



Work Plan for Municipal Water Licensing in Nunavut

July 2010

WORK PLAN MANAGEMENT

Original Work Plan Date: May 2010

Work Plan Updates

	Description	Date
(1)	Updated NWB Summary of Municipal Water Licences table and status of initiatives led by the NWB in preparation for June 28, 2010 status update teleconference.	June 2010
(2)	Updated Work Plan following status update teleconference on June 28, 2010.	July 2010
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INTRODUCTION

On October 15th and 16th, 2009, the Nunavut Water Board (NWB or Board) held a Workshop on Municipal Water Licensing in Nunavut (Workshop) in Cambridge Bay, Nunavut. The purpose of the Workshop was to (1) confirm the accuracy of information provided in the draft *Operational Guide to Municipal Water Licensing* (Operational Guide) concerning the various stakeholders to water licensing in Nunavut; (2) confirm the status of initiatives proposed at the 2008 Workshop; and (3) to further the development of strategies to improve the water licensing process for municipalities in Nunavut.

Workshop participants included representatives of the NWB, Government of Nunavut Community Government Services (GN-CGS), Government of Nunavut Department of Environment (GN-DOE), Nunavut Impact Review Board (NIRB), Indian and Northern Affairs Canada (INAC), Environment Canada (EC), and Dillon Consulting Limited (Dillon). The Nunavut Association of Municipalities (NAM) and Department of Fisheries and Oceans (DFO) informed that they were unable to attend. Reference materials distributed at the Workshop as well as the Meeting Notes are available by contacting the NWB office.

The aforementioned draft Operational Guide was prepared following a similar Workshop held in March 2008 in Iqaluit, Nunavut. The primary objective of the draft Operational Guide is to act as a reference document for all parties involved in the municipal water licensing process providing information regarding each party's responsibilities, processes, and issues with municipal water licensing to develop a better understanding of potential interactions between processes.

At the conclusion of the 2009 Workshop the following next steps were proposed:

1. Revise the draft Operational Guide based on Workshop discussions and written comments to be submitted by Environment Canada, Government of Nunavut Community Government and Services and Indian and Northern Affairs Canada following the Workshop. Change the intent of the Operational Guide from a "working document" to a "standing document";
2. Develop a Work Plan outlining initiatives proposed at the Workshop that support objectives for improving municipal water licensing in Nunavut;
3. Update the Work Plan on a quarterly basis and provide stakeholders with status reports;
4. Plan to coordinate a follow-up Workshop to discuss Work Plan progress.

The NWB has taken the lead to carry out the next steps including preparation of the Work Plan. The purpose of the Work Plan is to outline initiatives proposed at the 2009 Workshop by the various parties that support the improvement of municipal water licensing in Nunavut. It is intended to function as a "working document" that will continue to be refined as achievement of municipal water licensing objectives progress. This Work Plan includes the "NWB's *Summary of Municipal Water Licences*", a "*Table of Objectives and Proposed Initiatives*" as well as "*Municipal Work Plan Stakeholder Contact Information*". This information changes over time requiring frequent updates which can be provided in a working style document.

The Work Plan also establishes the framework for future status reports. The NWB proposes to contact Municipal Work Plan Stakeholders on a quarterly basis with a request for updates to the *Table of Objectives and Proposed Initiatives* as well as the *Municipal Work Plan Stakeholder Contact Information*. Following receipt of comments, the NWB compiles individual responses and updates the Work Plan for distribution to stakeholders.

The NWB initially drafted the Work Plan based on the 2009 Workshop Meeting Notes. The draft Work Plan was then distributed to participants of the 2009 Workshop for review and comment. Upon receipt of comments, the NWB revised the Work Plan. Although the Work Plan has been drafted by the NWB, its content does not represent the position of the Board regarding issues and initiatives proposed by other agencies.

The Work Plan Management page (following the covering page) lists the revisions and updates that are made to the Work Plan over time and following quarterly status updates.

NWB SUMMARY OF MUNICIPAL WATER LICENCES

Status of Municipal Water Licenses as of June 2010					
Community	Licence Number	Date Licence Issued	Date Licence Expires	Name of Licensee	Notes: (i.e. open application currently before the Board)
Baffin Region					
Arctic Bay	3BM-ARC0810	March 17, 2008	March 31, 2010	Hamlet of Arctic Bay	<p>Amendment approved April 16, 2009.</p> <p>Licence is expired.</p> <p>A renewal application was received by the NWB on March 22, 2010.</p> <p>On June 23, 2010 the NWB requested additional information to address deficiencies in the Plan for Compliance before processing the renewal application.</p>
Cape Dorset	3BM-CAP0810	March 7, 2008	March 1, 2010	Hamlet of Cape Dorset	<p>Licence is expired.</p> <p>A renewal application was received by the NWB on March 3, 2010.</p> <p>On June 23, 2010 the NWB requested a comprehensive Plan for Compliance and a revised Operations and Maintenance Manual before processing the renewal application.</p>
Clyde River	3BM-CLY0909	March 18, 2009	Nov. 13, 2009.	Hamlet of Clyde River	<p>Licence is expired.</p> <p>A renewal application was received October 27, 2009.</p> <p>On March 18, 2010, the NWB rejected the Hamlet's Plan for Compliance and required the submission of a revised Plan. The Hamlet was advised that a Plan for Compliance must be approved by the Board prior to the Board accepting and processing the renewal application.</p>
Grise Fiord	3BM-GRI0911	July 25, 2009	July 31, 2011	Hamlet of Grise Fiord	N/A

