



## APPLICATION FOR LICENCE, AMENDMENT OF LICENCE, OR RENEWAL OF LICENCE

Subsection 5(1) and Schedule C of the [Waters Regulations](#)

Use an "x" to indicate which Board the Application is being made to.	Mackenzie Valley Land and Water Board:		Sahtu Land and Water Board:	
	Wek'èezhii Land and Water Board:		Gwich'in Land and Water Board:	

To complete this form please fill in the grey boxes and attach additional pages, if necessary. Please review the following guidance for formatting your Application package:

- [Document Submission Standards](#)
- [Standard Outline for Management Plans](#)

If applicable, insert existing or current Licence number:			
Use an "x" to indicate if this Application is accompanied by another Application for a Water Licence in a federal area and/or a Land Use Permit.	Water Licence:		
	Land Use Permit:		

### 1. NAME AND CONTACT INFORMATION – APPLICANT

Applicant's Name:			
Mailing Address:			
Community:		Telephone:	
Prov/Terr:		Email:	
Postal Code:		Other:	

### 2. NAME AND CONTACT INFORMATION – CORPORATE HEAD OFFICE, IN CANADA IF INCORPORATED

Please include a Certificate of Corporate Registration from the Government of the Northwest Territories in your Application Package.

Name:			
Mailing Address:			
Community:		Telephone:	
Prov/Terr:		Email:	
Postal Code:		Other:	

**3. LOCATION OF UNDERTAKING**

Attach a map indicating watercourses and the location of any proposed waste deposits. Refer to the [MVLWB Policy on Transboundary Applications](#) to identify whether the proposed activities are transboundary. Refer to the [MVLWB Guideline for Geographic Information Systems \(GIS\) Submission Standard](#) for providing geographic information. Provide latitude and longitude geographic coordinates of project features, and the maximum and minimum project boundary in degrees, minutes, seconds, or decimal degrees.

Minimum latitude:		Maximum latitude:	
Minimum longitude:		Maximum longitude:	
<p><u>Land Type(s)</u>: Use an “x” to indicate all the type(s) of land on which the project activities are proposed to occur. <a href="#">Additional guidance to determine land type(s) is available on the MVLWB website.</a></p>			
Free Hold/Private:	Commissioner’s/ Territorial Lands:	Federal Crown Land:	Municipal Land:

**4. DESCRIPTION OF UNDERTAKING**

Include a description of the proposed activities and contact Board staff to determine whether an activity-specific questionnaire will be required. For proposed amendments to authorized activities, specify: the nature of the amendment, the condition(s) to be amended, and the rationale for the amendment.

**5. TYPE OF UNDERTAKING**

Please refer to Schedule B of the <a href="#">Waters Regulations</a> .		
Use an “x” to indicate which one type of undertaking applies.		
1	Industrial	
2	Mining and milling	
3	Municipal	
4	Power	
5	Agriculture	
6	Conservation	
7	Recreation	
8	Miscellaneous	(describe):

**6. WATER USE**

Please refer to Schedules D to H of the <a href="#">Waters Regulations</a> . Use an “x” to indicate which trigger(s) applies.		
To obtain water		
To cross a watercourse		
To modify the bed or bank of a watercourse		
Flood control		
To divert water		
To alter the flow of, or store, water		
Other		

**7. QUANTITY OF WATER INVOLVED**

Describe the purpose of each proposed water use, name and type (e.g., lake, river) of the water source, the location, and the quantity of water that would be used. Please add more rows if needed.

Purpose of Water Use	Name and Type of Water Source	Location	Geographic Coordinates (Decimal Degrees)		Proposed Water Use Volume/Rate
			Latitude	Longitude	

For each water source, provide a comparison of total proposed water use to the available capacity.

Water Source	Capacity of Water Source	Other Users of the Water Source	Comparison of Total Proposed Water Use to Available Capacity

**8. WASTE DEPOSITED**

Include a Waste Management Plan in the Application Package, or for small-scale activities describe the proposed waste management activities in the space provided below. Guidance is provided in the [MVLWB Guidelines for Developing a Waste Management Plan](#). If waste is proposed to be disposed of off-site within the NWT, written confirmation (e.g., an email, letter, etc.) from the facility/facilities indicating they will accept the waste is required.

Municipalities must complete the relevant Operations and Maintenance Plans [using the available Templates](#) and include them in the Application Package. Please refer to Sections 4-8 of Environment and Climate Change Canada’s [Solid Waste Management for Northern and Remote Communities: Planning and Technical Guidance Document](#).

For activities that involve the deposit of waste into water, provide proposed effluent quality criteria in accordance with the [MVLWB Water and Effluent Quality Management Policy](#) and [MVLWB/GNWT Guidelines for Effluent Mixing Zones](#). Please refer to the [MVLWB/GNWT Guidelines for Effluent Mixing Zones](#) when mixing zones are being considered. Please refer to the [Guidelines for Aquatic Effects Monitoring Programs](#) for more information regarding the development of AEMP programs.

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**9. OTHER PERSONS OR PROPERTIES AFFECTED BY THIS UNDERTAKING**

Applicants are encouraged to describe pre-Application engagement efforts with any existing water users and associated possible claims for water compensation or compensation agreements. Include the names and contact information of persons (e.g., existing licensees) or properties affected by this undertaking. An additional table should be added for each water user.

