



Transport Canada Transports
Canada Canada

Prairie & Northern Region
3rd Floor – 344 Edmonton Street
Winnipeg, Manitoba R3C 0P6

Dear _____:

RE: Installation of new groundwater monitoring wells at the Fort Smith Airport

Transport Canada (TC) plans to install three new groundwater monitoring wells at the Fort Smith Airport. Installation will occur in previously disturbed areas using power-driven, earth-drilling machinery on airport property.

Installation of monitoring wells requires a Land Use Permit under the Mackenzie Valley Land Use Regulations. The application process has a requirement for engagement. In order to address any questions or concerns that you may have with the planned work, **please complete and return the attached form by email by April 30th, 2019** to the Transport Canada Representative below.

Installation is expected to occur this summer, once the Land Use Permit is received. All work will occur within the airport property boundary, which is zoned for industrial use. A map outlining the location of proposed monitoring wells is attached for your reference.

TC is proactively installing the monitoring wells to test groundwater and determine the potential for offsite impact from historic airport operations. Results from the groundwater sampling will be shared with the Government of the Northwest Territories.

Please contact Transport Canada if you have any questions or concerns.

Regards,

Reid Campbell
Environmental Officer, Contaminated Sites, Environmental Services
Transport Canada – Prairie and Northern Regions
Reid.campbell@tc.gc.ca
Tel.: (204) 984-2720
Fax: (204) 983-5048



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Proposed Location of Monitoring Wells at Fort Smith Airport

April 8th, 2019



* Exact drilling location will be determined by the contractor based on site specific conditions at the time of drilling, and with consultation from the airport on operational considerations

Canada

Acknowledgement of Engagement Letter

_____ (insert community or organization name) hereby acknowledges receipt of the letter from Transport Canada providing information on the Fort Smith project Land Use Permit Application.

(Select one of the following)

The community/organization has no concerns or questions at this time. (Note: You may still submit concerns at any time to the TC or PSPC Project Manager)

The community/organization has the following concerns or questions:

Name: _____

Position/Title: _____

Signature: _____ Date: _____

Return by email to reid.campbell@tc.gc.ca or by fax to (204) 983-5048, Attention: Reid Campbell.



Transport
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Engagement Plan

Transport Canada – Prairie Northern Region

Project	Installation of Groundwater Monitoring Wells at Fort Smith Airport
Location	Fort Smith, NT
Date of Submission	April 30 th , 2019
Version #	V1
Submitted by	Reid Campbell
Submitted to	Jen Potten



Introduction

The purpose of this Plan is to provide a formal written framework on how Transport Canada (TC) will communicate with and reach out to potentially affected parties throughout the various phases of the development of this specific project. The purpose of the engagement is to identify and resolve any concerns that may arise as a result of the project.

Project Description

Between 1989 and 1994, firefighting exercises involving the use of hazardous materials were conducted within the Former Firefighting Training Area (FFTA) located on the eastern portion of the airport property, approximately 500 m east of the terminal buildings. Historical assessment and remediation programs have been completed at the FFTA. Transport Canada proposes the installation of three groundwater monitoring wells downgradient of the FFTA at the airport property boundary to assess the presence or absence of historic contamination associated with the FFTA.

TC anticipates installation activities will occur over 1-4 working days in summer 2019, followed by 1-2 days of fieldwork to decommission the wells upon project completion.

Contact Information

The following Table 1 presents the key contact information for Transport Canada and its consultants.

Table 1: Transport Canada Contact Information

Company	Information
Transport Canada	Reid Campbell
	3 rd Floor- 344 Edmonton St., Winnipeg MB
	204-984-2720
	reidcbcampbell@gmail.com
Public Service and Procurement Canada	Michael Brownlee
	5th Floor- 10025 Jasper Avenue, Edmonton, AB
	780-720-7748 Michael.brownlee@pwgsc-tpsgc.gc.ca
Consultant	TBD

Copies of Current Version of the Plan

Copies of the most current version of this Plan are available on-site at all times during the duration of the project.

