

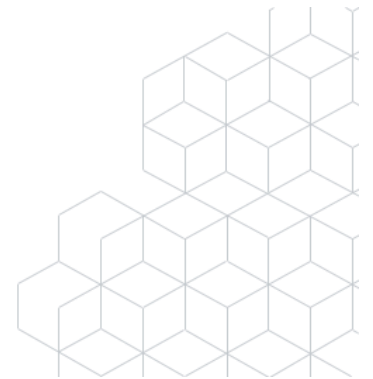


YESAB

Yukon Environmental and
Socio-economic Assessment Board

Pre-Submission Engagement for Executive Committee Screenings

- Project Description Requirements -



July 2021

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 Requirements

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 in Schedule A of the proposed *Rules for Screenings Conducted by the Executive Committee (Screening Rules)* and 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 instruction and guidance 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 scope of the proposed project to be assessed.

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.

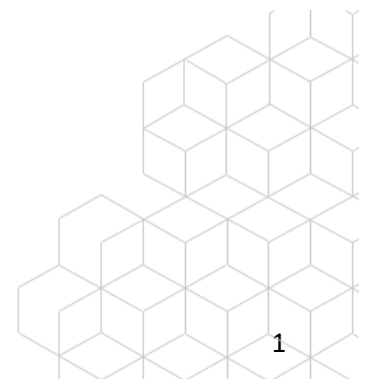
Proponents should only provide high-level or summary information in the Project Description. Specific project requirements will be identified in the PSE process after a review and input from government decision bodies, potentially affected First Nations(s), local governments, regulators, and the public.

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 proposed *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. Is it important to note - the PSE process does not begin until the Project Description complies with these requirements.

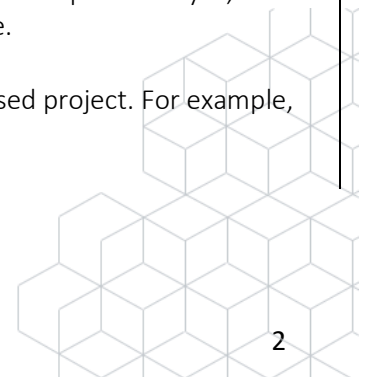
Requirements

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 proposed *Screening Rules*, the Project Description shall include the content areas as provided.

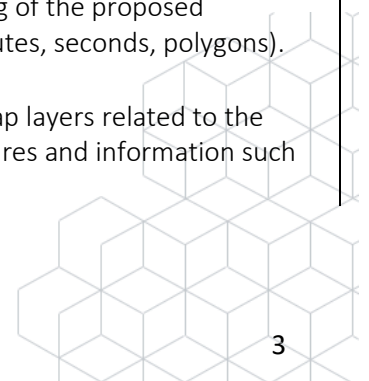
A glossary of select terms can be found in [Appendix A](#)



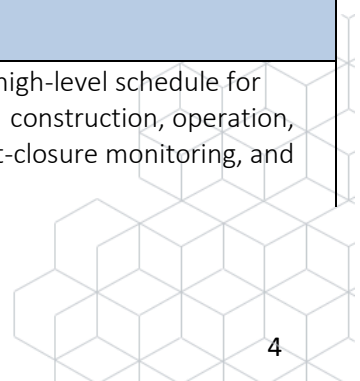
Schedule A – Screening Rules	Description
1.0 Executive Summary	A short, plain language summary of the Project Description.
2.0 General Information and Contacts	
2.1 Project name	<ul style="list-style-type: none"> The name of the proposed project.
2.2 Proponent Name & Contact Information	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Describe the purpose of the proposed project.
	<ul style="list-style-type: none"> Describe the current status of the proposed project. Include whether it is a new project or a modification to an existing project.
	<ul style="list-style-type: none"> Describe the history of the proposed project including any previous assessments or permits where possible.
3.1.2. Project Activities	<ul style="list-style-type: none"> The industrial sector and type of the proposed project.
	<ul style="list-style-type: none"> 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.
	<ul style="list-style-type: none"> Any other related activities set out in Schedule 1 of YESAA <i>Assessable Activities, Exceptions and Executive Committee Projects Regulations</i>.
	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> Describe if the proposed project will be completed in phases. If yes, provide a short description and general timeline.
3.1.4 Project Scale	<ul style="list-style-type: none"> The scale and physical dimensions of the proposed project. For example, its extent and duration.



