

# GUIDELINES

for

## Environmental Preview Report

for the

### *Lark Harbour Multipurpose Trail Extension*

**Honourable Andrew Parsons**

Minister

Department of Municipal Affairs and Environment

September 2018

## **ENVIRONMENTAL PREVIEW REPORT GUIDELINES**

The following guidelines are intended to assist the proponent, Lark Harbour Trail Committee Inc., with the preparation of the Environmental Preview Report (EPR) for the Lark Harbour Multipurpose Trail Extension. The EPR is a report that presents the results of an investigation based on readily available information that supplements the information already provided by the proponent upon registration of the undertaking. The purpose of the information in the EPR is to assist the Minister of Municipal Affairs and Environment in making a determination as to whether an Environmental Impact Statement (EIS) will be required for the proposed undertaking. The EPR is expected to be as concise as possible while presenting the comprehensive information necessary to make an informed decision.

The EPR should include and update the information provided in the original registration and focus on the information gaps identified during the government and public review of the registration. The EPR should address the information gaps in sufficient detail to enable the Minister of Municipal Affairs and Environment to make an informed decision as to the potential for significant environmental effect from the undertaking.

The contents of the EPR should be organized according to the following format:

### **1. NAME OF UNDERTAKING:**

The undertaking has been assigned the Name “Lark Harbour Multipurpose Trail Extension.”

### **2. PROPONENT:**

Name the proponent and the corporate body, if any, and state the mailing and e-mail address.

Name the chief executive officer if a corporate body, and telephone number, fax number and e-mail address.

Name the principal contact person for purposes of environmental assessment and state the official title, telephone number, fax number and e-mail address.

### **3. THE UNDERTAKING:**

- State the nature of the project.
- State the purpose/rationale/need for the project. If the proposal is in response to an established need, this should be clearly stated. Identify needs that are immediate as well as potential future needs. Future needs would include any

potential expansion of the trail across the Serpentine River as well as any connections to existing trails.

#### **4. DESCRIPTION OF THE UNDERTAKING:**

Provide complete information concerning the preferred choice of location, design, construction standards, maintenance standards, etc.

##### **4.1 Geographical Location/Physical Components/Existing Environment:**

- Provide an accurate description of the proposed route, including digital GPS coordinates collected while ground truthing the proposed route to adequately assess the final route location.
- A digital GPS file is required of the existing Lark Harbour trail system and the new proposed trail, as well as any connection between these and any other trail systems in the area.
- Provide photos of the existing trail as an assessment of what the proposed trail will look like upon completion if approved.
- A kml/kmz (Google Earth) file outlining the expected trail continuation (any additional phases/extensions) and any future goal to connect to other legal motorized trails. Provide confirmation that these trail committees/associations are aware of the planned connections.
- Provide information regarding ownership and/or zoning of the land upon which the project is to be located and any restrictions imposed by that ownership or zoning, including municipal ownership/zoning, Crown, and private land.

##### **4.2 Design and Construction:**

- State the time period in which proposed construction will proceed (if staged, list each stage and its approximate duration) and proposed date of first physical construction-related activity.
- The details, materials, methods, schedule, and location of all planned construction activities must be presented. This should include, but not be limited to:

- Trail construction methods used to prevent or limit trail erosion, particularly with respect to any run-off and sedimentation in wetlands and waterbodies.
- Provide details of any heavy equipment to be used in trail construction and describe the capacity of existing bridges and other water crossings, originally designed for ATV use, to accommodate the movement and operation of heavy equipment.
- Provide GPS coordinates for the location of stream crossings and describe the dimensions, materials used and method of construction of the proposed bridges.
- Describe how stream crossings will take into account the increased volume and frequency of extreme precipitation events due to climate change.
- Photos are to be provided of **all** water crossing sites. This includes potential sites for the proposed extension as well as all **existing** water crossings from the current ATV trails maintained/owned by the proponent.
- Describe the capacity of the trail to accommodate the size of ATVs used on the trail and the capability of vehicles travelling in opposite directions to safely pass each other without moving off-trail.
- State the number and location of pit privies or shelters if any are to be constructed.

### **4.3 Operation and Maintenance:**

All aspects of the operation and maintenance of the proposed development should be presented in detail, including:

- Describe signage for the trail (i.e. access points) and how the trail route will be marked for users to follow.
- A full description of how the trail is to be maintained. A maintenance schedule is required which is to include an outline of a regular commitment to inspect and maintain the trails, inspection of bridges, response to damage, placement of waste receptacles and the schedule and means of appropriate waste disposal/clean-up, maintenance personnel, and how the maintenance will be funded.

- The EPR should demonstrate how the aforementioned signage and maintenance requirements can meet market readiness standards and expectations of the Department of Tourism, Culture, Industry and Innovation. Please contact Paul Taylor, Western Region Tourism Development Officer, 709-637-2665, [paulataylor@gov.nl.ca](mailto:paulataylor@gov.nl.ca).

## 5. ALTERNATIVES

Alternative means of carrying out the project to meet the stated purpose and rationale must be provided:

- The EPR must identify, describe, and evaluate alternative locations for placement of the trail.