Name:			
Mailing Address:			
Community:		Telephone:	
Prov/Terr:		Email:	
Postal Code:		Other:	
Describe Engagement Completed:			

**10. PREDICTED ENVIRONMENTAL IMPACTS OF THE UNDERTAKING AND PROPOSED MITIGATIONS**

Describe all potential impacts and proposed mitigations. This information is used for the preliminary screening of impacts from the project and/or to develop conditions for the water licence. Please indicate whether any of the mitigation measures have been developed as a result of input from affected parties. Additional guidance is provided in [Appendix B of the MVLWB Guide to the Land Use Permitting Process](#), the [Mackenzie Valley Review Board Environmental Impact Assessment Guidelines](#), and the [Mackenzie Valley Review Board Socio-Economic Impact Guidelines](#). Alternatively, if you are seeking an exemption from preliminary screening, please provide supporting rationale.

Include a Spill Contingency Plan in the Application Package, or for small-scale activities, provide relevant details in the space provided below. Guidance is provided in [INAC Spill Contingency Guidelines](#).

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**11. CONTRACTORS AND SUB-CONTRACTORS**

Please include relevant names, responsibilities, and contact information in the fields below. An additional table should be added for each contractor.

Name:			
Responsibilities:			
Company Name:			
Mailing Address:			
Community:		Telephone:	
Prov/Terr:		Email:	
Postal Code:		Other:	

## 12. STUDIES UNDERTAKEN TO DATE

Please list and attach any relevant studies that support the proposed activities.

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## 13. PROPOSED TIME SCHEDULE

Please include the time of year the project activities are planned to occur and indicate whether seasonal shutdowns are anticipated.

Start Date:		Completion Date:	
Term of Licence Requested:	Please refer to subsections 26(2) and 36(1) of the <a href="#">Waters Act</a> .		

## 14. ADDITIONAL SUPPORTING INFORMATION

*Engagement:* Conduct engagement, prepare an Engagement Record and Engagement Plan in accordance with the [MVLWB Engagement Guidelines for Applicants and Holders of Water Licences and Land Use Permits](#), and attach them to the Application. Templates are provided in the Guidelines. Please also refer to [Information for Proponents on MVLWB's Engagement Requirements](#).

*Eligibility:* Please contact federal, territorial, and Aboriginal governments and other parties to ensure all appropriate authorizations have been obtained or are in the process of being obtained. Obtain permission from the landowner, if necessary (e.g., obtain and reference licences of occupation, leases, access authorizations, etc.) and attach it/them to the Application.

*Land Use Planning:* Please contact the applicable Land Use Planning Board or Tłı̨chǫ Government to discuss conformity with the relevant Land Use Plan(s). Attach a Land Use Plan Conformity Table that demonstrates how the project meets the requirements of the Land Use Plan, if applicable.

*Traditional (Environmental) Knowledge (TEK/TK):* Applicants are strongly encouraged to include TEK/TK in the Application. Provision of TEK/TK is mandatory for Applications to the Sahtu Land and Water Board.

*Facilities:* Please include the supporting information referenced in subsection 5(2) of the [Waters Regulations](#) if the project includes the following: dam(s); storage reservoir(s); watercourse crossing(s); camp(s) or lodge(s); use of water for industrial use or mining and milling; deposit of waste; or handling or storage of petroleum products or hazardous materials.

*Closure and Reclamation:* Please describe the plan for closure and reclamation, including any temporary closures and seasonal shutdowns, or include a Closure and Reclamation Plan in the Application Package.

Please also refer to [MVLWB/AANDC Guidelines for the Closure and Reclamation of Advanced Mineral Exploration and Mine Sites in the Northwest Territories](#) and Environment and Climate Change Canada's [Solid Waste Management for Northern and Remote Communities: Planning and Technical Guidance Document](#).

**Closure Cost Estimate:** Prepare a [Closure Cost Estimate](#) and include it in the Application Package. Applicants are encouraged to contact the Board, prior to applying, to obtain a template to calculate security that is most suited to the project activities being applied for. Additional guidance is provided in section 2.2 of the [MVLWB/INAC/GNWT Guidelines for Closure and Reclamation Cost Estimates for Mines](#). If this Application is submitted concurrently with a Land Use Permit Application, please ensure water- and land-related activities and liabilities are provided.

**Financial Capacity:** Provide information relating to your financial capacity, as outlined in paragraph 26(5)(d) of the [Waters Act](#). Please note this information will be required by the Board prior to issuance.

Name (print)	Title (print)	Signature	Date

**FOR OFFICE USE ONLY**

	Amount (\$)	Receipt no.
Application fee	30.00	
Water use deposit		

Please make all cheques payable to the Government of the Northwest Territories.

*The following guidance assists with determination of relevant fees:*

- (1) [Water Licence Application Fee, Water Use Fee, and Security Deposit Information](#);
- (2) [Water Use Fee Policy](#); and
- (3) [Water Use Fee Calculator](#).

Please submit completed applications to the Regulatory Manager or Executive Director at the respective Land and Water Board ([www.mvlwb.com](http://www.mvlwb.com), [www.wlwb.ca](http://www.wlwb.ca), [www.slwb.com](http://www.slwb.com), [www.glwb.com](http://www.glwb.com)).