Status of Municipal Water Licenses as of June 2010					
Community	Licence Number	Date Licence Issued	Date Licence Expires	Name of Licensee	Notes: (i.e. open application currently before the Board)
Hall Beach	3BM-HAL0810	May 29, 2008	May 30, 2010	Hamlet of Hall Beach	Licence is expired. A renewal application was received by the NWB on May 21, 2010. The application is undergoing an internal preliminary technical review.
Igloolik	3BM-IGL0911	July 10, 2009	July 31, 2011	Hamlet of Igloolik	N/A
Iqaluit	3AM-IQA0611	May 15, 2006	May 15, 2011	City of Iqaluit	The City has notified the NWB that it will submit an amendment and renewal application the summer of 2010.
Kimmirut	3BM-KIM0911	Jan. 9, 2009	Jan. 29, 2011	Hamlet of Kimmirut	An amendment application was received on June 8, 2009. On March 19, 2010 the NWB issued its decision not to amend the Hamlet's water licence.
Pangnirtung	3BM-PAN0810	August 8, 2008	August 31, 2010	Hamlet of Pangnirtung	N/A
Pond Inlet	3BM-PON1012	May 26, 2010	May 31, 2012	Hamlet of Pond Inlet	N/A
Qiqiktarjuaq	3BM-QIK0712	May 9, 2007	May 31, 2012	Hamlet of Qiqiktarjuaq	N/A
Resolute Bay	3BM-RES9699	1996	1999	Applicant was Hamlet of Resolute Bay	Expired NWT licence. An application for renewal was received by the NWB on December 3, 2007. Additional information was requested on May 5, 2008 before processing. On May 7, 2010, the NWB requested an update on the status of the additional information. No response was received. On May 22, 2010 the NWB closed the file. See also application below for the new utilidor.

Status of Municipal Water Licenses as of June 2010					
Community	Licence Number	Date Licence Issued	Date Licence Expires	Name of Licensee	Notes: (i.e. open application currently before the Board)
Resolute Bay	3BM-RUT	Not assigned	Not assigned	Applicant is Community Government Services, Government of Nunavut	<p>A new application was received by the NWB on November 24, 2006.</p> <p>Application was distributed to interested parties for review and comment on October 17, 2007. Comments were received on November 17, 2007.</p> <p>Application is being processed.</p>
Resolute Bay	3BM-YRB0308	Nov. 30, 2003	November 30, 2008	Department of Community Government and Transportation, Government of Nunavut	<p>Licence is expired.</p> <p>An application for renewal was received by the NWB on November 28, 2008.</p> <p>Application was distributed to interested parties for review and comment on May 15, 2009. Comments were received on June 15, 2009.</p> <p>On October 23, 2009, the NWB requested additional information from the applicant, specifically a Plan for Compliance, before completing the water licence process.</p>
Sanikiluaq	3BM-SAN0308	Nov. 29, 2003	Nov. 15, 2008	Hamlet of Sanikiluaq	<p>Licence is expired.</p> <p>An application for renewal was received by the NWB on November 24, 2008. On January 29, 2009 the NWB requested additional information to complete the application before processing.</p>
Kitikmeot Region					
Cambridge Bay	3BM-CAM0914	April 30, 2009	March 31, 2014	Hamlet of Cambridge Bay	N/A

Status of Municipal Water Licenses as of June 2010					
Community	Licence Number	Date Licence Issued	Date Licence Expires	Name of Licensee	Notes: (i.e. open application currently before the Board)
Gjoa Haven	3BM-GJO0409	Jan. 8, 2004	Jan. 31, 2009	Hamlet of Gjoa Haven	<p>Licence is expired.</p> <p>An amendment was granted on September 15, 2008.</p> <p>On March 30, 2009 a licence renewal was requested. On April 21, 2010 the NWB received a renewal application.</p> <p>On June 23, 2010, the NWB requested a Plan for Compliance and executive summaries in English and Inuktitut before processing the renewal application.</p>
Kugaaruk	3BM-PEL0712	Sept. 7, 2007	Dec. 31, 2012	Hamlet of Kugaaruk	N/A
Kugluktuk	3BM-KUG0914	May 14, 2009	April 30, 2014	Hamlet of Kugluktuk	N/A
Taloyoak	3BM-TAL0813	Dec. 11, 2008	Sept. 30, 2013	Hamlet of Taloyoak	N/A
Kivalliq Region					
Arviat	3BM-ARV0408	Jan. 9, 2004	Dec. 31, 2008	Hamlet of Arviat	<p>Licence is expired.</p> <p>A New Type A licence application was received by the NWB on January 5, 2009.</p> <p>Public Hearings are scheduled in July 2010.</p>
Baker Lake	3BM-BAK9904	Oct. 1, 1999	Oct. 1, 2004	Hamlet of Baker Lake	<p>Licence is expired.</p> <p>A renewal application was received by the NWB November 16, 2005.</p> <p>Renewal licence is awaiting Board approval.</p>

Status of Municipal Water Licenses as of June 2010					
Community	Licence Number	Date Licence Issued	Date Licence Expires	Name of Licensee	Notes: (i.e. open application currently before the Board)
Chesterfield Inlet	3BM-CHE0308	Dec. 15, 2003	Dec. 31, 2008	Hamlet of Chesterfield Inlet	Licence is expired. An application for renewal and amendment was received by the NWB on September 9, 2008. Additional information was requested on July 10, 2009. Additional information was received. Application is being processed.
Coral Harbour	3BM-COR0813	April 2, 2008	March 31, 2013	Hamlet of Coral Harbour	N/ A
Rankin Solid Waste	3BM-RAN0207	Dec. 1, 2002	Nov. 30, 2007	Hamlet of Rankin Inlet	Licence is expired. A renewal application was received March 19, 2009. Application was distributed to interested parties for review and comment on July 31, 2009. Comments were received on August 30, 2009. Application is being processed.
Rankin Sewer	3AM-GRA1015	June 9, 2010	May 31, 2015	Department of Public Works & Services, Government of Nunavut	On June 14, 2010 the licence and decision were sent to the Minister for approval.
Repulse Bay	3BM-REP0409	June 11, 2004	May 31, 2009	Hamlet of Repulse Bay	Licence is expired.
Whale Cove	3BM-WHA0914	June 10, 2009	May 31, 2014	Hamlet of Whale Cove	N/A
Whale Cove	3BM-WCL0712	Sept. 27, 2007	Sept. 30, 2012	Hamlet of Whale Cove	This licence was integrated into 3BM-WHA0914.

