



ENVIRONMENTAL REVIEW PROCESS PROJECT DESCRIPTION

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► For detailed instructions and guidance refer to the **Guide to completing the project description form**.

► Complete **Sections 1 and 2** then submit to the Indigenous Services Canada (ISC) Regional Office for review.

1. Environmental review requirement

The project will:

A. Involve physical activities? Yes No

B. Involve physical works? Yes No

C. Take place on reserve land or other federal land? Yes No

D. Take place on pre-Addition to Reserve land or Band-owned fee-simple land? Yes No

E. Involve funding from Indigenous Services Canada or other federal authorities? Yes No

If "Yes", indicate from which authorities

F. Project requires an *Indian Act* land instrument or other federal authorizations? Unknown Yes No

If "Yes", provide details on required authorizations

► If "No" to **A, B** and/or **C**, or are unsure of any of the above questions, contact the Regional ISC Environment Officer before completing the remainder of the form to determine if your project requires an environmental review.

1.1 Contact information

Proponent representative

Given name	Family name	Position/Role
Telephone number	Email address	
Mailing address (number / street / apartment / P.O. Box)		Postal code



First Nation contact representative

Given name	Family name	Position/Role
Telephone number	Email address	
Mailing address (number / street / apartment / P.O. Box)		Postal code

1.2 Project information

Region	Band number	Start date (YYYYMMDD)	End date (YYYYMMDD)	Coordinates
Project descriptor		Descriptor type		
Project name		ISC Project code	Size / Footprint of structures (square meters)	
Project location (use Supporting documents table below to append a map)				

Supporting documents (if applicable)

Title	Submission method

Project description (all physical activities and environmental features in project area)

2. Project site description

2.1 Water bodies / Navigable waters

A. Water bodies within 30m of the proposed location of the project? Yes No

If "Yes" indicate bodies of water near project site (select all that apply)

- Ocean/Saltwater
 Lake
 Wetland
 Stream
 River
 Estuary
 Other
 ▶ If "Other", specify _____

B. Water body is a Navigable Water as defined in the *Canadian Navigable Waters Act*? Yes No

C. Project involves: Yes No

- Any structure, device or other thing (temporary or permanent) that is made by humans, including a structure, device or other thing used for the repair or maintenance of another work,
- OR
- Dumping of fill in any navigable water, or any excavation or dredging of materials from the bed of any navigable water.

▶ If "Yes" in **B** and **C**, project may be subject to review by Transport Canada. For more information, see Guide to completing the project description form.

Supporting details (information to support response/assessments methods/justifications)

Supporting documents (relevant maps, surveys, reports)

Title	Submission method



2.2 Vegetation

A. Vegetation Species at Risk (including lichens and mosses), possible or confirmed, present near the project site? Yes No

If "Yes", describe the appropriate mitigation measure(s) and how they will be implemented below.

Supporting details (information to support response; vegetation types, dates and methods of species surveys.)

Supporting documents (if applicable)

Title	Submission method

2.3 Birds

Indicate if any of the following are present near project site, possible or confirmed.

A. Migratory birds, their nests or eggs? Yes No

B. Bird Species at Risk? Yes No

C. Critical habitat for bird species? Yes No

D. Habitat features important for bird species (e.g., cliff nests, stick nest trees, breeding habitat)? Yes No

If "Yes", to any of the above, describe the appropriate mitigation measure(s) and how they will be implemented below.

Supporting details (information to support response; including any birds species present near the project site.)

Supporting documents (relevant maps, surveys, reports)

Title	Submission method

2.4 Terrestrial wildlife

Indicate if any of the following are present near project site, possible or confirmed.

A. Wildlife Species at Risk? Yes No

B. Critical habitat for terrestrial wildlife species? Yes No

C. Habitat features important for terrestrial wildlife species (e.g., hibernacula, roosting habitat, breeding habitat, dens)? Yes No

If "Yes", to any of the above, describe the appropriate mitigation measure(s) and how they will be implemented below.

