



**ENGAGEMENT PLAN**

**JACKFISH LAKE  
GENERATING FACILITY, NWT  
PLANT #120  
YELLOWKNIFE, NORTHWEST TERRITORIES**

**February 2019**

## DOCUMENT MAINTENANCE AND CONTROL

The Director, Health, Safety & Environment is responsible for the distribution, maintenance and updating of the Engagement Plan. This document will be reviewed annually, or when engagement practices are changed at the request of an engaged party. Changes in phone numbers, names of individuals, etc. that do not affect the intent of the plan are to be made as required. Additional copies can be provided by the Director, Health, Safety & Environment.

DOCUMENT HISTORY				
Revision #	Revised Section(s)	Description of Revision	Prepared by	Issue Date
0	N/A	First Version	NTPC	Nov 2018
1	Section 1, whole document for formatting	Formatting update, inserted new maps and figures	NTPC	Feb 2019

## TABLE OF CONTENTS

<b><u>SECTION</u></b>	<b><u>PAGE</u></b>
1 INTRODUCTION.....	1
1.1 OPERATION DESCRIPTION.....	1
1.2 JACKFISH FACILITY.....	1
1.3 CORPORATE CONTACT INFORMATION.....	6
2 OBJECTIVES.....	7
3 OPERATIONAL ENGAGEMENT.....	8
4 LICENCE APPLICATION ENGAGEMENT.....	9
4.1 ENGAGEMENT TRIGGERS.....	9
4.2 PARTIES TO BE ENGAGED.....	11
5 FOLLOW-UP REPORTING.....	12
5.1 ENGAGEMENT RECORD.....	12
6 COMMUNICATING THE PLAN.....	13
7 PLAN REVIEW.....	14

## LIST OF TABLES

Table 2-1: Engagement Objective and Commitments.....	7
Table 4-1: Engagement Structure for Jackfish Water Licence Renewal.....	10
Table 4-2: Parties to be Engaged for the Jackfish Water Licence Renewal.....	11

## LIST OF FIGURES

Figure 1: Regional Location of Jackfish Lake Generating Facility.....	3
Figure 2: Location of Jackfish Lake Generating Facility.....	4
Figure 3: Jackfish Lake Generating Station.....	5

## LIST OF APPENDICES

# 1 INTRODUCTION

## 1.1 OPERATION DESCRIPTION

The Northwest Territories Power Corporation (NTPC) owns and operates the Jackfish Lake Generating Facility (the Jackfish Facility), located on the northeast shore of Jackfish Lake (Stock Lake) in Yellowknife, Northwest Territories (NWT). This essential facility consists of diesel generators that provide backup power to the City of Yellowknife, Ndilo and Dettah when required. There are three separate generation plants: the CAT Plant, the EMD Plant, and the K Plant. Each plant has a cooling system for the generators that uses water from Jackfish Lake. The use of the water from Jackfish Lake for the cooling systems is regulated under Water Licence N1L1-1632, which is held with the Mackenzie Valley Land and Water Board (MVLWB). Water Licence N1L1-1632 was issued in 1995 and expires on December 31, 2019. In order to maintain compliance with the Mackenzie Valley Resource Management Act, the Waters Act and other environmental legislation, NTPC will be applying to renew the water licence for the Jackfish Facility.

As part of the water licence renewal process, NTPC is required to gather input from stakeholders on the application package and to continue engagement throughout the term of the new licence. Engagement will provide an opportunity for stakeholders to contribute knowledge and solutions to the water licence renewal process, which is mutually beneficial to all parties involved.

This plan was developed through consideration of the MVLWB Engagement Guidelines for Applicants and Holders of Water Licences and Land Use Permits, and the MVLWB Engagement and Consultation Policy.

## 1.2 JACKFISH FACILITY

The Jackfish Facility is located on the north end of Yellowknife on the northeast shore of Jackfish Lake and is surrounded by chain-link fence (Figure 1, 2 and 3).

The arrangement of buildings from east to west along the south side of the property is as follows: the office building, CAT Plant, EMD Plant, K Plant (the three plants are joined by covered walkways), the warehouse, and the line shop.

The K Plant was built in 1969 and extended in 1988. It contains two Mirrlees KV-16 generators rated at 5,000 kW each but only one is in service at this time. The EMD Plant was built in 1974 and extended in 1988. It contains four EMD's; two E-series generators rated at 2500kW each and two F-series generators rated at 2,850 kW each. The CAT plant was built in 1993 and contains two CAT 3612 generators rated at 2,700 kW. The total installed capacity for the Jackfish Facility is 26,750 kW.

