16 of the *Civil Service Act*, the department made the following appointments using processes to establish merit other than the competitive process :

Appointment type	Appointment description	Section of the Civil Service Act	Number
Specialized Professional, Scientific or Technical	An appointment may be made without competition when a position requires: <ul style="list-style-type: none"> <li>• a high degree of expertise and training</li> <li>• a high degree of technical skill</li> <li>• recognized experts in their field.</li> </ul>	15(1)	0
Equal Employment Opportunity Program	Provides Aboriginals, persons with disabilities and members of a visible minority group with equal access to employment, training and advancement opportunities.	16(1)(a)	0
Department Talent Management Program	Permanent employees identified in corporate and departmental talent pools, who meet the four-point criteria for assessing talent, namely performance, readiness, willingness and criticalness.	16(1)(b)	0
Lateral transfer	The GNB transfer process facilitates the transfer of employees from within Part 1, 2 (school boards) and 3 (hospital corporations) of the Public Service.	16(1) or 16(1)(c)	5
Regular appointment of casual/temporary	An individual hired on a casual or temporary basis under section 17 may be appointed without competition to a regular properly classified position within the Civil Service.	16(1)(d)(i)	0
Regular appointment of students/apprentices	Summer students, university or community college co-op students or apprentices may be appointed without competition to an entry level position within the Civil Service.	16(1)(d)(ii)	0

Pursuant to section 33 of the *Civil Service Act*, no complaints alleging favouritism were made to the Deputy Head of Department of Environment and Local Government and no complaints were submitted to the Ombud.

# Summary of legislation and legislative activity

Bill #	Name of legislation	Date of Royal Assent	Summary of changes
13	An Act to Amend the <i>Local Governance Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/ActsLois/2019/Chap-5.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/ActsLois/2019/Chap-5.pdf</a>	June 14, 2019	This Act amended the <i>Local Governance Act</i> to give local governments the option to impose a tourism accommodation levy on guests of lodging establishments within the territorial limits of the local government. The levy is remitted to the local government to fund tourism promotion and development.
18	An Act to Amend the <i>Climate Change Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/ActsLois/2020/Chap-3.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/ActsLois/2020/Chap-3.pdf</a>	March 17, 2020	This Act amended the <i>Climate Change Act</i> to establish a framework for the regulation of greenhouse gas emissions from New Brunswick's large emitters.

Name of legislation	Date of Royal Assent	Summary of changes
Local Service Districts Regulation – <i>Municipalities Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-11.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-11.pdf</a>	June 1, 2019	The purpose of these amendments was to amalgamate the Local Service Districts of St. Jean Baptiste de Restigouche and Menneval.
Assessment and Planning Appeal Board Regulation – <i>Community Planning Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-28.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-28.pdf</a>	September 20, 2019	This Regulation was transferred from the repealed <i>Community Planning Act</i> to the new <i>Community Planning Act</i> (2017).
Development Charge Regulation – <i>Community Planning Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-46.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2019/2019-46.pdf</a>	December 18, 2019	This new Regulation sets out the principles and criteria that a local government must take into consideration when establishing a development charge.
Repeal of the Nauwigewauk Planning Area Basic Planning Statement Adoption Regulation – <i>Community Planning Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-8.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-8.pdf</a>	February 18, 2020	This Regulation repealed the Nauwigewauk Planning Area Basic Planning Statement Adoption Regulation so that it could be replaced by a rural plan.
Fees Regulation – <i>Community Planning Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-9.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-9.pdf</a>	February 20, 2020	This Regulation was transferred from the repealed <i>Community Planning Act</i> to the new <i>Community Planning Act</i> (2017).
Development and Building Permit Prerequisites Regulation – <i>Community Planning Act</i> <a href="https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-20.pdf">https://www2.gnb.ca/content/dam/gnb/Departments/ag-pg/PDF/RegulationsReglements/2020/2020-20.pdf</a>	March 24, 2020	This new Regulation sets out the approvals and permits needed before a building permit may be issued by a local government or a regional service commission.