LEGEND

YELLOW	Currently in process of renewal or amendment
BLUE	Licence expires(d) in 2010/2011
GREEN	Recently issued licence
ORANGE	Licence is expired

TABLE OF OBJECTIVES AND PROPOSED INITIATIVES

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
1	Improve the water licence application submission process	<p>Water licence applications must provide the name and contact information of the applicant or proposed licensee as well as the name and contact information of any party submitting information on behalf of the applicant.</p> <p>Water licence application documents for municipal undertakings are often received from various parties including the Hamlet, the GN-CGS, and consultants for the same application. General information is received from Hamlet or GN-CGS and technical information is received from GN-CGS or consultant.</p> <p>The applicant must submit a signed letter which authorizes a party to be the applicant's representative in the licensing process.</p> <p>The roles of each party and the level of involvement of each party in the water licensing process requires clarification.</p>	<p>1. Address roles and responsibilities of various parties in a Memorandum of Understanding (MOU) between NWB, GN-CGS, INAC and possibly the NAM.</p>	(1) NWB	(1) Draft MOU for discussion August 2010	(1) None to report
		<p>Typically, after completing and confirming any pre-licensing land use or development impact requirements, it is reasonable to allow approximately three (3) months for the processing of a type B application that does not require a public hearing.</p> <p>Water licence application submission dates must allow enough time to complete the water licensing process before activities are scheduled to begin.</p>	<p>2. Map the various procedural steps for the NPC, NIRB, NWB, GN-CGS, and INAC including timelines.</p> <p>3. Incorporate the map into the Operational Guide revisions.</p> <p>4. Incorporate the map into the MOU proposed in item #1.</p>	(2) (3) (4) NWB	<p>(2) Following approval of changes to the capital planning process.</p> <p>(3) (7) 60 days prior to next workshop (workshop tentatively scheduled for November 2010).</p> <p>(4) Draft MOU for discussion August 2010. Dependent upon #2.</p>	<p>(2) A draft procedural map was provided to GN-CGS and INAC in April 2010. Changes are expected to GN-CGS's Capital Planning process in September 2010. GN-CGS to keep the NWB informed of changes.</p> <p>(4) None to report.</p>

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
		Ensure that applicants and licensees understand what, how, when and who to contact regarding a water licence application.	<ol style="list-style-type: none"> 5. Develop a Guide to submitting water licence applications. 6. Develop a Guide to submitting electronic documentation. 7. Provide detailed water licence application submission instructions in the Operational Guide. 	(5) (6) (7) NWB	(5) (6) Guides finalized April 2010	<p>(5) (6) NWB's final <i>Guide 4: Completing and Submitting a Water Licence Application for a New Licence</i> and final <i>Guide 6: Electronic documentation: Submission and Registry</i> are available.</p> <p>(3) (7) Draft Operational Guide is undergoing revision.</p>
2	Improve the content of water licence applications	<p>The legislative requirements for a complete water licence application are provided in section 48(2) and section 48(3) of the Nunavut Waters Nunavut Surface Rights Tribunal Act (NWNSTRTA or Act).</p> <p>A <u>complete</u> water licence application must be submitted to the NWB to allow the Board to process the application. Otherwise, delays in the water licensing process may occur.</p> <p>In addition, the level of detail submitted in a water licence application should be consistent for the various types of undertakings (ie. municipal versus mineral development).</p> <p>Information between all documents that make up a water licence application package must be consistent.</p>	<ol style="list-style-type: none"> 1. Incorporate an application acknowledgement letter into the water licence process outlining application deficiencies if necessary. 2. Develop a Guide that instructs applicants how to complete water licence applications. 3. Finalize Supplemental Information Guidelines (SIG) for municipal undertakings. 	(1) (2) (3) NWB	<p>(1) Completed</p> <p>(2) Guides finalized April 2010</p> <p>(3) 2010</p>	<p>(1) Application acknowledgement letters have been integrated into the water licensing process.</p> <p>(2) NWB's final <i>Guide 4: Completing and Submitting a Water Licence Application for a New Licence</i> is available.</p> <p>(3) A draft SIG has been developed. Public consultation process completed. Comments submitted June 25, 2010. Issue regarding availability of design drawings of existing facilities to be addressed in final SIG.</p>

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
3	Coordinate NPC and NWB processes	<p>The Board may not issue, amend, or renew a licence to use waters or deposit waste where there is an applicable, approved land use plan, unless the NPC:</p> <p>a) Has determined that the use or deposit, or in the case of an amendment any change to the use or deposit, conforms to the land use plan; or</p> <p>b) Has approved a variance in respect of the use, deposit or change.</p> <p>The NWB must ensure that it is meeting its legislative requirements with respect to land use planning.</p> <p>Generally, projects located within a municipality are within the jurisdiction of the GN and do not require NPC review. However, the NPC and the GN CGS have signed a Memorandum Of Understanding (MOU) respecting the NPC's concerns for development close to municipal boundaries that may affect land outside a municipal boundary because such development may, together with other developments in a planning region, create cumulative effects.</p>	<ol style="list-style-type: none"> 1. Require water licence applicants to submit written confirmation from NPC stating that NPC's land use planning requirements under Article 11 of the NLCA are satisfied. 2. NWB and NPC to meet to discuss municipal boundaries. 3. Include information about municipal boundaries in the Operational Guide revisions. 	<p>(1) (3) NWB</p> <p>(2) NWB and NPC</p>	<p>(1) Guides finalized April 2010</p> <p>(2) Completed</p> <p>(3) 60 days prior to next workshop (workshop tentatively scheduled for November 2010)</p>	<p>(1) NWB's final <i>Guide 4: Completing and Submitting a Water Licence Application for a New Licence</i> includes requirement for written confirmation from NPC.</p> <p>(2) NPC has prepared a report and mapped boundaries. NPC has committed to provide the report to NWB. Report has not yet been received. To be dealt with through regional Land Use Plan development.</p> <p>(3) Draft Operational Guide is undergoing revision.</p>

