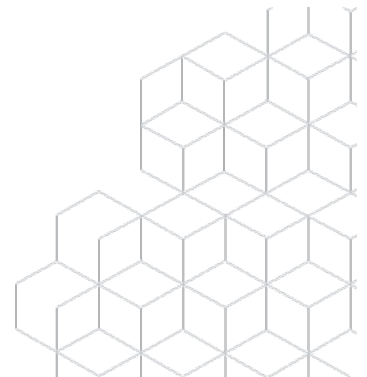


YESAB

Yukon Environmental and
Socio-economic Assessment Board

Pre-Submission Engagement for Executive Committee Screenings

Project Description Requirements



Introduction

The Yukon Environmental and Socio-economic Assessment Board ([YESAB](#)) has developed a Pre-submission Engagement (PSE) process for Executive Committee screenings. PSE is a proactive, front-end process that occurs before a project proposal is submitted for screening by the Executive Committee (EC).

For more information on YESAB's PSE process please refer to YESAB's website www.yesab.ca

Project Description

The PSE process begins with the submission of a [Project Description](#) (PD) to the EC by a proponent. The Project Description Requirements are set out at a high-level in Schedule A of the *Rules for Screenings Conducted by the Executive Committee (Screening Rules)* and in greater detail in this document.

The purpose of the Project Description is to provide enough information so that participants (e.g. governments, First Nations, and the public) can provide input on what information will be needed in the proponent's project proposal. It describes the project activities and the setting within which the activities will occur and helps set the content for PSE and the assessment process.

Important Note:

The Project Description is NOT a comprehensive or completed project proposal at this stage. It is a 'preliminary' description only with the more detailed version being the Project Proposal submitted under paragraph 50(1)(a) of [YESAA](#) at the conclusion of the PSE process.

Proponents should only provide high-level or summary information in the Project Description. Specific project requirements will be identified in the PSE process after a review and input from government decision bodies, potentially affected First Nations(s), local governments, regulators, and the public.

When the PD is submitted to YESAB, the EC conducts an administrative compliance check to ensure all the required information is included. If the PD complies, the PSE process is formally initiated as per the *Screening Rules*. If the PD does not comply with the requirements, the EC will provide direction to the proponent and the PD can be re-submitted. It is important to note - the PSE process does not begin until the Project Description complies with these requirements.

Requirements

The following table sets out the requirements for proponents when preparing a Project Description for projects that require an Executive Committee Screening under the *Yukon Environmental and Socio-economic Assessment Act* (YESAA). As set out in Schedule - A of the *Screening Rules*, the Project Description shall include the content areas as provided.

A glossary of select terms can be found in [Appendix A](#)

Project Description Requirements

Schedule A – Screening Rules	Description
1.0 Executive Summary	A short, plain language summary of the Project Description.
2.0 General Information and Contacts	
2.1 Project name	The name of the proposed project.
2.2 Proponent Name & Contact Information	Proponent name, contact information and the name and contact information of any agent representing the proponent for the PSE process. For example, mailing address, phone and fax numbers, email address, and website URL.
3.0 Project Overview	
3.1 Project Activities and Components	
3.1.1 Description of the Project	- Describe the purpose of the proposed project. - Describe the current status of the proposed project. Include whether it is a new project or a modification to an existing project. - Describe the history of the proposed project including any previous assessments or permits where possible.
3.1.2. Project Activities	- The industrial sector and type of the proposed project. - The activity(s) set out in Schedule 3 of the YESAA <i>Assessable Activities, Exceptions and Executive Committee Projects Regulations</i> that triggers an Executive Committee screening. - Any other related activities set out in Schedule 1 of YESAA <i>Assessable Activities, Exceptions and Executive Committee Projects Regulations</i>. - Any other activity involved in the proposed project, whether or not it is listed in the YESAA <i>Assessable Activities, Exceptions and Executive Committee Projects Regulations</i>.
3.1.3 Project Phases	Describe if the proposed project will be completed in phases. If yes, provide a short description and general timeline.
3.1.4 Project Scale	The scale and physical dimensions of the proposed project including all phases. For example, its geographical extent and temporal duration.

