

APPENDIX “C”: Generic Terms of Reference for Environmental Assessments

This guide is intended to aid the Project Proponent in preparing Terms of Reference for an Environmental Assessment. The Terms of Reference will describe the approach to and methods for carrying out an Environmental Assessment of a Project. The level of detail to be included should be commensurate with the size, complexity, and potential impacts of a proposed Project.

1. Introduction	Provide information regarding the Proponent and the Project. 1.1 Proponent information including qualifications of the professionals who will be preparing the Environmental Assessment 1.2 Brief description of the Project (including title and location) 1.3 Regulatory framework (e.g. required permits or approvals) 1.4 Source of Funding for Project
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<p>2. Project description</p>	<p>Provide a detailed Project description, covering site preparation, construction, operation, and decommissioning.</p> <p>2.1 Project background and rationale (why is the Project necessary or desirable?)</p> <p>2.2 Location of Project and area likely to be affected (include maps)</p> <p>2.3 Project facilities and associated infrastructure</p> <p>2.4 Construction activities</p> <p>2.5 Operational activities (including materials consumed, energy requirements and sources, emissions, traffic, numbers of employees, numbers of customers, etc.)</p> <p>2.6 Decommissioning plans</p> <p>2.7 Alternative means of carrying out the Project and alternatives to the Project, including the alternative of not proceeding with the Project</p> <p>2.8 Relationship of the Project to Katzie First Nation Land and community</p> <p>2.9 Liability Concerns: identification of any liability concerns and how those concerns will be addressed through insurance, bonding, and other means</p>
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<p>3. Project Setting and Conditions</p>	<p>Provide a detailed description of the existing Environment in the Project area including landscape, water bodies, archaeology, natural resources, wildlife habitat, land use (traditional and contemporary uses, natural resource harvesting, residential and commercial uses, etc.). See Appendix “D” for potential topics for which the proponent may be required to address. Indicate the areas affected by the Project. Outline known historical and contemporary uses by Katzie First Nation. Where appropriate and available, include First Nations nomenclature for place names, flora, fauna, etc.</p> <p>3.1 Geophysical setting 3.2 Atmospheric setting 3.3 Aquatic setting (marine and fresh water, ground water, drainage, water quality) 3.4 Terrestrial setting (vegetation, wildlife, fisheries, species of cultural importance, species at risk) 3.5 Land use setting (past, present, and planned uses; land capability and suitability; structures, sites or things of historical, archaeological, paleontological or architectural significance; use of lands and resources for traditional purposes) 3.6 Socio-economic setting (traditional and contemporary economy, community features and activities, visual aesthetic character) 3.7 Health conditions</p>
<p>4. Agency consultation and input</p>	<p>Describe consultation carried out with and input obtained from other government departments (e.g. Department of Fisheries and Oceans, Environment Canada, Parks Canada, Health Canada, Forests, Lands and Natural Resource Operations, Heritage Conservation Branch, etc.), and provincial and local governments, as appropriate.</p> <p>Summarize relevant reports or studies, regulatory requirements or policies, environmental quality standards, etc. Describe relevance of Katzie First Nation land use plans to use of land, provision of services, etc. on Katzie First Nation Land.</p>

5. Engagement of interested parties	<p>Describe how the following potential interested parties were engaged in the preparation of the environmental assessment:</p> <ul style="list-style-type: none">• The Katzie First Nation community• Residents or Interest-holders adjacent to, or otherwise affected by, the proposed Project• Users of resources potentially affected by the Project• Owners or users of adjacent non-reserve properties who might be affected• Adjacent municipalities that might be affected• Katzie First Nation staff <p>Identify issues and concerns raised by the foregoing groups and explain how the concerns were addressed in the Environmental Assessment.</p>
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<p>6. Project effects</p>	<p>For each of the headings in Section 3, identify specific potential Project effects.</p> <p>Ensure that potential Project effects identified by interested parties are included in the Environmental Assessment (see Section 5). Describe the methods used to assess Project impacts, including data sources, field investigations, sampling, and analysis.¹</p> <p>For each potential Project effect, describe:</p> <ul style="list-style-type: none"> • The nature of the impact (narrative description) • Spatial extent (footprint, local, regional) • Temporal extent (short term, medium term, long term) • Reversibility (full, partial, irreversible) • Ecological implications (description) • Magnitude (low, moderate, high) • Significance (significant or less than significant) <p>Identify Mitigation Measures that could avoid, reduce, or compensate for identified impacts, and identify the effect of the Mitigation Measures on the impact. Describe residual impacts/effects that remain after mitigation.</p> <p>Where a Project causes interactions with species at risk, specific Mitigation Measures must be presented that complies with federal policy and legal requirements.</p>
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¹ It is the Proponent's responsibility to obtain permission for access to, or egress from, Katzie First Nation Land for all phases of the Project including access to Interest-holders' lands.

	<p>Identify Cumulative Effects of the proposed Project in combination with past and foreseeable future Projects or human activities. Excessively large study areas for Cumulative Environmental Effects assessment should be avoided unless necessary to characterize a specific impact.</p> <p>This section of the Environmental Assessment should be presented as follows:</p> <p>6.1 Impact Assessment Methodology 6.2 Construction Phase – Effects Assessment 6.3 Operations and Maintenance Phase – Effects Assessment 6.4 Decommissioning – Effects Assessment 6.5 Accidents and Malfunctions 6.6 Effects of the Environment on the Project 6.7 Cumulative Environmental Effects</p>
<p>7. Commitment to Mitigation</p>	<p>Summarize the Mitigation Measures developed in Section 6, and provide a clear and unequivocal commitment by the Proponent to fully implement the specified Mitigation Measures. The Mitigation Measures may also be used as conditions of a lease, permit, or funding agreement.</p> <p>7.1 Summary of Mitigation Measures 7.2 Proponent’s commitment to implement Mitigation Measures</p>
<p>8. Conclusion</p>	<p>Provide a narrative summary of the Environmental Effects associated with the proposed Project. Identify significance and proposed mitigation strategies. Discuss planned monitoring activities.</p> <p>Provide a brief text or table summary of Project effects and significance, and a conclusion about the potential environmental, socioeconomic, and cultural effects of the proposed Project.</p> <p>8.1 Summary and table 8.2 Conclusion</p>
<p>9. References</p>	<p>Provide full references of reports reviewed, websites accessed, and personal communications.</p>

10. Appendices	<p>Provide a timeline for the conduct of all steps identified in the Terms of Reference, including meetings and submission of deliverables.</p> <p>Append relevant studies conducted, laboratory results, summaries of community comments, etc.</p>
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