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4	Decrease delays in the water licensing process	<p>There are a number of steps in the water licence process where the applicant may be required to submit additional information following receipt of the initial application, either in response to the NWB's completeness check or in response to parties' review comments.</p> <p>Typically, upon receipt of any additional information related to a water licence that is being processed by the Board, the information must be made available to the public for a review period appropriate to the volume of additional information submitted. The additional time required to allow the applicant to respond with additional information and for parties to review the additional information lengthens the overall time it will take to process the water licence application.</p> <p>Delays in the water licence process may result in delays to the issuance of a water licence and ultimately when construction of capital planning projects can begin.</p> <p>Infrastructure Canada Funds have sunset clauses. Funds may be lost to the GN if construction is delayed pending approval of the water licence by the NWB.</p>	<ol style="list-style-type: none"> 1. Develop a Guide that explains the steps of the water licence process. 2. NWB to revise Operational Guide to advise GN-CGS (or any applicant/licensee) that requests for electronic copies of the public registry files can be made by sending the NWB a "jump-drive" with sufficient memory. NWB staff will copy the requested files onto the "jump-drive" and send it back. 	<p>(1) NWB (2) NWB</p>	<p>(1) Guides finalized April 2010</p> <p>(2) 60 days prior to next workshop (workshop tentatively scheduled for November 2010)</p>	<p>(1) NWB's final <i>Guide 5: Processing Water Licence Applications</i> is available.</p> <p>(2) Draft Operational Guide is undergoing revision.</p>
5	Coordinate the water licensing and capital planning processes	<p>The capital planning process is a five year process, but funding can only be appropriated one year at a time for planning and construction.</p> <p>Since the NWB generally requires detailed design drawings to be submitted as part of a water licence application, the GN-CGS cannot apply for a water licence until the planning and design phase. Therefore construction funding is idle or gets deferred while the water licence application is being processed.</p> <p>Compliance issues with renewal and amendment applications further delay construction.</p>	<ol style="list-style-type: none"> 1. Map the various procedural steps for the NPC, NIRB, NWB, GN-CGS, and INAC including timelines. 2. See objective #8 "Improve compliance with municipal water licences". 	(1) NWB	(1) Following approval of changes to the Capital Planning process.	(1) A draft procedural map was provided to GN-CGS and INAC in April 2010. Changes are expected to GN-CGS's Capital Planning process in September 2010. GN-CGS to keep the NWB informed of changes.

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
6	Clarify the definition of "urgent circumstances"	According to the Act, the Board cannot act on a water licence application until at least thirty (30) days after notice of the application has been published, unless in the opinion of the Board, there are urgent circumstances that justify the Board acting on that application in a shorter time period, but not less than ten (10) days.	<ol style="list-style-type: none"> 1. Clarify the definition of "urgent circumstances" in the Nunavut water regulations. 2. Clarify the definition of "urgent circumstance" in revisions to the NWB section of the Operational Guide. 	<p>(1) Nunavut Water Regulations Development Group (NWRDG) comprised of the NWB, INAC, GN-CGS and NTI.</p> <p>(2) NWB</p>	<p>(1) Final draft Fall 2010.</p> <p>(2) 60 days prior to next workshop (workshop tentatively scheduled for November 2010)</p>	<p>(1) Cannot provide definition in water regulations. See definition of "urgent circumstances" in NWB Guides which says:</p> <p><i>"For clarity, the Board does not consider delayed filing of an application as an urgent circumstance. Applicants are encouraged to undertake proper planning to ensure applications are submitted with sufficient time for the NWB to conduct its process. Generally, for an application to be deemed urgent by the Board, the applicant is required to demonstrate that unless the application is expedited through the process, there will be an adverse environmental consequence."</i></p> <p>(2) Draft Operational Guide is undergoing revision.</p>
7	Improve public participation in the water licensing process	<p>The NWB is an institution of public government and is responsible for promoting public awareness and considering the public's interests.</p> <p>The Hamlets, who are the licence holders, are important stakeholders in the water licensing process, and therefore should be informed about the process and involved in the process.</p>	<ol style="list-style-type: none"> 1. Develop a communication strategy for the Hamlets. See objective #16. 2. Incorporate the communication strategy into the Operational Guide revisions. 3. Express interest in a meeting between the NWB and NAM or NAMA. Attempt to arrange for the NWB to speak at the next NAM annual general meeting. 4. Incorporate a section into the Operational Guide that addresses NAM/NAMA 	<p>(1) (2) (3) (4) NWB</p>	<p>(1) Provide update for target in Fall 2010.</p> <p>(2) (4) TBD</p> <p>(3) Next NAM/ NAMA annual general meeting.</p>	<p>(1) None to report</p> <p>(2) (4) Draft Operational Guide is undergoing revision.</p> <p>(3) NAMA contact information was provided to the NWB June 2010. Kitikmeot regional mayor's conference is usually scheduled in November of each year. NWB to follow up.</p>