Supporting details (information to support response; including any terrestrial wildlife species present near the project site)

Supporting documents (relevant maps, surveys, reports)

Title	Submission method



2.5 Fish / Aquatic wildlife

Indicate if any of the following are present near project site, possible or confirmed.

- A. Aquatic Species at Risk? Yes No
- B. Critical habitat for aquatic wildlife species? Yes No
- C. Habitat features important for aquatic species (e.g., spawning habitat, rearing habitat, clam beds)? Yes No

If “Yes”, to any of the above, describe the appropriate mitigation measure(s) and how they will be implemented below.

Supporting details (information to support response; including any fish/aquatic wildlife species present near the project site.)

Supporting documents (relevant maps, surveys, reports)

Title	Submission method

2.6 Other

Indicate if any of the following are present near project site, possible or confirmed.

- A. Involves demolition of a building within 30 meters of a school, hospital, or residential building? Yes No
- B. Involves installation, replacement, operation, modification, expansion or removal of above ground storage system for petroleum products / allied petroleum products that has aggregate capacity of more than 5000L? Yes No
- C. Involves any activities within a wildlife area defined in Schedule 1 of the [Wildlife Area Regulations](https://laws-lois.justice.gc.ca/eng/regulations/c.r.c.,_c._1609/index.html) (https://laws-lois.justice.gc.ca/eng/regulations/c.r.c.,_c._1609/index.html)? Yes No
If applicable, provide name of the wildlife area and specific activities that will take place within it.

D. Known or suspected cultural, historical, archaeological, paleontological or architectural resource values on or adjacent to the project site? Yes No

E. Known or suspected contaminated sites which could impact the project site? Yes No

If “Yes”, to any of the above, describe the appropriate mitigation measure(s) and how they will be implemented below.

Supporting details (discussions with community related to structures/resources of cultural, historical, archaeological, paleontological or architectural significance)

Supporting documents (relevant maps, surveys, reports)

Title	Submission method

Applicant authorization

I, as the Proponent or a representative thereof, hereby certify that the information provided above is accurate and complete and agree to implement the mitigation measures as described in this review.

Family name	Given name	Title
Email address		Telephone number
Signature		Date (YYYYMMDD)



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Decision

- This project does not meet the definition of a project as defined under section 81 of the *Impact Assessment Act*, and therefore does not require an environmental review.
- This project meets the criteria described under the *Designated Classes of Projects Order* pursuant to subsection section 88(1) of the *Impact Assessment Act* and is exempt from further review and posting on the Canadian Impact Assessment Registry.
- Additional information is required in order to make a determination under section 82 of the *Impact Assessment Act* and the proponent must complete sections 3-5 of the Project Description form.

Comments and/or recommendations (mitigation measures/best management practices implemented by project proponent)

Environmental Official

Family name	Given name	Title
Email address		Telephone number
Signature		Date (YYYYMMDD)

3. Land description

3.1 Topography (select all that apply)

- Flat
- Mountain
- Plateau
- Gradually sloped
- Rolling hills
- Floodplain
- Hills
- Steeply sloped

3.2 Dominant soil type (select most appropriate)

- Clay
- Sand
- Silt
- Loam
- Gravel
- Other ▶ Specify _____

3.3 Past land uses/types (select all that apply)

- Agricultural
- Commercial
- Undisturbed environment
- Industrial
- Forest management
- Parkland
- Residential
- Subsurface resource extraction
- Other ▶ Specify _____

3.4 Current land uses/types (select all that apply)

- Agricultural
- Commercial
- Undisturbed environment
- Industrial
- Forest management
- Parkland
- Residential
- Subsurface resource extraction
- Other ▶ Specify _____

3.5 Current adjacent land uses/types (select all that apply)

- Agricultural
- Commercial
- Undisturbed environment
- Industrial
- Forest management
- Parkland
- Residential
- Subsurface resource extraction
- Other ▶ Specify _____

3.6 Encumbrances (select all that apply)

- Natural gas
- Transmission lines
- Distribution lines
- Sanitary and water supply
- Pipelines
- Right-of-way
- Railways
- Easements



3.7 Invasive species (select all that apply)

Indicate if any of the following are present near project site, possible or confirmed.