The acts for which the department was responsible in 2019-2020 may be found at:  
<http://laws.gnb.ca/en/deplinks?subjectnumber=6>

# Summary of Official Languages activities

## Introduction

In 2019-2020, the department of Environment and Local Government continued to fulfill its obligation under the *Official Languages Act* and was committed to actively offering and providing quality services in both Official Languages. Below are associated activities that were carried out on an ongoing basis during the year.

## Focus 1

New Brunswickers will continue to have access to service of equal quality in English and French throughout the province.

### Activities that took place to meet the objective of Language of Service and ensure employees have a good understanding of the Language of Service Policy:

- Required employees to complete the Language of Service module through the GNB Knowledge Center. Managers are to ensure the modules are completed and verified annually during the performance review period.
- Active offer reminder is sent yearly to all staff. Additionally, staff are provided with tools and coaching is offered by Official Language Coordinator to assist employees in providing the appropriate level of service.
- Ongoing consultation and discussions between human resources consultants and managers to ensure the department best meets the linguistic profile requirements. Linguistic profiles are all completed and reviewed on a needed basis.

## Focus 2

An environment and climate that encourages, for all employees, the use of the Official Language of their choice in their workplace:

### Activities that took place to meet the objective of Language of Work and ensure employees have a good understanding of the Language of Work Policy:

- Required employees to complete the Language of Work module through the GNB knowledge Center every two years. Managers are to ensure the modules are completed and verified annually during the performance review period.
- New employees were provided an opportunity to state their preferred language of work for communication purposes through the employment acceptance form. A Language of Work Quick Reference Guide is offered to new employees through the employee orientation package.
- Ensured employees received their performance review in the language of their choice. Managers also review the Language of Work and Language of Service policies with their employees to ensure they understand their right to work in their language of choice, as well as, their obligation to provide an active offer and service in both Official Languages
- Provided second-language training to employees who met the requirements of the department's Second-Language Training Policy. Twenty-five employees received second language-training in 2019-2.

## Focus 3

New and revised provincial government programs and policies will take into account the realities of the 2 Official Linguistic communities.

### Activities that took place to meet the objective of promotion of Official Languages:

- Through the department's onboarding program, new employees are required to familiarize themselves with the *Official Languages Act* by completing mandatory modules through the GNB Knowledge Center.
- Employees are required to review the *Official Languages Act* during the annual performance management process.

#### **Focus 4**

Ensure Public Service employees have a thorough knowledge and understanding of the *Official Languages Act*, relevant policies, regulations, and the province's obligations with respect to Official Languages:

#### **Activities that took place to meet the objectives of knowledge of the *Official Languages Act*:**

- Ensured orientation were provided to all new employees, which included information about the *Official Languages Act* and the policies and regulations governing their interactions with respect to Official Languages. They are asked to sign and send confirmation to Human Resources upon completion.
- Current employees are required to read the Official Languages policies as part of their annual performance review.
- Always continue to remind all employees of their responsibility to provide an active offer of service in both Official Languages.
- The department's Official Languages coordinator attended quarterly meetings established through Treasury Board to remain knowledgeable and proactive on all activities regarding Official Languages.

# Summary of recommendations from the Office of the Auditor General

**Section 1** – Includes the current reporting year and the previous year.

The Department of Environment and Local Government did not receive any recommendations from the Office of the Auditor General in the 2019-2020 and 2018-2019 fiscal years.

**Section 2** – Includes the reporting periods for years three, four and five.

Name and year of audit area with link to online document	Recommendations
	Total
Department of Environment and Local Government & NB Power Climate Change – 2017 <a href="https://www.agnb-vgnb.ca/content/dam/agnb-vgnb/pdf/Reports-Rapports/2017V1/Chap3e.pdf">https://www.agnb-vgnb.ca/content/dam/agnb-vgnb/pdf/Reports-Rapports/2017V1/Chap3e.pdf</a>	8 (5 ELG and 3 NB Power) <i>Note: only ELG recommendations are reported here.</i>