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
8	Improve compliance with municipal water licences	<p>The licensee is responsible for maintaining compliance with the specific terms and conditions that make up a water licence. Maintaining compliance with a licence is important for the Board's administrative purposes and is a significant factor considered by the Board in its review of any subsequent licence renewal or amendment applications.</p> <p>The Board conducts periodic administrative compliance assessments to determine the licensee's status of compliance with administrative terms and conditions of the licence. This generally involves a review of the documents on the public registry related to the licence to determine whether required plans, reports and manuals were submitted and approved in accordance with licence conditions; a review of inspection reports and any responses provided by the licensee to address inspection requirements; and a determination of the status of project activities.</p> <p>Licensees are also required to submit compliance assessments as part any renewal and/or amendment applications.</p>	<ol style="list-style-type: none"> 1. Develop Technical Guides outlining best practices for the development of plans required to be submitted and approved by the NWB to comply with water licences. Such plans include abandonment and restoration plans, operation and maintenance plans, etc. 2. Develop a Guide to the Development of a Plan for Compliance 3. Educate Hamlets about water licence requirements. 4. Incorporate the cost of licence compliance into project budgets. 5. Engage the GN-CGS Directors of Community Infrastructure Development, and Community Development, who are responsible for Capital Planning and for operation and maintenance costs respectively. 6. If compliance issues have been identified during a renewal and/or amendment process, the NWB may (a) require the licensee to submit a Plan for Compliance; and (b) renew the licence for a short term; 7. Following issuance of a renewal, if the Board determines that failures to comply continue, the Board may cancel a licence if it is in the public interest to do so. 	<p>(1) INAC/ NWB (2) (6) (7) NWB (3) (4) (5) GN-CGS</p>	<p>(1) Drafting to begin in Fall 2010. (2) Finalize summer 2010 (3) (4) Ongoing (5) None provided (6) (7) As necessary</p>	<p>(1) Approval for funding to develop the 5 most critical Technical Guides has been granted.</p> <p>(2) NWB sent a <i>draft Guide to the Development of a Plan for Compliance</i> to GN-CGS in June 2010 for review and comment.</p> <p>(3) GN-CGS has hired Dillon Consulting to train Hamlets and to help Hamlets achieve compliance with licence requirements. Priority community visits have started and are ongoing throughout summer 2010. Dillon report to be incorporated into training manual for communities.</p> <p>(4) GN-CGS has started to include the costs associated with compliance into project budgets. These costs only include infrastructure costs, not housekeeping, O&M, annual reporting etc.</p> <p>(5) GN-CGS informally agreed to provide a written description of how operations and maintenance costs are funded and budgeted to the NWB in July, 2010.</p> <p>(6) Depending on the merits of the application, recently issued renewal and/or amendment licences with compliance issues have included the requirement to submit a Plan for Compliance for approval by the Board. These licences were also issued for short terms.</p> <p>(7) The Board has not cancelled any municipal licences.</p>

No	OBJECTIVE	BACKGROUND AND PURPOSE OF OBJECTIVE	PROPOSED INITIATIVE(S) TO ACHIEVE OBJECTIVE	LEAD PARTY(S)	TARGET	STATUS as of June 2010
9	Address compliance legacy issues	<p>If an inspector has reason to believe that:</p> <ul style="list-style-type: none"> the licensee is in contravention of the water licence, there has been or will be a failure of work related to the use of waters or deposit of waste, or the licensed activities are causing danger to persons, property or the environment, <p>an inspector may direct a licensee to:</p> <ul style="list-style-type: none"> take reasonable measures, including stop the activity, to prevent the use of waters or the deposit of waste or the failure of a work related to the use of waters or deposit of waste, or counteract, mitigate or remedy the resulting adverse effects <p>and shall advise the Minister of the direction for approval.</p> <p>If a licensee fails to follow the direction provided by the inspector, the inspector may carry out the prevention and/or remedial measures on behalf of the Minister.</p> <p>Licensees must respond to inspector directions with emphasis on priorities.</p>	<ol style="list-style-type: none"> Incorporate compliance issues including issues identified in Inspector directions into project budgets. Educate Hamlets about water licence requirements. Determine best practices and cost estimates for various strategies and options for waste management in Nunavut. Develop a project priorities list. Establish northern municipal waste water performance standards and effluent discharge quality objectives in the context of CCME MWWWE Strategy and Environment Canada's Wastewater Systems Effluent Regulations. GN-CGS and INAC to coordinate field season work. INAC to provide a list of inspections to be carried out in 2010 to the NWB 	<p>(1) GN-CGS</p> <p>(2) GN-CGS</p> <p>(3) GN-CGS / INAC</p> <p>(4) GN-CGS</p> <p>(5) GN-CGS</p> <p>(6) INAC and GN-CGS</p> <p>(7) INAC</p>	<p>(1) (2) Ongoing</p> <p>(3) Fall 2010</p> <p>(4) Fall 2010</p> <p>(5) over 4-7 year period</p> <p>(6) Ongoing</p> <p>(7) Completed</p>	<p>(1) GN-CGS has started to include the costs associated with compliance into project budgets. These costs only include infrastructure costs, not housekeeping, O&M, annual reporting etc.</p> <p>(2) GN-CGS has hired Dillon Consulting to train Hamlets and to help Hamlets achieve compliance with licence requirements. Priority community visits have started and are ongoing throughout summer 2010. GN-CGS provided NWB with the community site visit schedule. Dillon report to be incorporated into training manual for communities.</p> <p>(3) GN-CGS to award a contract to carry out this work in July 2010. GN-CGS provided the NWB with the RFP as well as the backgrounder to the RFP.</p> <p>(4) May be developed with input from Dillon</p> <p>(5) GN-CGS is negotiating a contract with a University to carry out this work. GN-CGS provided a copy of the RFP to the NWB.</p> <p>(6) Ongoing</p> <p>(7) Completed</p>

