

**General Procedures for the Administration of Licences  
Issued Under the *Mackenzie Valley Resource Management Act* and *Waters Act*  
in the Northwest Territories**

1. At the time of issuance, a copy of the Licences are placed on the Public Registry in the office of the Mackenzie Valley Land and Water Board (MVLWB or the Board) in Yellowknife and is then available to the public.
2. To enforce the terms and conditions of the Licences, the Minister of Crown-Indigenous Relations and Northern Affairs Canada has appointed Inspectors in accordance with subsection 84(1) of the *Mackenzie Valley Resource Management Act*, while the Minister of Environment and Natural Resources has appointed Inspectors in accordance with subsection 65(1) of the *Waters Act*. The Inspectors coordinate their activities with staff of the MVLWB. The Inspector responsible for Licence MV2014L8-0006 is located in the Fort Simpson, NT office. The Inspector responsible for Licence MV2019L8-0002 is located in the Yellowknife, NT office.
3. To keep the MVLWB and members of the public informed of the Licensee's conformity to the Licences' conditions, the inspectors prepare reports which detail observations on how each item in the Licence has been met. These reports are forwarded to the Licensee with a covering letter indicating which action, if any, should be taken. The inspection reports and cover letters are placed on the Public Registry, as are any responses received from the Licensee pertaining to the inspection reports. It is therefore of prime importance that you react in all areas of concern regarding all inspection reports so that these concerns may be clarified.
4. Licence MV2014L8-0006 and Licence MV2019L8-0002 will expire on November 12, 2039, if required; it is the responsibility of the Licensee to apply to the MVLWB for new licences. The past performance of the Licensee, new documentation and information, and points raised during a public hearing, if required, will be used to determine the terms and conditions of any new licences. Please note that if the Licences expire and another has not been issued, then water and waste disposal must cease, or you, the Licensee, would be in contravention of the *Mackenzie Valley Resource Management Act* or the *Waters Act*, as the case may be. It is suggested that an application for a new licence be made at least eight months in advance of the Licence's expiry date.
5. If, for some reason, Licence MV2014L8-0006 or MV2019L8-0002 require amendment, a public hearing may be required. You are reminded that applications for amendments should be submitted as soon as possible to provide the MVLWB ample time to complete the amendment process. The process may take up to six months or more depending on the scope of the amendment requested.
6. Specific clauses of your Licence make reference to the Board, Analyst, or Inspector. The contact person, address, phone, and fax number of each is:

**Mackenzie Valley Land and Water Board:**

Public Registry Clerk  
Mackenzie Valley Land and Water Board  
7th Floor - 4922 48 Street,  
P.O. Box 2130  
YELLOWKNIFE NT XIA 2P6  
Phone (867) 669-0506  
Fax (867) 873-6610

**Analyst:**

Street Address:

Taiga Environmental Laboratory  
4601 – 52<sup>nd</sup> Ave  
Yellowknife, NT  
X1A 1L4

Mailing Address:

Taiga Environmental Laboratory  
P.O. Box 1320  
Yellowknife, NT  
X1A 2L9

Phone: (867) 767-9235, ext 53151  
Fax: (867) 920-8740  
General Email: [taiga@gov.nt.ca](mailto:taiga@gov.nt.ca)

**Federal Inspector:**

P.O. Box 1500  
4923 – 52<sup>nd</sup> Street  
Yellowknife NT X1A 2R3  
Phone: (867) 669-2449  
Fax: (867) 669-2702

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**Territorial Inspector:**

P.O. Box 240  
Fort Simpson NT X0E 0N0  
Phone: (867) 695-7450 (ext 1012)  
Fax: (867) 695-2381