Project Description Requirements

Schedule A – Screening Rules	Description
3.1.5 Project Components	A summary description of all major components, technology and ancillary activities directly related to the proposed project. For example, for a proposed mine - water treatment, underground workings, open pit, waste rock dumps, roads, borrow sites or power supply.
3.1.6 Access and Transportation	A summary description of activities related to transportation and shipping materials, products and waste in the construction, operation, and decommissioning stage of the proposed project. Include the upgrade and/or use of existing access, construction and decommissioning of new transportation corridors, frequency, and timing of use.
3.1.7 Workforce	A description of workforce requirements across stages of the project (e.g. construction, operation, and decommissioning), including the mobilization of human resources to or from the proposed project site. For example, person years or full-time equivalents; use of contract workers and/or out of territory workers; and any proposed workforce accommodations (camps and approximate size)
3.1.8 Project Resource Requirements	- A <u>high-level</u> description of resource requirements for the proposed project (where applicable): - Construction materials - Energy demands and sources (including links to existing energy grid or need for utility corridors) - Water demands and sources - Process reagents and sources (e.g. cyanide) - Explosives
3.1.9 Project Emissions, Discharge of Wastes and Disturbances	A short description of expected emissions, effluents, discharge of wastes, and other environmental disturbances associated with all phases of the proposed project. Include approximate amounts/volumes (where possible).
3.1.10 Third Party Project Activities	Any project activities expected to be undertaken by a third party and the nature of the proponent-third party relationship. For example, bulk explosives plant and explosives manufacturing, power generation, co-generation or transmission, road construction and maintenance, and forestry.
3.2 Project Location	
3.2.1 Project Location & Maps	A high-level description of the proposed project's location and mapping (including latitude and longitude (degrees, minutes, seconds, polygons).

Project Description Requirements

Schedule A – Screening Rules	Description
	- Maps at an appropriate scale using available map layers related to the location of the proposed project including features and information such as: - major natural landscape features, - communities, roads, and infrastructure, - First Nations settlement land and traditional territory - watersheds and ecoregions, - environmentally sensitive or ecologically significant areas, wildlife key areas, fish habitat, - third-party land-use interests (e.g., trapping concessions, heritage sites, outfitter concessions, mineral claims, other land uses – residential, commercial/industrial, infrastructure, agricultural), - land use planning areas, Special Management Areas, Parks or Protected Areas, municipal and community area plans (where applicable). Also Regional, sub-regional, First Nations land use plans, local area plans, or other relevant plans (e.g. forest management plans). - If project is likely to affect listed wildlife species or critical habitat in <i>Species At Risk Act</i> (s79).
3.2.2 Site Conditions	- Local, regional scale maps and Shapefiles of the project showing the location of all components of the proposed project. Include whether any project locations are fixed or flexible. Show all existing and proposed access and utility corridors if proposed. - A summary description of site conditions. For example, soils, vegetation, landforms, geomorphology, geology, permafrost, potential geohazards, surface waters, groundwater, flood plains and hydrology. Include a description of any relevant existing data that is available.
3.2.3 Proximity to Other Projects	Proposed project location in relation to surrounding projects or activities (existing or historical)
3.2.4 Proximity to First Nations Interests and Land	The proposed project's proximity to First Nation interests in the project area, including: Settlement land, interim protected lands, and traditional territories and any other mapped or known cultural / heritage sites of special consideration.
3.2.5 Land Requirements	A description of the land required for the proposed project. Include whether the project is located in whole or in part on private land, territorial or Federal Crown lands, First Nation Settlement land, community or municipal land. Include if the proposed project is transboundary with another jurisdiction.

Project Description Requirements

Schedule A – Screening Rules	Description
3.2.6 Past Uses of Project Site	A summary description of past uses of the proposed project site including whether the site has been previously developed by the proponent or any other party.
4.0 Project Stages & Schedule	
4.1 Project Stages and Schedule	Describe all stages of the project and provide a high-level schedule for each stage and for the overall project. Including construction, operation, decommissioning and reclamation, closure, post-closure monitoring, and abandonment (where applicable).
4.2 Project Design Stage	A description of the current stage of project design as per the developmental sector (e.g. forestry, mining, energy).
4.3 Proposed Concurrent activities	A list of proposed activities to be undertaken during Pre-Submission Engagement to inform the development of the project proposal (if applicable). For example, ongoing exploration or studies occurring at the project site.
5.0 Regulatory Context	
5.1 Regulatory Requirements	A high-level list of potential federal, territorial, First Nation or municipal approvals, permits, licenses or other authorizations required for the proposed project to proceed. <u>Note</u> - this is a preliminary list only; regulatory requirements will be identified during the PSE process.
6.0 Initial Engagement & Consultation	
6.1 Affected First Nations and Communities	A list of each First Nation and community where residents may be affected by the proposed project, components, or activities.
6.2 Overview of Engagement and Consultation Activities	A summary description of the proponent's efforts to engage with or consult, to date, each potentially affected First Nation in whose territory, or the residents or any community in which, the project will be located or might have significant environmental or socio-economic effects. <u>Note</u>: Proponents are required to consult under section 50(3) of YESAA. Further information can be found in YESAB's Consultation Guidance for Proponents and the PSE User Guide.