Any revisions to this Plan will be sent to the Mackenzie Valley Land and Water Board.



Affected Parties

For this Project, TC contacted the Mackenzie Valley Land and Water Board on August 20th, 2018 who identified several First Nation and Metis governments and organizations as potentially affected parties. Additional organizations have been identified which have a potential, indirect, or more general interests in the Project. These parties and organizations include:

- Akaitcho Territory Government
- Salt River First Nation
- Smith's Landing First Nation
- The Fort Smith Airport
- Department of Infrastructure, Government of the Northwest Territories
- Town of Fort Smith
- Northwest Territory Métis Nation

Contact information for each can be found in Appendix A (attached). This information is subject to change based on updated information that may be received from the affected party.

Engagement Triggers and Methods

Engagement will be initiated through the issuance of a consultation letter, which will provide a brief summary of the undertaking and a site map showing the location of the proposed locations for the new monitoring wells;

The affected parties will have several opportunities to provide feedback on any issues of concern:

1. The affected parties will be requested to complete and return an Acknowledgement of Engagement Letter form, appended to the consultation letter described above. The Acknowledgement of Engagement Letter will invite them to identify any preliminary questions or concerns they may have regarding the undertaking;
2. Should it be determined to be necessary, affected parties will be invited to participate in a teleconference call with representatives from PSPC, Transport Canada and the consultant where project specifics can be discussed and also provided in writing upon request;
3. At any time the affected parties may provide feedback in writing (mail, email or fax) or in direct calls with the project contacts. Contact details for Transport Canada will be provided in the consultation letter;
4. Questions and/or concerns can be discussed during a teleconference call (if required) with representatives of PSPC and the consultant.

Any interested parties will also have the opportunity to comment on the project via the Board's online registry.

In the days prior to the installation of the monitoring wells, a follow-up notification will be sent to the affected parties by phone or email to confirm that the work is proceeding as planned. Should the scope and/or timing of the work be revised, the affected parties will be notified once the details of the changes are established.

The proposed and potential triggers for engagement are outlined in Table 1 below.



A current version of the Engagement Log is provided in Appendix B of this document. The Engagement Log will be resubmitted as a separate document from the Plan whenever it is updated, however, both documents work together. An Engagement Log will be completed/updated for each trigger outlined below as necessary.



Trigger for Engagement	Purpose of Engagement	People to be Engaged	Engagement Methods
Requirement to obtain a Land Use Permit for drilling three new groundwater monitoring wells	<ul style="list-style-type: none"> Outline the planned work that will occur within the boundaries of the Town of Norman Wells, including purpose, timing and duration, equipment to be used and anticipated effects. Solicit feedback and address any questions or concerns the contact may have with the undertaking. 	See Appendix A	<ul style="list-style-type: none"> Email, mail and/or fax Telephone call(s) (if requested)
Changes to project scope and/or timing (if applicable)	<ul style="list-style-type: none"> Inform the contacts of any changes to the project information that was originally presented to them. Solicit feedback from the contacts and address any questions or concerns they may have with the changes. 	Same contacts as above, except any contacts who confirm having no interest in the undertaking.	Email and/or phone call
Physical work slated to occur on site within the next 7 days	<ul style="list-style-type: none"> Notify and remind the contacts that work is proceeding as planned. Allow the proponent to be notified by the contacts of any recent developments that may conflict with the undertaking. 	Same contacts as above, except any contacts who confirm having no interest in the undertaking.	Email and/or phone call
Submission of updated and revised management plans: <ul style="list-style-type: none"> Spill Contingency Plan Waste Management Plan 	<ul style="list-style-type: none"> To inform parties of planned changes to management plans to allow for concerns to be addressed 	Same contacts as above, except any contacts who confirm having no interest in the undertaking.	Email and/or phone call
At completion of seasonal activities	<ul style="list-style-type: none"> Inform interested parties that field activities have ceased 	Same contacts as above, except any contacts who confirm having no interest in the undertaking.	Email and/or phone call



Follow-Up Reporting

During engagement activities, TC, PSPC and its consultant will track comments, concerns or inputs, received relating to a permitted or licensed activity and will provide a summary. In order to process comments, concerns and input throughout the engagement process, TC, PSPC or its consultant will endeavor to respond in a timely manner, respecting the nature of the input. Any revisions to the Engagement Plan will be forwarded to the Mackenzie Valley Land and Water Board.



