



# Mackenzie Valley Environmental Impact Review Board

Box 938, 5102-50th Avenue, Yellowknife, NT X1A 2N7

**Date:** Monday, September 8<sup>th</sup>, 2003  
**From:** Sherry Sian, Environmental Assessment Officer  
**Pages:** 2 (including cover page)  
**File:** EA-03-006 Snowfield Development Corporation Mineral Exploration Program

**Subject:** Information Requests and Status of Parties

The Review Board is now accepting Information Requests in the Snowfield Development Corp.'s EA. In this stage, Snowfield Development Corp.'s submission is reviewed to enable the Review Board to determine whether the developer has proven that the development is not likely to cause significant adverse environmental effects, or significant public concern.

You have until the **end of day September 12<sup>th</sup>, 2003** to propose any Information Requests (IRs) to the Review Board. The attached note will help clarify the IR process. Please follow the sample format. Parties are encouraged to submit IRs as soon as possible, so that the Review Board can approve the release of IRs at the next scheduled meeting September 17-18<sup>th</sup>, 2003.

At this meeting, the Review Board will also consider applications for status from the following groups as per their request:

- Yellowknives Dene First Nation
- NWT Métis First Nations
- North Slave Métis Alliance
- Environment Canada
- GNWT- RWED
- Dept. of Fisheries and Oceans
- INAC

If your group is not listed and you have submitted a request for status, please let me know as soon as possible.

  
Sherry Sian

*Environmental Assessment Officer*

*Mackenzie Valley Environmental Impact Review Board*

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### **Information Request Guidance Note**

The Snowfield Development Corp. environmental assessment (EA) has begun the technical analysis stage. To ensure that parties to the EA have access to the information necessary for the review of the developer's assessment report, the Review Board has a formal information request (IR) process.

An IR is a written request for information from a party in an EA to any other party in the EA, issued through the Review Board. The party that receives the IR is required to provide the Review Board with a written response that satisfactorily addresses the questions or issues raised by the IR.

Although IRs may originate from parties besides the Review Board, the Review Board issues all IRs. The Review Board may issue its own IRs, as well as those originating externally.

If the Review Board receives more than one IR asking for the same information, it can amalgamate them into one IR to prevent redundancy. The Review Board has the right to rule on the relevance and acceptability of IRs, and will decide whether to issue each IR. It will assign each IR an official number, and will issue them to the appropriate party.

For each IR, please submit your request in the following format:

#### **Reference**

Identify the source document, and where specifically in the document (e.g. section number, page number, table number, appendix number, etc...) your request originates. If there is more than one source, list them individually.

#### **Terms of Reference Section:**

List the section of the ToR, and if possible, the specific item within that section (e.g. *ToR s. C, Development Description, C-3 Water Use.*).

#### **Preamble:**

Describe why you are making the request. Is the source document unclear? Are there inconsistencies or errors in the document? What will you do with the response? Why, specifically, do you need to know this information? Please be thorough and clear with your reasons.

#### **Request:**

What information do you want? What exactly is the recipient being directed to do or provide? For example:

- a) *Provide document X.*
- b) *Explain why you did (whatever), as opposed to ....*
- c) *What is your rationale for the number you stated in ....?*

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 \*\*\* MULTI TX/RX REPORT \*\*\*  
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TX/RX NO	1951	
PGS.	2	
TX/RX INCOMPLETE	[*104]669 2720	DIAND South Mack
TRANSACTION OK	[*001]669 4940	DFO-YK
	[*003]873 4021	GNWT-RWED Policy
	[*041]873 5969	YDFN
	[*044]669 7442	NSMA
	[*071]11 867 394 3413	Akaitcho TerrGov
	[*094]11 604 681 6937	Snowfield Dev
	[*102]669 2701	DIAND E AND C
	[*113]11 867 872 2772	NW Metis Nation
	[*115]669 9003	YK Dene FN Dilo
	[ 16]873 6610	MVLWB
ERROR INFORMATION	-----	



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