



BRIEF OUTLINE OF A TYPE “A” LICENCE PROCESS

Applications must be submitted to the Inuvialuit Water Board’s (IWB) office along with the thirty (\$30.00) dollar application fee plus a deposit for the applicable water use fees. Cheques can be made out to the GNWT. Only when the required fees and deposits have been received will the application be registered and the licensing process commence.

PROCESS

1. Upon receipt, applications proceed through a preliminary technical review to determine whether there is sufficient information to proceed.
2. All applications are subject to the Canadian Environmental Assessment Act (2012) and as such should normally be environmentally screened before proceeding through the regulatory licensing process. Those participating in this environmental screening may include representatives of the following interested parties:
 - Federal Government Departments (Fisheries and Oceans Canada, Environment Canada, Transport Canada, Canadian Coast Guard, etc);
 - Government of the Northwest Territories Departments (Environment and Natural Resources, Environmental Protection and Assessment, Municipal and Community Affairs, Department of Lands, Health and Social Services, etc); and
 - Community Governments, Inuvialuit Organizations and other organizations within the area of concern.
3. Once the preliminary technical review and environmental screening is complete, the public hearing process commences as follows:
 - the Applicant is contacted and arrangements made for a suitable public hearing date. (This date must be not less than thirty-five days after advertising of the hearing.);
 - the Applicant is requested to provide a copy of the presentation they will be making at the hearing as soon as possible so that all relevant information is in one document for public review;
 - a public hearing is advertised along with basic application information specifying a deadline of ten days prior to the hearing date for notification of persons intending to make representations (interventions) at the hearing;
 - if interventions are received by the deadline, the public hearing will proceed as scheduled. The Applicant will make a verbal presentation to the IWB and the public at the hearing. There will be interventions presented and question and

answer periods following the presentations. (All documentation and arrangements for hearings are through the IWB office);

The Applicant will proceed through the licensing process following the hearing.

- If no interventions are received by the deadline and the IWB decides that there is no significant public interest or other reasons for holding the hearing, then with the consent of the Applicant, the hearing may be cancelled.
4. Once the public hearing process is complete (whether the hearing is held or cancelled), the IWB refers issues of a technical nature to its Technical Advisor for review and preparation of a draft licence. The Applicant will be invited to the initial part of the meeting to make a presentation and/or answer questions regarding the project. (The meeting will be scheduled within a few weeks after the public hearing date).
 5. The IWB reviews the draft licence prepared by its Technical Advisor, sets proposed effective and expiry dates and the security deposit amount, and makes any revisions it feels are warranted. (The IWB meeting at which the draft licence is reviewed may be up to a month or more after the Technical Advisor meeting.)
 6. The draft licence is then forwarded to the Applicant and any interested interveners or parties specifying a deadline for submission of comments of the draft licence.
 7. The IWB reviews the draft licence in conjunction with any comments received prior to finalizing the licence. The licence is prepared in final form including the Reasons for Decision, signed by the Chairman of the IWB and forwarded to the Minister of Environment and Natural Resources for approval. (Approval may take several weeks).

Note: the Minister cannot change the licence but could recommend the IWB reconsider certain aspects, including Terms and Conditions.

8. The licence is issued immediately following approval from the Minister's Office.

Please refer to the IWB Rules of Procedures for the entire licencing process.