Appendix A: Potentially Affected Parties Distribution List

As referred in Section 2 above. These can include; Territorial Departments, Agencies, and Board, associations, and other private companies.

Organization	Contact	Address	Email	Phone
Town of Fort Smith	Kieth Morrison Senior Administrative Officer	174 McDougal Road, PO Box 147 Fort Smith Northwest Territories X0E 0P0 - CANADA	townoffortsmith@fortsmith.ca kmorrison@fortsmith.ca	(867) 872-8400
Northwest Territory Métis Nation	Land and Resources Manager: Tim Heron	Box 720 25 Camsell Street Fort Smith, NT X0E 0P0	Tim.heron@nwtmetis.ca	(867) 872-2770 ext. 32
Akaiitcho Territory Government	Executive Director Annie Boucher	Great Slave Lake Office General Delivery Ft. Resolution, NT X0E 0M0	at_govt@northwestel.net	(867) 370-3217 (867) 394-3313
Salt River First Nation		PO Box 960 9 Franklin Ave Fort Smith, NT X0E 0P0	Ea.srfn@northwestel.net lands.srfn@northwestel.net	(867) 872-2986
Smith's Landing First Nation	Executive Assistant: Christine Seabrook CEO: Maurice Evans	PO Box 1470 Fort Smith, NT X0E 0P0	reception@slfn196.com ea@slfn196.com ceo@slfn196.com	(867) 872-4950
Government of Northwest Territories	Sarah Hodgins Department of Infrastructure	PO Box 1320 5015 49 th Street Yellowknife, NT X1A 2L9	Sarah_Hodgins@gov.nt.ca	1-867-767-9084 ext. 31099



Appendix B: Pre-Submission Engagement Log

Name(s) of representative(s) or organization who participated in engagement	Mode and Dates of Engagement	Reason(s) for Engagement	Overview of Issue(s) Resolved	Overview of Issue(s) Unresolved	Notes
Government of Northwest Territories Department of Infrastructure	Email to Airport Operator August 2018	Discussion of requirements and request for access to airport property to install monitoring wells			
Akaiicho Territorial Government	Phone call on April 9 th and 15 th , 2019.	Installation of groundwater wells at the Fort Smith Airport which Triggers a Land User Permit authorized by the MVLWB – contacted for advice on how to engage			Tim Heron requested that the engagement letter be sent to them, and they will forward project to local First Nations
Northwest Territory Métis Nation	Phone call on April 9 th , 2019	Installation of groundwater wells at the Fort Smith Airport which Triggers a Land User Permit authorized by the MVLWB – contacted for advice on how to engage			Annie Boucher requested that the engagement letter be sent to them, and they will forward project to local Metis Nations



Town of Fort Smith	Engagement letter sent via email on April 10 th , 2019	Installation of groundwater wells at the Fort Smith Airport which Triggers a Land User Permit authorized by the MVLWB			Engagement form returned April 12 th , 2019. No issues were brought forward at this time.
Northwest Territory Métis Nation	Engagement letter sent via email on April 10 th , 2019	Installation of groundwater wells at the Fort Smith Airport which Triggers a Land User Permit authorized by the MVLWB			
Akaiitcho Territorial Government	Engagement letter sent via email on April 15 th , 2019	Installation of groundwater wells at the Fort Smith Airport which Triggers a Land User Permit authorized by the MVLWB			