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10	Improve Hamlet ability to conduct monitoring programs	<p>Typically, the licensee is required to submit an annual report to the Board that contains information about the project's activities and performance including monitoring program results.</p> <p>The water licence may require monitoring of water use and effluent discharge volumes, effluent quality, seepage quality, sewage sludge analyses results, geotechnical monitoring results and geothermal monitoring results.</p> <p>The Hamlets do not have adequately trained staff capable of conducting the monitoring programs. Laboratory availability, sample testing restrictions and sample transport difficulties create logistical obstacles.</p> <p>A few years ago, the NWB held workshops in Kugluktuk, Iqaluit, and Rankin Inlet. The workshops were designed to provide the communities with an introduction to wastewater sampling in support of water licensing in Nunavut. The NWB also developed a training manual (2003).</p>	<ol style="list-style-type: none"> 1. Train Hamlet staff to carry out the monitoring program. Hamlet staff may change, so ongoing training is needed. 2. Develop a list of training resources and initiatives. 3. Incorporate the list of training resources and initiatives into the Operational Guide revisions. 4. Collect information on laboratories and develop mechanisms for making laboratory equipment available. 5. Provide the NWB Training Manual (2003) to municipal water licensing stakeholders. 6. Determine whether there are any federal policies/ programs that the Hamlets could benefit from. 	<p>(1) (2) GN-CGS</p> <p>(3) NWB</p> <p>(4) GN-CGS /INAC</p> <p>(5) NWB</p> <p>(6) EC</p>	<p>(1) Ongoing</p> <p>(2) (4) None provided</p> <p>(3) TBD</p> <p>(5) July 2010</p> <p>(6) Next meeting</p>	<p>(1) Dillon Consulting has been hired by the GN-CGS to train Hamlet staff. Contract is for two years, expiring in 2011.</p> <p>(2) (4) None to report</p> <p>(3) Draft Operational Guide is undergoing revision.</p> <p>(5) The training manual was scanned and provided to Dillon. GN-CGS to verify.</p> <p>(6) Paul Smith (EC) to forward the query to Anne Wilson (EC) and Mary Kelly (EC). EC website may also provide some information.</p>

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11	Clarify INAC's enforcement process	<p>The Act provides for enforcement measures and penalties as well as the designation of qualified inspectors and analysts to facilitate such enforcement measures and penalties. Inspectors and analysts are designated by INAC.</p> <p>When processing renewal and/or amendment applications the NWB takes into consideration any issues identified by inspectors. Therefore the NWB needs to review any inspection reports or correspondence between the inspector and the licensee as part of its process.</p>	<ol style="list-style-type: none"> 1. Address roles and responsibilities of various parties in a Memorandum of Understanding (MOU) between NWB, GN-CGS, INAC and possibly the NAM. See Objective #1. 2. Develop an Operational Strategy that outlines the role of an Inspector and how enforcement decisions are made. 3. Fast track specific inspection reports for active NWB files upon request by the NWB. 4. INAC to provide written comments on the INAC section of the Operational Guide. 5. NWB to revise the Operational Guide accordingly. 	<ol style="list-style-type: none"> (1) NWB (2) INAC (3) INAC (4) INAC (5) NWB 	<ol style="list-style-type: none"> (1) Draft MOU for discussion August 2010 (2) Lower priority initiative tentatively scheduled for 2011-2012. (3) Ongoing (4) Completed (5) 60 days prior to next workshop (workshop tentatively scheduled for November 2010) 	<ol style="list-style-type: none"> (1) INAC has recently reformatted inspection reporting to prioritize inspection issues and initiate dialogues. (2) The NWB's <i>Guide 7: Licensee Requirements Following the Issuance of a Water Licence</i>, April 2010, provides some information. INAC to draft a background document. It has not been determined yet whether the strategy will be an internal or public document. Strategy may require two documents. (3) The NWB and INAC informally agreed that the NWB could request INAC to fast track specific dialogue reports for active files. An official letter is required. (4) Completed (5) Draft Operational Guide is undergoing revision.

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12	Incorporate community consultation into the capital planning process	<p>Municipal water licence applications may fall under Schedule 12-1 of the Nunavut Land Claims Agreement (NLCA) meaning that they do not require screening by the NIRB.</p> <p>Project proposals not screened by NIRB before being sent to the NWB have not undergone review of project alternative assessment, impacts to wildlife, archaeological sites or other non-water related components.</p> <p>Therefore, parties with non-water related interests may express concerns during the water licensing process which may affect the process.</p> <p>Public concerns should be identified and addressed before the water licence application is sent to the NWB to prevent potential delays in the process.</p>	<ol style="list-style-type: none"> 1. Incorporate community consultation into the capital planning process. 2. Develop a 20 year community needs assessment and Integrated Sustainability Infrastructure Plan (ISIP). 3. GN-CSG to provide written comments on the GN-CSG section of the Operational Guide. 4. NWB to revise the Operational Guide accordingly. 	<p>(1) (2) (3) GN-CGS</p> <p>(4) NWB</p>	<p>(1) Ongoing</p> <p>(2) None provided</p> <p>(3) Upon receipt of revisions to section by NWB.</p> <p>(4) 60 days prior to next workshop (workshop tentatively scheduled for November 2010)</p>	<p>(1) Changes are expected to GN-CGS's Capital Planning process in September 2010.</p> <p>GN-CGS is expanding their community consultation process to incorporate a thorough analysis of each infrastructure requiring remediation or new construction.</p> <p>(2) GN-CGS has hired a consultant to visit each community and assess their systems. All communities have been visited except Grise Fiord. Consultant to return to Grise Fiord in August 2010. Information from consultant's report will be incorporated into the 20 yr needs assessment. Consultant's report is due March 31, 2010.</p> <p>Eventually, all community land use plans are intended to be incorporated into one ISIP.</p> <p>(3) GN-CGS informally agreed to provide written comments to the NWB.</p> <p>(4) Draft Operational Guide is undergoing revision.</p>
13	Improve abandonment and restoration planning	<p>A water licence application must include preliminary abandonment and restoration plans for proposed infrastructure.</p> <p>The water licence typically requires a final abandonment and restoration plan to be submitted for Board approval at least six (6) months prior to (a) abandoning facilities and (b) the construction of new facilities to replace existing ones.</p> <p>Presently, many municipal systems are nearing the end of their design life presenting a liability.</p>	<ol style="list-style-type: none"> 1. Incorporate the cost of abandonment and restoration in the project budget. 2. Identify the locations of existing abandoned sites. 	<p>(1) GN-CGS</p> <p>(2) GN-CGS</p>	<p>(1) None provided</p> <p>(2) TBD</p>	<p>(1) Costs for abandonment and restoration are an operations and maintenance cost. GN-CGS agreed to provide a written description of how operations and maintenance costs are budgeted and funded to the NWB in July, 2010.</p> <p>(2) A GN contaminated site subgroup is forming a policy. GN-CGS provided contact information for this group to the NWB. See the Municipal Stakeholder Contact Information table in this Work Plan for contact information.</p>