The Jackfish Facility is a backup power source that is used during periods of high power peak demand, during hydro plant maintenance shutdowns and if/when hydro power is not available from the Snare and Bluefish hydroelectric facilities.

The fuel system consists of one 1,600,000 L diesel fuel storage tank. The K Plant and CAT Plant both house 4,000 L day tanks. There is also a 90,000 L tank to supply three modular Cummins generators. Fuel resupply is completed by B train tanker truck and deliveries happen only as required.

The three main plants use Jackfish Lake water to cool the generating units; circulating water between the internal plant heat exchangers and back out to Jackfish Lake. Each plant has a separate cooling system with an intake and discharge. The K Plant has two intakes. The CAT Plant system has four pumps within the plant, the EMD Plant has three pumps in the basement of the plant and the K Plant has three pumps in a pump house separate from the plant. There is always water circulating through the closed loop cooling systems to avoid blockages and freezing. When the generators are running additional water is pumped through the systems to cool the engines.

Figure 1: Regional Location of Jackfish Lake Generating Facility

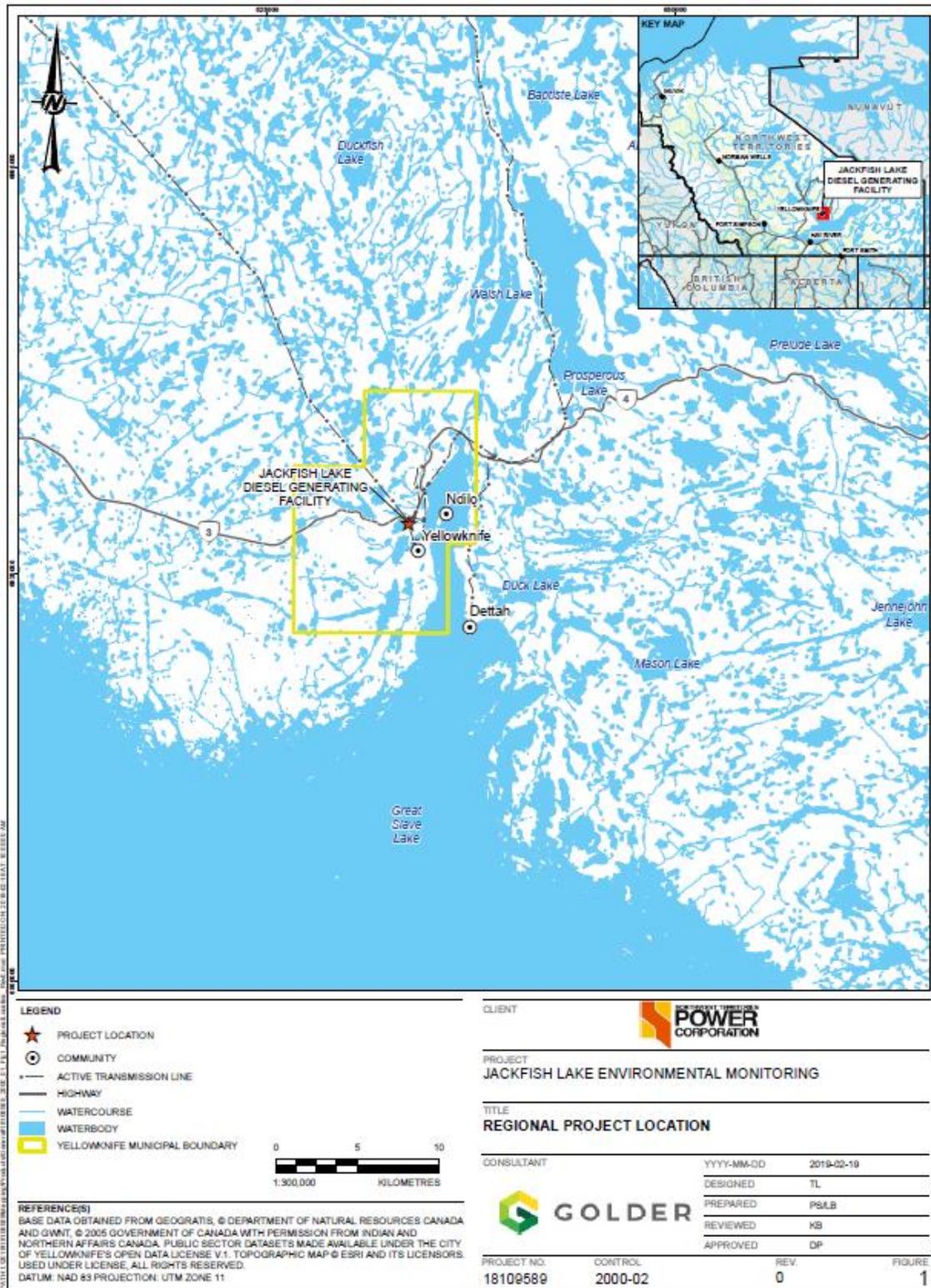


Figure 2: Location of Jackfish Lake Generating Facility



Figure 3: Jackfish Lake Generating Station



---

## 1.3 CORPORATE CONTACT INFORMATION

NTPC contact information for the Jackfish water licence is as follows:

Matthew Miller  
Senior Environmental Licensing Specialist  
4 Capital Drive  
Hay River, NWT X0E 1G2  
Tel: (867) 874-5314 [mmiller@ntpc.com](mailto:mmiller@ntpc.com)

Colin Steed  
Director, Hydro Division, Hydro Operations  
P. O. Box 2250  
Yellowknife, NWT X1A 2P7  
Tel: 867-669-3347 [CSteed@ntpc.com](mailto:CSteed@ntpc.com)

Doug Prendergast  
Manager, Communications  
4 Capital Drive  
Hay River, NWT X0E 1G2  
Tel: (867) 874-5202 [dprendergast@ntpc.com](mailto:dprendergast@ntpc.com)

## 2 OBJECTIVES

Engagement, as defined by the Engagement and Consultation Policy of the Land and Water Boards of the Mackenzie Valley, is “the communication and outreach activities a proponent undertakes with affected parties prior to and during the operation of a project.” Engagement is required as part of the land-use permitting and water licensing process and the Boards require that proponents provide both an Engagement Record and an Engagement Plan as part of an application package.

Objectives of the engagement process are listed below along with NTPC’s commitment to fulfilling these objectives.

**Table 2-1: Engagement Objective and Commitments**

	<b>Engagement Objectives</b>	<b>NTPC Commitment to the Public</b>
1.	<p><u>Inform</u> by providing information to:</p> <ul style="list-style-type: none"> <li>• Notify stakeholders of any issues/operational decisions.</li> <li>• Assist stakeholders in understanding the operation and issues that may arise.</li> <li>• Prepare stakeholders for more intensive forms of engagement should they be required.</li> </ul>	<ul style="list-style-type: none"> <li>• Keep the public informed.</li> <li>• Proactive, timely communication.</li> <li>• Help stakeholders understand the undertaking.</li> </ul>
2.	<p><u>Listen</u> to stakeholders and their feedback:</p> <ul style="list-style-type: none"> <li>• Understand the needs and priorities of the stakeholders so that decisions can be made with these needs and priorities in mind.</li> <li>• Build cooperative and inclusive relationships.</li> </ul>	<ul style="list-style-type: none"> <li>• Acknowledge when and how public input influenced decisions.</li> <li>• Understand views, concerns, interests and expectations.</li> </ul>
3.	<p><u>Involve</u> work directly with stakeholders to jointly resolve issues</p>	<ul style="list-style-type: none"> <li>• Acknowledge when and how concerns and aspirations are reflected in the design of the operation.</li> </ul>

### 3 OPERATIONAL ENGAGEMENT

NTPC ensures that all reporting requirements under the current water licence are met for the Jackfish Facility. Quarterly and annual reports of water usage, operational upgrades, environmental work and revisions to standard operating procedures are submitted to the MVLWB. The Government of Northwest Territories Department of Environment and Natural Resources completes annual inspections under the water licence and additional reporting of emissions to air is completed for Environment Canada.

NTPC openly engages with the public regarding the North Slave Electrical System by:

- Providing information about electricity generation, transmission and distribution on the NTPC website ([www.ntpc.com](http://www.ntpc.com));
- Providing information about outages, safety, employment opportunities, community donations and other matters through:
  - NTPC Facebook page (<https://www.facebook.com/NTPC-Northwest-Territories-Power-Corporation-591764887576712/>);
  - Twitter ([https://twitter.com/ntpc\\_news?lang=en](https://twitter.com/ntpc_news?lang=en));
  - Email alerts (<http://ntpc.com/safety-outages/outage-alert-signup>);
- Having NTPC staff attend trade shows, conferences and job fairs to engage directly with members of the public; and
- Placing paid advertising in the media (radio and print) to provide information about matters of public interest.

Public engagement regarding the North Slave Electrical System will continue in the same manner throughout the Jackfish water licence renewal process.

---

## 4 LICENCE APPLICATION ENGAGEMENT

As part of the Jackfish water licence renewal process and throughout the life of the new licence, current engagement practices will be expanded upon.