A. Invasive species present near the project site? Yes No

B. Activities may introduce a pathway for invasive species? Yes No

If "Yes", to either question, identify invasive species and measures to avoid propagation in section 5.

4. Project details

4.1 Utility infrastructure (select all utility infrastructure in place or hooked up to support project)

Potable water		
Water wells	<input type="radio"/> Proposed	<input type="radio"/> Existing
Municipal or First Nation water system	<input type="radio"/> Proposed	<input type="radio"/> Existing
Cistern	<input type="radio"/> Proposed	<input type="radio"/> Existing
Waste water		
Septic system	<input type="radio"/> Proposed	<input type="radio"/> Existing
Municipal or First Nation sanitary system	<input type="radio"/> Proposed	<input type="radio"/> Existing
Municipal or First Nation sanitary storm water system	<input type="radio"/> Proposed	<input type="radio"/> Existing
Wastewater management?	<input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> N/A
If "Yes", describe the basis of the plan and how it will be implemented below.		
Wastewater monitoring programs?	<input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> N/A
If "Yes", describe the basis of the program and how it will be implemented below.		
Energy		
Low carbon / renewable energy as:		
Main form of energy source	<input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> N/A
Secondary form of energy source	<input type="radio"/> Yes	<input type="radio"/> No <input type="radio"/> N/A
If "Yes", select all that apply:		
Solar energy	<input type="radio"/> Proposed	<input type="radio"/> Existing
Wind energy	<input type="radio"/> Proposed	<input type="radio"/> Existing
Geothermal energy	<input type="radio"/> Proposed	<input type="radio"/> Existing
Biofuel	<input type="radio"/> Proposed	<input type="radio"/> Existing
Hydroelectricity	<input type="radio"/> Proposed	<input type="radio"/> Existing
Other low carbon / renewable energy (specify) ▶		



Energy

If "No" indicate what main form of energy is to be used and why (specify) ▶

Supplementary forms of energy (select all that apply):

Propane Proposed Existing

Natural gas line Proposed Existing

Electrical distribution line Proposed Existing

Aboveground fuel storage tank Proposed Existing

Tank volume (specify) ▶

Underground fuel storage tank Proposed Existing

Tank volume (specify) ▶

Telecommunication line Proposed Existing

Other (specify other utility infrastructure required)

4.2 Project works

Pre-Construction/Construction (select all that apply)

- Clearing of trees
- Demolition
- On-site equipment maintenance and re-fueling
- Other ▶ Specify _____
- Grubbing
- Removal of topsoil (to stay on-site or within the reserve)
- Waste generation
- Importing fill (soil or granular)
- Removal of topsoil (to be removed from the reserve)
- Re-grading

Operation/Post-Construction (select all that apply)

- Clearing of trees
- Demolition
- On-site equipment maintenance and re-fueling
- Other ▶ Specify _____
- Grubbing
- Removal of topsoil (to stay on-site or within the reserve)
- Waste generation
- Importing fill (soil or granular)
- Removal of topsoil (to be removed from the reserve)
- Re-grading

Details (size and/or quantity of project works, tree clearing, waste, timber or sand/gravel permits as applicable)



4.3 Air and Noise

Will the project have the potential to impact:

- A. Air quality from emissions (e.g., GHG, nitrogen oxide, sulphur dioxide, suspended particulates, other pollutants)? Yes No N/A
- B. Air quality from the emission of dust or odours? Yes No N/A
- C. Any noise-sensitive receptors in the project area, either during construction, operation, or decommissioning (e.g., residences, schools, daycares, hospitals, places of worship, nursing homes)? Yes No N/A

If “Yes”, to any of the above, describe the appropriate mitigation measure(s) and how they will be implemented below in section 5.