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14	Incorporate a science based approach to the design of waste facilities	<p>A complete water licence application must include an assessment of options as well as plans for the intended water or sewage system.</p> <p>To date, most municipal wastewater treatment designs have been based on the "Bluebook" Guidelines (Guidelines for the Discharge of Treated Municipal Wastewater in the Northwest Territories, (1992)). However, these Guidelines are difficult to interpret and have been used to define prescriptive effluent quality criteria that are not necessarily economically or environmentally feasible. A shift from prescriptive design to science based designs based on site specific data could be more feasible.</p> <p>Baseline site specific data is also needed for assessment of options and can be used to support reclamation objectives.</p>	<ol style="list-style-type: none"> 1. Develop a Technical Guide addressing water and effluent quality standards. 2. Incorporate a science based approach to design based on site specific environmental factors. 	<p>(1) NWB/ INAC</p> <p>(2) GN-CGS</p>	<p>(1) Tentatively scheduled for winter 2011.</p> <p>(2) None provided</p>	<p>(1) Initiative is part of the NWB's strategic plan. Work being conducted by EC and GN-CGS will contribute to this Technical Guide.</p> <p>(2) None to report</p>
15	Develop municipal wastewater effluent standards for the Arctic	<p>Section 36(3) of the Fisheries Act allows for regulations prescribing deleterious substances and allowable concentrations thereof in water as well as regulations authorizing the deposit of deleterious substances.</p> <p>The CCME Canada Wide Strategy for the Management of Municipal Wastewater Effluent was endorsed in 2009. The expected timeline for wastewater systems to be required to comply with performance standards set by the regulations will be based on risk with low risk systems likely required to comply by 2039.</p> <p>However, the Strategy recognizes that Canada's North faces unique concerns due to its extreme climate and remoteness. For this reason, - effluent discharge levels and timelines are being considered. An amendment to the Regulations is currently targeted for 2014 to include northern systems. This timeline allows for further investigation of the factors associated with setting effluent discharge limits in the Arctic. The CCME Northern Working Group is working towards identifying recommendations on performance standards and risk factors for the North.</p>	<ol style="list-style-type: none"> 1. CCME Northern Working Group to investigate and discuss development of wastewater standards in the North. 2. EC to continue research and collection of baseline data on several community wastewater systems throughout the North. 3. EC to provide written comments on the EC section of the Operational Guide. 4. NWB to revise the Operational Guide accordingly. 5. Establish northern municipal waste water performance standards and effluent discharge quality objectives in the context of CCME MWWWE Strategy and Environment Canada's Wastewater Systems Effluent Regulations. 	<p>(1) CCME NWG</p> <p>(2) EC</p> <p>(3) EC</p> <p>(4) NWB</p> <p>(5) GN-CGS</p>	<p>(1) Recommend requirements for the North by 2014.</p> <p>(2) Sharing of information with the CCME NWG is ongoing</p> <p>(3) Completed</p> <p>(4) 60 days prior to next workshop (workshop tentatively scheduled for November 2010)</p> <p>(5) over 4-7 year period</p>	<p>(1) CCME NWG was formed and discussions are ongoing.</p> <p>(2) Research is ongoing. EC has obtained a licence from NRI to conduct research in Gjoa Haven, Kugaaruk, Pond Inlet, and Rankin Inlet.</p> <p>(3) Completed</p> <p>(4) Draft Operational Guide is undergoing revision.</p> <p>(5) GN-CGS is negotiating a contract with a University to carry out this work. GN-CGS provided a copy of the RFP to the NWB. GN-CGS also provided NWB with tables that show some of the main differences between the CCME MWWWE Strategy and Environment Canada's Regulations (as just published in the Gazette).</p>

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16	Improve communications between all stakeholders	Consistent communication measures are required to ensure that processes run smoothly for all parties involved.	<p>1. Develop a communications strategy that addresses:</p> <ul style="list-style-type: none"> • Who reviewers should contact regarding a water licence application (GN-CGS, Hamlet or consultant); • Communications between INAC and NWB to ensure that information submitted in accordance with licence requirements is shared; • Community consultation; • Informing Hamlets of the water licence and capital planning processes; • Informing Hamlets of water licence requirements; • Role and responsibilities of Hamlet, and GN-CGS to achieve licence compliance; • Communications within GN-CGS departments; • Responsibilities of land use holder versus contractor; • How community land use plans are integrated into the capital planning and project delivery processes; • Communications between GN-CGS, Hamlets and federal government regarding funding; • Training of Hamlet employees to ensure tactics and measureable qualitative and quantitative elements are addressed. <p>2. Incorporate the communication strategy into the Operational Guide revisions.</p>	(1) (2) NWB	<p>(1) Draft for discussion for next workshop.</p> <p>(2) TBD</p>	<p>(1) None to report</p> <p>(2) Draft Operational Guide is undergoing revision.</p>