The following steps for addressing alternative means and locations are recommended:

- Identify any alternative means and locations to carry out the Project;
  - Identify the environmental effects of each alternative means and location;
  - Identify the **preferred** means and location;
  - Provide reasons for the rejection of alternative sites.
- Include information from previous project-related studies describing alternate locations that were considered, including the expansion of existing sites, reasons for rejection, and reasons supporting the proposed site as the preferred location.
- Digital files created in Google Earth should be provided outlining clearly any alternative locations.

## 6. POTENTIAL ENVIRONMENTAL EFFECTS and MITIGATION:

Provide detailed information regarding the potential effects of the project on the environment and the proposed mitigation to be used to avoid adverse environmental effects.

Potential environmental effects associated with the construction and operation of this ATV trail include, but are not limited to, the following:

- impacts to water quality and aquatic species due to construction of stream crossings.
- impacts to botanical species and their habitat.
- impacts to terrestrial wildlife species and their habitat.

Mitigations include, but are not limited to, the following:

- The EPR will include an assessment of the number and area of wetlands being

traversed by the proposed trail and the mitigation measures to be employed that minimize any impacts on these wetlands.

- The *Fisheries Act* requires that projects avoid causing serious harm to fish unless authorized by the Minister of Fisheries and Oceans Canada (DFO). People proposing to conduct work in or near water are now required to **self-assess** using the DFO “*Projects Near Water*” website, located at <http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html>, and determine if their project requires a review by DFO. The EPR should describe measures taken to comply with DFO requirements.
- The EPR must provide results of a botanical survey conducted by a qualified third party botanist along the ground truthed and accurately GPS'd route of the proposed trail route. Specifics of the survey should be discussed with the Forestry and Wildlife Branch, Department of Fisheries and Land Resources.
- There is currently significant illegal use of ATV's in the vicinity. Outline potential mitigation for illegal spur trail development if the proposed trail is approved and is constructed.
- Outline the construction period schedule, particularly to mitigate for and avoid sensitive wildlife related time periods.  
e.g. Denning of female marten and young occurs from early April to the end of June and dens must be protected from damage and disturbance during this time period as dens are protected under the provincial NL Endangered Species Act and the federal Species at Risk Act.  
For most caribou on the Island, the sensitive calving/ post-calving period runs from approx. mid-May to early July.

Identify how the project will avoid interference with the rights of other legitimate land owners/users, including.

- Proximity of the proposed trail to current cabin owners and other land uses.
- Any impacts to outfitting operations. The Tourism Division, Department of Tourism, Culture, Industry and Innovation has compiled a list of outfitters in the vicinity that should be consulted. Please contact John Angelopoulos at 709729-4518, [johnangelopoulos@gov.nl.ca](mailto:johnangelopoulos@gov.nl.ca) to obtain the list.

## 7. DECOMMISSIONING and REHABILITATION:

Describe the decommissioning and rehabilitation plans for the project. This would include a discussion of a contingency plan should the trail committee disband.

## 8. PROJECT- RELATED DOCUMENTS:

Provide a bibliography of all project-related documents already generated by or for the proponent (e.g., feasibility study, engineering reports, etc).

## 9. PUBLIC INFORMATION MEETING:

An Open House Public Information Session shall be held at a place adjacent to or in the geographical area of the undertaking, or as the minister may determine, in order to:

- a) provide information concerning the undertaking to the people whose environment may be affected by the undertaking;
- b) record and respond to the concerns of the local community regarding the environmental effects of the undertaking;
- c) present the information gathered to fulfill the requirements of Section 5 of these guidelines.

You are required to notify the Minister and the public of the scheduled meeting **not fewer than 7 days** before that meeting. Public concerns shall be addressed in a separate section of the EPR.

Protocol for these public sessions will comply with Section 10 of the Environmental Assessment Regulations, 2003. Public notification specifications are outlined in Appendix A.

## 10. APPROVAL OF THE UNDERTAKING:

List the main permits, licences, approvals, and other forms of authorization required for the undertaking, together with the names of the authorities responsible for issuing them (e.g., federal government department, provincial government department, municipal council, etc.), including:

The required 10 copies of the EPR, and an electronic version for posting to the Environmental Assessment website, should be sent together with a covering letter to:

Minister  
Municipal Affairs and Environment  
P.O. Box 8700  
St. John's NL A1B 4J6

## APPENDIX A

### Public Notices

Under the provisions of the Environmental Assessment Regulations 2003, Section 10, and where the approved Guidelines require a public information session(s), the following specified public notification requirements must be met by the proponent prior to each meeting:

#### **PUBLIC NOTICE**

Public Information Session on the Proposed

*Name of undertaking*  
*Location of undertaking*

shall be held at  
*Date and Time*  
*Location*

This session shall be conducted by the Proponent,  
*Proponent name and contact phone number,*  
as part of the environmental assessment for this Project.

The purpose of this session is to describe all aspects of the proposed Project, to describe the activities associated with it, and to provide an opportunity for all interested persons to request information or state their concerns.

**ALL ARE WELCOME**

#### **MINIMUM INFORMATION CONTENT OF PUBLIC ADVERTISEMENT**

- Minimum newspaper ad size: 2 column widths. Minimum posted ad size: 7" x 5"
- Minimum newspaper ad coverage: Weekend preceding meeting and 3 consecutive days prior to meeting date; to be run in newspaper locally distributed within meeting area or newspaper with closest local distribution area.
- Minimum posted ad coverage: Local Town or City Hall or Office, within town or city where meeting is held, to be posted continually for 1 full week prior to meeting date.