Some key tools that will be employed in the engagement process will be:

- Electronic mail (email)
- Phone conversations and teleconferences
- In-person meetings with representatives of affected organizations, if requested
- Community public meetings with affected communities, if requested

### 4.1 ENGAGEMENT TRIGGERS

There are standard triggers at key milestones related to operations authorized under the water licence that will trigger engagement. Table 4-1 presents the structure for engagement related to the Jackfish water licence renewal that includes the triggers, methods and expected dates for engagement. All engagement activities will be recorded in the Engagement Record and submitted to the MVLWB.

**Table 4-1: Engagement Structure for Jackfish Water Licence Renewal**

<b>Engagement Trigger</b>	<b>Purpose for Engagement</b>	<b>Organization to be Engaged</b>	<b>Format of Engagement</b>	<b>Approximate Date</b>
Pre-submission of water licence renewal application	To inform parties that NTPC is planning to renew the Jackfish water licence and is preparing a renewal application package	Refer to Table 4-2	Email with corresponding letter regarding water licence renewal application information	November 2018 – First Notification December 2018 – Second Notification
Public Information Session	To inform parties of renewal application	Refer to Table 4-2	Public Information Session in Yellowknife (advertised through newspapers, Facebook, Twitter and website) With specific parties upon request	January 2019
Application submitted to the MVLWB	Inform parties of how to stay engaged through the MVLWB process	Refer to Table 4-2	Email with link to the MVLWB Public Registry site with the complete application	Application will be submitted by February 18, 2018
Water Licence issuance, amendment, extension or assignment	Inform parties of possible changes to the water licence	Refer to Table 4-2	Email with link to the MVLWB Public Registry site with the complete application, follow up if required	As required
Ongoing engagement	Inform parties of ongoing operations	Refer to Table 4-2	As requested, including emails, phone calls and in-person meetings or information sessions	As required

## 4.2 PARTIES TO BE ENGAGED

NTPC has identified a number of aboriginal, municipal, territorial and federal governments and governmental organizations as parties to be engaged as part of the Jackfish water licence renewal. These parties and organizations are presented in Table 4-2.

**Table 4-2: Parties to be Engaged for the Jackfish Water Licence Renewal**

Organization
Akaitcho IMA Implementation Office
City of Yellowknife
Dene Nation
Deninu K'ue First Nation
Fort Resolution Métis Council
K'at'l'odeeche First Nation
Lutsel K'e Dene First Nation - Wildlife, Lands and Environment
North Slave Métis Alliance
Northwest Territory Métis Nation
Salt River First Nation
Smith's Landing First Nation
Tłı̄chǫ Lands Protection Department
West Point First Nation
Yellowknives Dene First Nation

---

## 5 FOLLOW-UP REPORTING

During engagement activities, NTPC will track comments, concerns or inputs, received relating to a permitted or licensed activity and will provide a summary as detailed in Section 4 above. In order to process comments, concerns and input throughout the engagement process, NTPC will endeavor to respond in a timely manner, respecting the nature of the input.

Reporting on an engagement after it has been completed is an important step in the engagement process. All Engagement Logs will acknowledge those that participated and will provide an accurate record of the engagement process, and how final decisions were reached.

### 5.1 ENGAGEMENT RECORD

A summary of all engagement undertaken for the Application is listed in the Engagement Record. The Engagement Record includes an entry for each engagement, including the following information:

- Date of engagement;
- Name of party or group;
- Format of engagement;
- Individuals attending;
- Issue or topic of discussion;
- Comments received by NTPC; and
- Description of issues that were jointly resolved or which remain outstanding.

Relevant documents from each engagement will also be included in the Engagement Record including presentations, handouts and posters.

## 6 COMMUNICATING THE PLAN

Communicating the Engagement Plan is an important element to the success of the engagement process. NTPC intends to use engagement methods already familiar to them but also recognizes that not all potentially affected parties are the same and that what might work for one particular group or individual may not be the best method of engagement for another. NTPC is open to applying methods that work best for a particular situation and affected party in order to keep lines of communication open, build rapport, and establish trust.

## 7 PLAN REVIEW

It is important that engagement efforts be monitored. Where a method does not appear to be effective or when the scope of importance of an issue changes, it will be necessary to modify the Engagement Plan. Evaluating the effectiveness of the engagement process is a fundamental part of the Engagement Plan as it is important to understand what was done well and what could be improved upon moving forward. NTPC and the affected parties will assess the effectiveness of its engagement efforts over the course of time and will make necessary changes on a case by case basis. Any revisions to the Engagement Plan will be forwarded to the MVLWB.