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17	Improve licence enforceability	Terms and conditions in municipal licences must be consistent, practical and enforceable.	1. Review standard municipal water licence conditions and incorporate public consultation process into the review. Discuss with GN-CGS.	(1) NWB/ INAC	(1) Fall 2010	(1) Still working on standard terms and conditions for exploration licences.
18	Improve management of waste disposal facilities	Municipal solid waste disposal sites are impacted by waste sources that were not considered in the initial disposal site design such as construction wastes from Hamlet expansions, exploration sites, etc. In addition, community residents are known to use alternative disposal sites due to the inaccessibility of designated disposal sites.	1. Determine best practices and cost estimates for various strategies and options for waste management in Nunavut.	(1) GN-CGS	(1) Fall 2010	(1) GN-CGS to award a contract to carry out this work in July 2010. GN-CGS provided the NWB with the RFP as well as the backgrounder to the RFP.
19	Improve safety	Some lagoons are designed with access vaults which are considered confined spaces. Entry of confined spaces is a safety issue. Chemical handling at waste disposal sites is another safety issue.	1. Address the role of GN Health and Social Services and GN Environmental Health Officers in the Operational Guide revisions. 2. Provide background information in the Operational Guide regarding operator safety requirements. 3. Ensure that operators receive proper training and permits for confined space entry.	(1) (2) NWB (3) GN-CGS	(1) (2) 60 days prior to next workshop (workshop tentatively scheduled for November 2010) (3) Ongoing	(1) (2) Draft Operational Guide is undergoing revision. (2) GN provided NWB with a weblink to a course for confined space awareness. (3) GN-CGS forwarded operator registration information to region in first quarter of 2010. Operators have obtained the required permit.

MUNICIPAL WORK PLAN STAKEHOLDER CONTACT INFORMATION

AGENCY	CONTACT NAME(S)	CONTACT EMAIL	PHONE	FAX	ADDRESS
Nunavut Water Board	Executive Director – Dionne Filiatrault	exec@nunavutwaterboard.org	867-360-6338	867-360-6369	Gjoa Haven, NU
	David Hohnstein – Director of Technical Services	dts@nunavutwaterboard.org	780-443-4406	780-443-4080	Edmonton, AB
	Manager of Licensing – Phyllis Beaulieu	licensing@nunavutwaterboard.org	867-360-6338	867-360-6369	Gjoa Haven, NU
Government of Nunavut Department of Community Government Services	Director of Community Infrastructure – Roy Green	rgreen@gov.nu.ca	867-975-5441	None provided	Iqaluit, NU
	Senior Planning Engineer, Municipal Infrastructure, Community Government Services - Bill Westwell	BWestwell@gov.nu.ca	867 975 5461	None provided	Iqaluit, NU
	Rosemary Kilpatrick	RKipatrick1@gov.nu.ca	None provided	None provided	Iqaluit, NU
	Regional Municipal Engineer – Tom Livingston	tlivingston@gov.nu.ca	867-983-4156	867-983-4124	Cambridge Bay, NU
	Regional Projects Manager Kivalliq Region – Wayne Thistle	wthistle@gov.nu.ca	867-645-8178	867-645-8196	Rankin Inlet, NU
	Senior Project Officer – Sudhir Kumar Jha	sjha@gov.nu.ca	867-983-4008	867-983-4124	Cambridge Bay, NU

AGENCY	CONTACT NAME(S)	CONTACT EMAIL	PHONE	FAX	ADDRESS
Government of Nunavut – Executive and Intergovernmental Affairs	Director of Devolution Division - Mark Thompson	MThompson1@gov.nu.ca	867-975-6070	(867) 979-1301	None provided
Government of Nunavut - Department of Environment	Territorial Environmental Assessment Coordinator and Scientist - Dee Karadag	dkaradag@gov.nu.ca	867-975-7732	867-975-7739	Iqaluit, NU
	Environmental Analyst – Allison Loder	ALoder@gov.nu.ca	867-975-7733	(867) 975 - 7739	Iqaluit, NU
Dillon Consulting Limited	Jennifer Spencer	jspencer@dillon.ca	867-920-4555	867-873-3328	Yellowknife, NWT
Nunavut Impact Review Board	Technical Advisor – Li Wan	lwan@nirb.ca	867-986-4606	867-983-2594	Cambridge Bay, NU
	Technical Advisor – Kelli Gillard	kgillard@nirb.ca	867-983-4619	867-983-2594	Cambridge Bay, NU
Environment Canada	Project Officer - Mary Kelly	mary.kelly@ec.gc.ca	867-669-4715	867-873-8185	Yellowknife, NWT
	Water Pollution Specialist - Anne Wilson	Anne.Wilson@EC.GC.CA	867-669-4735	867-873-8185	Yellowknife, NT

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AGENCY	CONTACT NAME(S)	CONTACT EMAIL	PHONE	FAX	ADDRESS
	Paula Smith	Paula.C.Smith@ec.gc.ca	None provided	None provided	Iqaluit, NU
Indian and Northern Affairs Canada – Field Operations	Water Resources Officer - Melissa Joy	Melissa.joy@inac.gc.ca	867-982-4308	867-982-4307	Kugluktuk, NU
Indian and Northern Affairs Canada – Nunavut Regional Office	Manager of Water Resources – Lou-Ann Cornacchio	LouAnn.Cornacchio@inac.gc.ca	1-867-975-4550	1-867-975-4560	Iqaluit, NU