



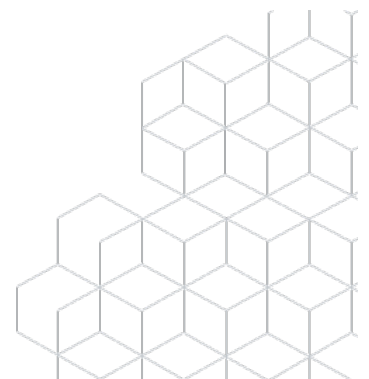
YESAB

Yukon Environmental and
Socio-economic Assessment Board

PRE-SUBMISSION ENGAGEMENT FOR EXECUTIVE COMMITTEE SCREENINGS

Project Description Requirements - 2018

December 18, 2018



Introduction

The Yukon Environmental and Socio-economic Assessment Board (YESAB) has developed a new 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).

The purpose of pre-submission engagement is to bring interested and affected parties together to review project requirements well in advance of a detailed proposal being submitted for assessment. This helps identify gaps and issues of concern, to define values and baseline information requirements and ensure a timely and certain screening process.

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

Project Description Requirements

In the proposed PSE process, project description requirements are being developed that set out the information required from proponents so that the appropriate level of information is provided to participants at the outset of the PSE process. This provides greater certainty and efficiencies for both the proponent, the EC and participants.

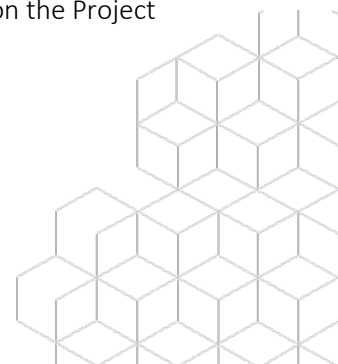
The purpose of the Project Description is to provide enough information so that key participants (e.g. government decision bodies, First Nations and the public) can identify issues and comment on the proposed project as well as provide instruction and guidance on what information is needed for the screening.

The EC provides the Project Description Requirements to the Proponent at the beginning of the Pre-Submission Engagement process (PSE) as shown in Figure 1. This initiates the PSE process.

Figure 1 – PSE at a glance



The Project Description is a central component of the PSE process. It is the first document the proponent provides to the Executive Committee. Subsequent steps in the PSE process build on the Project Description's contents.



The PSE process begins when the proponent notifies YESAB's Executive Committee (EC) of a potential project. The EC and proponent engage in preliminary dialogue to explain how the PSE process works, required documents and the potential participants involved. The EC provides the proponent with the Project Description Requirements and the PSE process is initiated. The proponent prepares the Project Description and advises the EC when it is ready for submission.

After the Project Description is submitted, it is reviewed by the EC and participants (affected First Nations, government decision bodies, regulators and the public). The EC prepares project-specific guidance and provides it to the proponent.

Content

This document sets out requirements for proponents preparing a Project Description for projects that require an Executive Committee Screening under the *Yukon Environmental and Socio-economic Assessment Act* (YESAA). It should include, but is not limited to, the content areas provided below; additional information may be required based on the specifics of the proposed project.

Note to Reviewers:

Participant views on **Project Description Requirements** is important. Information on how provide feedback can be found on [page 6](#)

Questions to Consider:

For Proponents:

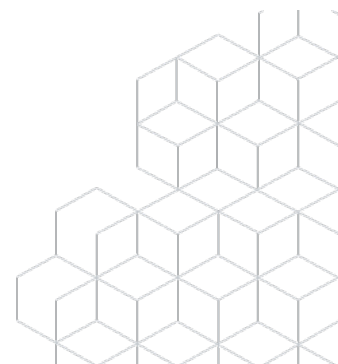
- Do the following requirements provide enough clarity for you to prepare a project description?
- What modifications, additions or deletions do you suggest?

For First Nations, government Decision Bodies, Regulators, and the public:

- Are the following requirements comprehensive enough to enable you to understand the project and provide your views on what information is required in the project proposal?
- What, if any, modifications, additions or deletions do you suggest?

1.0 GENERAL INFORMATION AND CONTACTS

- The name of the proposed project and a two-three paragraph description and general location.
- Proponent contact information, including name, mailing address, phone and fax numbers, email address, and website URL. Include the name of the primary contact person and any agent representing the proponent for the PSE process.