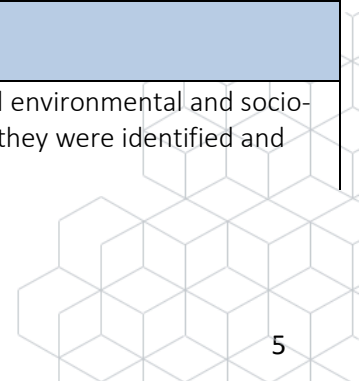
Schedule A – Screening Rules	Description
<p>3.1.5 Project Components</p> <p>3.1.6 Access and Transportation</p> <p>3.1.7 Workforce</p> <p>3.1.8 Project Resource Requirements</p> <p>3.1.9 Project Emissions, Discharge of Wastes and Disturbances</p> <p>3.1.10 Third Party Project Activities</p>	<ul style="list-style-type: none"> • A summary description of all major components, technology and ancillary activities directly related to the proposed project. For example, water treatment, underground workings, open pit, waste rock dumps, roads or power supply. • A summary description of activities related to transportation and shipping materials, 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. • A description of construction, operation, and decommissioning workforce requirements- 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. • A high-level description of resource requirements for the proposed project (where applicable): <ul style="list-style-type: none"> ○ 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 ○ Explosives • A short description of expected emissions, effluents, discharges, wastes, and other disturbances associated with all phases of the proposed project. Include approximate amounts/volumes (where possible). • Any project activities 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.
<h3>3.2 Project Location</h3>	
<p>3.2.1 Project Location & Maps</p>	<ul style="list-style-type: none"> • A high-level description of location and mapping of the proposed (including latitude and longitude (degrees, minutes, seconds, polygons). • Maps at an appropriate scale using available map layers related to the location of the proposed project including features and information such as:



Schedule A – Screening Rules	Description
<p>3.2.2 Site Conditions</p> <p>3.2.3 Proximity to Other Projects</p> <p>3.2.4 Proximity to First Nations Interests and Land</p> <p>3.2.5 Land Requirements</p> <p>3.2.6 Past Uses of Project Site</p>	<ul style="list-style-type: none"> ○ major natural landscape features, ○ communities, roads, and infrastructure, ○ 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 use designations), ○ land use planning areas, Special Management Areas, Parks or Protected Areas, local and municipal areas (where applicable). <ul style="list-style-type: none"> ● 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, flexible, or final. 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. ● Proposed project location in relation to surrounding projects or activities (existing or historical) ● The proposed project’s proximity to First Nation(s) with 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. ● 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. ● 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.
<h4>4.0 Project Stages & Schedule</h4>	
<p>4.1 Project Stages and Schedule</p>	<ul style="list-style-type: none"> ● 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).



Schedule A – Screening Rules	Description
4.2 Project Design Stage	<ul style="list-style-type: none"> The current stage of project design.
4.3 Proposed Concurrent activities	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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. <p><u>Note</u> - this is a preliminary list only; regulatory requirements will be identified during the PSE process.</p>
6.0 Initial Engagement & Consultation	
6.1 Affected First Nations and Communities	<ul style="list-style-type: none"> A list of each First Nation and community that may be affected by the proposed project, components, or activities.
6.2 Overview of Engagement and Consultation Activities	<ul style="list-style-type: none"> A summary description of the proponent’s efforts to engage with or consult each potentially affected First Nation and each community as identified. <p><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.</p> <ul style="list-style-type: none"> A summary overview of the proponent’s proposed process for future (or ongoing) engagement and consultation activities with each First Nation and community as identified. 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	<ul style="list-style-type: none"> A high-level preliminary identification of, valued environmental and socio-economic components (VESECs), how and why they were identified and how they may be further developed.



Schedule A – Screening Rules	Description
7.2 Proposed VESEC Data Collection	<p><u>Note:</u> High-level or summary only.</p> <ul style="list-style-type: none"> • 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
- 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

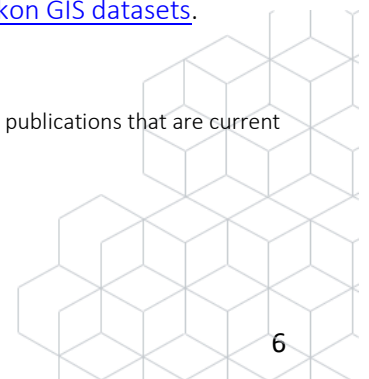
Cumulative effects - Changes to a Valued Environmental and Socio-economic Component (VESEC) caused by an activity (related to a project being assessed) in combination with other past, present, and likely future projects or activities.

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](#)

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

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.



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

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

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.

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.

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.

Contact Information

For additional information or questions please contact YESAB:

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