Project Description Requirements

Schedule A – Screening Rules	Description
	A summary overview of the proponent’s proposed process for future (or ongoing) engagement and consultation activities with each potentially affected First Nation in whose territory, or the residents or any community in which, the project will be located or might have significant environmental or socio-economic effects.
	A summary description of any initial efforts to engage with federal, territorial and First Nation government regulatory officials.
7.0 Preliminary Valued Components & Data	
7.1 Description	A preliminary identification of, valued environmental and socio-economic components (<u>VESECs</u>), how and why they were identified and how they may be further developed. <u>Note:</u> High-level or summary only.
7.2 Proposed VESEC Data Collection	- A description of the proponent’s approach to collecting data to describe the condition of identified VESECs. - A description of current and ongoing data collection in relation to identified VESECs.

Other Information - It is recommended that proponents **DO NOT** include the following information in the Project Description:

- Positive and negative project effects
- [Cumulative effects](#)
- Effects of the environment on the project
- Accidents and malfunctions
- [Mitigations](#)
- Alternatives (that would address significant adverse effects)
- Compensation
- Monitoring or adaptive management plans
- Significance determinations

This information is **NOT** required in the Project Description as it will be specified by the Executive Committee in latter stages of the PSE process after a review and input from affected First Nations(s), government decision bodies and regulators. Additional required information will be set out in the Project Proposal Guideline and Project Proposal Report.

APPENDIX A – Glossary of Terms

Cumulative effects - Changes to a Valued Environmental and Socio-economic Component (VESEC) caused by an activity (related to a project being assessed) in combination with other past, present, and likely future projects or activities.

Ecoregions – As described in the Government of Yukon’s [Ecological and Landscape Classification \(ELC\)](#) ¹

Fish Habitat - As described in the Government of Yukon’s [fish habitat classification](#) and s.2(1) of the [Fisheries Act](#) (Government of Canada).

Mitigations - Measures for the elimination, reduction, or control of adverse environmental or socio-economic effects.

Phases – The discrete developmental aspects of the proposed project.

Project Description – For a proposed project, means a description of the proposed project that complies with the requirements set out in Schedule A of the *Screening Rules* and this document.

Proposed Project - A project for which a proponent submits or intends to submit a proposal to the Executive Committee.

Stages– The functional aspects of a proposed project that occur over time to fulfill the purpose of the project.

Valued Environmental and Socio-economic Component (VESEC) - Components of the physical and socio-economic environment that are viewed as important in the setting of a given project (i.e. for environmental, scientific, social, traditional, or cultural reasons), and are predicted to be adversely affected by the proposed project and warrant consideration in an assessment.

Wildlife Key Areas – As set out in Government of Yukon’s wildlife layers in [Geo-Yukon GIS datasets](#).

Yukon Environmental & Socio-economic Assessment Act (YESAA) - Chapter 12 of the Yukon First Nations Final Agreements called for the establishment by federal legislation of an assessment process that would apply to all lands within Yukon: federal, territorial, First Nation and private. The Yukon Environmental and Socio-economic Assessment Act (YESAA) was given Royal Assent on May 13, 2003. The federal legislation outlines the assessment process for Yukon.

Yukon Environmental & Socio-economic Assessment Board (YESAB) - YESAB is an independent arms-length body, responsible for the assessment responsibilities of the *Yukon Environmental and Socio-economic Assessment Act* (YESAA) and regulations.

¹ All references in this Appendix to Government of Yukon publications refer to the versions of those publications that are current when the Project Description is being prepared and include any replacement publication.