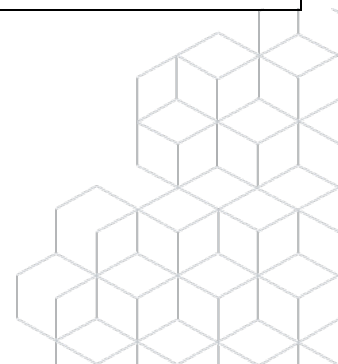
2.0 PROJECT OVERVIEW

2.1 Project Activities and Components

- A description of the project including its purpose, rationale, history and current status.
- The type and size of the proposed project, with specific reference to the activities set out in Schedule 1 and 3 of the Assessable Activities, Exceptions and Executive Committee Projects Regulations¹.
- The major parameters of the proposed project and its components. For example, magnitude and extent and duration of the project.
- A description of the major components, technology and ancillary activities associated with the proposed project. Include all phases of the project, construction, operation, decommissioning and reclamation, if applicable. Include the purpose of each component and options if the final site layout and design/route selections are not yet made.
- Indication of the current stage of project design (e.g. conceptual, feasibility, preliminary, detailed) and an identification of any major technical, economic or other data gaps pertinent to design.
- A description of activities related to transportation, shipping materials and mobilization of human resources to or from the site, in the construction, operation, and decommissioning phases of the project, including the use of existing or new transportation corridors, frequency and timing of use.
- Construction and operation workforce requirements (in person years or full time equivalents), and a description of any proposed workforce accommodation and transportation to the project site.
- A description of resource requirements for the project such as power, source and use of water, etc.
- A general description of expected emissions, effluents, discharges, wastes and other disturbances associated with all phases of the project, including potential accidents and malfunctions, their sources and locations.

Comments:

¹ Yukon Environmental and Socio-Economic Assessment Act (YESAA)



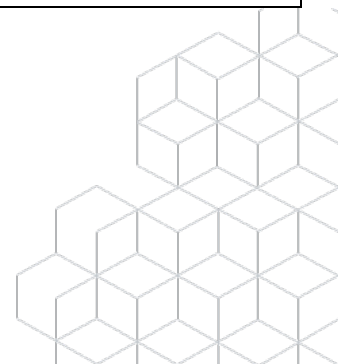
2.2 Project Location

- The project location including latitude and longitude (degrees, minutes, seconds, polygons) of the project and maps at an appropriate scale showing the project's location in relation to:
 - major natural and anthropogenic landscape features,
 - drainage basins and ecoregions ,
 - environmentally sensitive areas,
 - key wildlife areas,
 - land-use interests (e.g. trapping concessions, heritage sites, outfitters, mineral claims) and,
 - communities and roads.
- The project's proximity to First Nation(s) with interests in the project area, including, Settlement land, interim protected lands and traditional territories.
- The Identification of any land use planning regions (including local and municipal areas) along with any relevant Special Management Areas, Parks or Protected Areas or proposed parks.
- A map of the project site with relative locations of all project components.
- A description of the land required for the proposed project, including whether the project is located in whole or in part on private land, territorial or Federal Crown lands, or First Nation Settlement land.
- A description of past uses of the project site including whether the site has been previously developed.

3.0 PROJECT PHASES AND SCHEDULE

- A general description of the project schedule.
- If the proponent is planning to proceed in phases, provide a description of all proposed phases, including the approximate timing of proposed expansion or modifications and the components and activities associated with each stage.

Comments:



4.0 REGULATORY CONTEXT

- A list of required federal, territorial, First Nation or municipal approvals, permits, licenses or other authorizations and their status if any have been applied for.
- Any project activities to be undertaken by a third party and the nature of relationship to the proponent (e.g. a government department or private corporation).

5.0 INITIAL ENGAGEMENT AND CONSULTATION

- A list of First Nations and communities who may be affected by the project and its components or activities.
- A description of any initial efforts to engage with or consult potentially affected First Nations and residents of communities.
- An overview of planned engagement and consultation activities.

6.0 PRELIMINARY VALUED COMPONENTS and BASELINE DATA

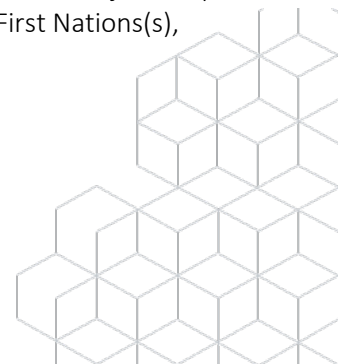
- Preliminary identification of potential issues, valued environmental and socio-economic components (VESECs), how they were identified and how they may be developed further.
- Identification of potential trans-Yukon-boundary effects.
- A description of baseline data collection programs underway or proposed to be initiated.

7.0 OTHER INFORMATION

The following information should **NOT** be included in the Project Description:

- Positive and negative project effects and cumulative effects
- Effects of the environment
- Accidents and malfunctions
- Mitigation
- Alternatives
- Compensation
- Monitoring or adaptive management plans
- Significance determinations

Information required in these areas will be specified by the Executive Committee in the Project Proposal Guideline (PPG) after a review of the Project Description and input from affected First Nations(s), government decision bodies and regulators.



Comments:

Contact Information

Participant and public views on implementing the PSE process are important. Individuals can provide their comments to YESAB at the contacts below.

Comments will be accepted until **February 28, 2019**.

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For more information on the PSE process please visit YESAB's website www.yesab.ca