Implemented Recommendations	Actions Taken
3.41 We recommend the Department propose to Cabinet that Greenhouse Gas (GHG) emission targets, as specified in its Climate Change Action Plan be legislated, similar to other Canadian provinces.	The <i>Climate Change Act</i> , which was introduced in December 2017 and came into force in April 2018, includes GHG targets for 2020, 2030 and 2050. The targets are the same as those outlined in the Climate Change Action Plan.
3.48 We recommend the Department set specific GHG emission reduction targets for NB Power to ensure the provincial targets set in the Climate Change Action Plan are achievable.	<p>The province has committed to regulating GHG emissions from electricity generation in a manner that will ensure provincial targets are achieved.</p> <p>On October 23, 2018, the federal government announced it would apply the federal carbon pricing backstop to large industrial emitters, including electricity generation in New Brunswick.</p> <p>In response, on December 5, 2018, the Government of New Brunswick announced its intentions to continue implementation of the Province's Climate Change Action Plan, including a commitment to develop a made-in-New Brunswick approach to regulating large industrial emitters as an alternative to the federal government's approach.</p> <p>The provincial government has proposed to the federal government a provincial Output-Based Pricing System as a means of regulating emissions from large industrial emitters in the province, including electricity generation. Amendments to the <i>Climate Change Act</i> were made in March 2020 to enable the New Brunswick OBPS.</p> <p>New Brunswick is also committed, as per Action 40 listed in New Brunswick's Climate Change Action Plan, to phasing out coal-fired electricity generation, either in 2030 or through an equivalency agreement, which represents the single largest opportunity for GHG emissions reductions in the province.</p>
3.63 We recommend the Department finalize an implementation plan that describes: <ul style="list-style-type: none"> <li>– how and when the actions identified in the Climate Change Action Plan will be implemented; and</li> <li>– how the Department intends to monitor and report on the progress.</li> </ul>	<p>The Climate Change Secretariat, on behalf of GNB, has been implementing the Climate Change Action Plan.</p> <p>A plan to guide implementation is currently being developed through collaboration with departments and corresponding leads.</p> <p>Monitoring and reporting on progress will be done through annual progress reports as committed to in the <i>Climate Change Act</i>.</p>



Implemented Recommendations	Actions Taken
<p>3.108 We recommend the Department develop a provincial climate change risk assessment. The assessment should include:</p> <ul style="list-style-type: none"> <li>– Risk identification;</li> <li>– Risk analysis;</li> <li>– Risk evaluation;</li> <li>– Risk treatment and adaptation measures; and</li> </ul> <p>Implementation plan and monitoring.</p>	<p>Adaptation planning efforts in the province are guided by key risk assessments completed by Environment Canada (sea level rise), Natural Resources Canada (national/regional assessment), the province (regional adaptation collaborative) and various municipalities. The province is engaged with the federal government in building capacity on climate information for use in such assessments.</p> <p>Although there is not a single comprehensive provincial climate change risk assessment, the assessments completed to date cover the elements outlined in the recommendation. The Climate Change Action Plan commits to developing vulnerability and risk assessments for critical infrastructure, municipalities, regional service commissions and natural resources.</p> <p>Considerable progress is being made in completing vulnerability assessments and developing climate adaptation plans in communities. Vulnerability assessments have been completed for over 50 communities in New Brunswick.</p> <p>Building on the significant work to date, New Brunswick will continue to consider and look for opportunities to participate in regional level risk assessments.</p>
<p>3.134 We recommend the Department update the CCAP Progress Tracking System to reflect the changes in the most current Climate Change Action Plan.</p>	<p>The Climate Change Secretariat, on behalf of GNB, currently uses a software system to monitor and track implementation, including ongoing planning, priority setting and reporting on progress. This system has replaced the CCAP Progress Tracking System.</p>

# Report on the *Public Interest Disclosure Act*

As provided under section 18(1) of the *Public Interest Disclosure Act*, the chief executive shall prepare a report of any disclosures of wrongdoing that have been made to a supervisor or designated officer of the portion of the public service for which the chief executive officer is responsible.

The Department of Environment and Local Government did not receive any disclosures of wrongdoing in the 2019-2020 fiscal year.