4.4 Health, economic and social considerations

	No	Yes Can be managed through mitigation measures (describe in mitigation table section 5)	Yes Cannot be mitigated	Not applicable (N/A)
Human health	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Services and infrastructure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Land and resource use and recreation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Navigation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community well-being	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Structure, site, things of historical, archaeological, paleontological or architectural significance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic conditions and livelihoods	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Community planning and engagement

(project fits into applicable community plan, community involvement, meeting minutes, community members)

Traditional and cultural uses of lands and resources

5. Environmental effects and mitigation measures

Identify all potential adverse biophysical effects and any health, social, and economic effects resulting from a change in the environment. Include corresponding mitigation measures to address these effects which will be implemented should the project proceed. Identify whether effects may impact Indigenous rights, and/or health, social, and economic conditions.

1. **Potential adverse environmental effect** (interaction between project activities and environmental components)

Proposed mitigation measure (mitigation measures and/or best practices used to address potential environmental effect)



Magnitude of residual effect	Reversibility of residual effect	Geographic extent of residual effect	Timing of residual effect	Duration of residual effect	Frequency of residual effect
<input type="radio"/> Small	<input type="radio"/> Reversible	<input type="radio"/> Immediate		<input type="radio"/> Short-term	<input type="radio"/> Short-term
<input type="radio"/> Moderate	<input type="radio"/> Irreversible	<input type="radio"/> Local		<input type="radio"/> Medium-term	<input type="radio"/> Medium-term
<input type="radio"/> Large		<input type="radio"/> Regional		<input type="radio"/> Long-term	<input type="radio"/> Long-term

Residual effects (select one) Significant Insignificant

Monitoring (select one) Required Not required

Details

Comments

6. Supporting documentation

Provide a site map which clearly indicates the project site and outlines the project boundaries.
If there are any existing reports, site plans, or other supporting documentation for the proposed project, please append them to this form.
Please provide required documentation indicated below:

- Based on the above, the following is required (for internal use)**
- Archaeological study
 - Drawings
 - Environmental audit
 - Environmental impact study/ Assessment report
 - Feasibility study
 - Geotechnical study
 - Land status report
 - Licenses
 - Municipal type service agreement
 - Permit from _____ (ex. Section 73 from CWS, Access permits, Timber permits, Provincial permits)
 - Species at Risk assessment
 - Wetland assessment
 - Other ► Specify _____

Other supporting documents required for the project review not listed above.

Title	Submission method

Applicant authorization

I, as the Proponent or a representative thereof, hereby certify that the information provided above is accurate and complete and agree to implement the mitigation measures as described in this review

Family name	Given name	Title
Email address		Telephone number
Signature		Date (YYYYMMDD)



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Decision

- The project should undergo a detailed environmental review based on the information supplied.
- Taking into account the information above, the proposed mitigation measures below and/or the recommendations below, and the factors outlined in s. 84 of the *Impact Assessment Act*, this project is not likely to cause significant adverse environmental effects as such the department can issue funding and/or authorization in support of the project.
- Taking into account the information above, the proposed mitigation measures below and/or the recommendations below, and the factors outlined in s. 84 of the *Impact Assessment Act*, this project is likely to cause significant adverse environmental effects, and as such:
 - The department cannot issue funding or authorizations in support of the project
 - The department will refer this project to Governor in Council to determine if its effects are justified

Comments/Recommendations

Executive Officer authorization

Family name	Given name	Title
Email address		
Signature		Date (YYYYMMDD)

Responsible Manager authorization

Family name	Given name	Title
Signature		Date (YYYYMMDD)

1. Other Federal authorization

Family name	Given name	Title
Department	Signature	Date (YYYYMMDD)