Attachment B – Roles and Responsibilities Matrix

RDN = Regional District of Nanaimo
SCBC = Stewardship Centre for British Columbia

Activity	RDN	SCBC	Consultant
Project Management	Lead	-	-
Dike Ownership and Jurisdiction Review	Lead	-	Support
Green Shores Technical Expertise		Lead	Coordinate
Technical Investigations (Survey, Flood Risk, Habitat, Geotechnical)	-	-	Lead
Nature-Based Shoreline Enhancement Assessment and identification of three shortlisted options	Review	Review	Lead
Detailed Feasibility Assessment of the three options	Review	Review	Lead
Preferred Concept Development			
Cost Estimates and Implementation Roadmap	Review	Review	Lead
Engagement Planning and Coordination	Lead	Support	Support
Technical Mapping and Graphics for Engagement activities	Review	Review	Lead
Engagement Workshop delivery	Support	Lead	Support
Technical Participation in Workshop engagement activity	Support	Support	Lead
Feasibility Study Preparation	Review	Review	Lead
Final Feasibility Study	Review	Review	Lead

Notes

- The RDN will lead the dike ownership, tenure, registration status, and jurisdictional review.
- SCBC will provide Green Shores technical expertise, engagement support, workshop delivery support, and review of technical deliverables and engagement materials.
- The Consultant will be responsible for all technical investigations, feasibility assessment, concept development, cost estimating, implementation planning, preparation of technical mapping, graphics and presentation materials, and preparation of the feasibility study.
- Public, stakeholder, and First Nations engagement will be coordinated by the RDN with support from SCBC.
- Workshop delivery will be led by SCBC. The Consultant will attend and provide technical support for one workshop engagement activity.
- The Consultant will be required to coordinate with SCBC throughout the project and consider findings from the RDN's ownership and jurisdiction review in the constraint assessment and feasibility assessment, as appropriate.