

FORM

Preliminary information

PREAMBLE

The James Bay and Northern Québec Agreement (JBNQA), by its chapters 22 and 23, establishes a system of protection for both the natural and social environment in the James Bay and Northern Quebec region. Depending on the type of project, some aspects of these chapters may report under the responsibility of the Government of Canada, or the Government of Québec or both levels of government. Some projects can also be reported under the responsibility of the Cree Nation Government, notably for projects conducted on Category IA lands. Title II of the [Environment Quality Act \(EQA\)](#) presents the environmental and social impact assessment and review procedures applicable in the James Bay region (section 133 of the EQA) and in Northern Quebec (section 168 of the EQA).

The projects mentioned in schedule A of the EQA are subjected to one of the procedures applicable in the Northern environment, contrary to those mentioned in schedule B, which are exempt from the procedures. Projects not outlined in either schedule are considered "grey zone" projects. Anyone who intends to undertake a project in a northern environment covered by schedule A of the EQA must apply for a certificate of authorization. For "grey zone" projects, a proponent must request an attestation of exemption and the Provincial Administrator will confirm to him, after analysis of the project by the northern committee concerned, whether the project is not subject to the [Environmental and social impact assessment and review procedure](#) or if it is subject to it. In the first case, an attestation of exemption will be issued to the proponent for the project and, in the second, a directive will be prepared and sent to him, which will indicate the nature, scope and extent of the impact study he must prepare. Thus, except for the projects listed in schedule B, a proponent must file a preliminary information form with the Provincial Administrator of the JBNQA.

If necessary, it is possible to confirm whether your project corresponds to an activity listed in schedules A and B of the EQA or a "grey zone" by sending an e-mail request for verification of exemption, including a short description of your project, its location and the anticipated impacts at the following email address: dgees-assujettissement@environnement.gouv.qc.ca.

The preliminary information form is used to describe the general characteristics of a project. It must be completed in a clear and concise manner and the information must be limited to the elements that are relevant for a proper understanding of the project, its anticipated impacts, and possible ramifications.

In accordance with the EQA, the preliminary information form is either sent to the Evaluating Committee (COMEV), if the project concerns the region south of the 55th parallel (James Bay), or to the Kativik Environmental Quality Commission (KEQC), if the project concerns the region north of the 55th parallel (Nunavik). These two committees review the preliminary information and, in the case of projects covered by schedule A of the EQA, produce a recommendation on the directive indicating the nature, scope and extent of the study impact that the proponent must prepare. For "grey zone" projects, these committees produce a recommendation (COMEV) or a decision (KEQC) on whether the project is subjected to or exempt from the procedure. These recommendations and decisions are then forwarded to the Provincial Administrator who communicates his decision to the proponent. The proponent may be issued an attestation of exemption for projects that are exempt from the procedure or issued a directive for those subjected to the environmental and social impact assessment and review procedure.

The Evaluating Committee is a tripartite advisory body composed of representatives appointed by the Cree Nation Government and representatives of the Government of Canada and the Government of Quebec. The Kativik Environmental Quality Commission is a bipartite body of Inuit or Naskapi representatives appointed by the Kativik Regional Government and representatives of the Government of Quebec. While performing their duties, both bodies pay particular attention to the following principles, which are outlined in sections 152 and 186 of the EQA:

- a) the protection of the hunting, fishing and trapping rights of the Native people;
- b) the protection of the environment and social milieu;
- c) the protection of the Native people, of their societies, communities and economy;
- d) the protection of the wildlife, of the physical and biological milieu and of the ecological systems of the territory;
- e) the rights and guarantees of the Native people in Category II lands;
- f) the participation of the Crees, Inuit and Naskapis in the application of the environmental and social protection regime provided for in this division;
- g) any rights and interest of non-Native people, and
- h) the right of the persons acting lawfully to carry out projects in the territory.

Also note that the preliminary information form will be published in the [Environmental assessment register](#) (French only) as defined in section 118.5 of the EQA but only for projects for which a directive will be issued. The [COMEUV](#) and [KEQC](#) also publish preliminary information form on their websites.

Since May 2022, the applicant for any authorization must produce, as a condition for the issuance of an authorization, the applicant's declaration of background (déclaration d'antécédents). This declaration replaces the declaration of the applicant. You will find the form to be completed at the following address : <https://www.environnement.gouv.qc.ca/evaluations/declaration-antecedents.pdf> (French only).

The preliminary information form must be accompanied by the payment, charging the proponent for services provided under the environmental authorization system. This payment can be made by check to the ministre des Finances or via bank transfer. Details regarding the applicable rates are available in the [Tarification](#) section (French only) of the environmental assessment web page. It should be noted that the MELCCFP will not process the application until payment is received.

Once completed, the proponent must send its preliminary information form together with a letter of transmission, which must be sent to the JBNQA Provincial Administrator:

- Send the electronic copy of the documents (form and letter of transmission) to reception.30e@environnement.gouv.qc.ca including the Deputy minister (marie-josée.lizotte@environnement.gouv.qc.ca) as well as Vanessa Chalifour, coordinator/team leader for northern projects (vanessa.chalifour@environnement.gouv.qc.ca). The letter of transmission must confirm that the hard copies are consistent with the electronic ones. In case of large electronic documents, please consult the last bullet.

- Send a hard copy of the documents (French) to the Deputy minister office at the following address:

James Bay and Northern Quebec Agreement Provincial Administrator
Deputy minister of the Environment, Fight against Climate change, Wildlife and Parks
Édifice Marie-Guyart, 30e étage
675, boul. René-Lévesque Est, boîte 02
Québec (Québec) G1R 5V7

- Send the other hard copies and the USB keys (including the French and English versions) to the Direction de l'évaluation environnementale des projets industriels, miniers, énergétiques et nordiques at the following address:

Mélissa Gagnon, director
Direction de l'évaluation environnementale des projets
industriels, miniers, énergétiques et nordiques
Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la
Faune et des Parcs
Édifice Marie-Guyart, 6e étage, boîte 83
675, boul. René-Lévesque Est
Québec (Québec) G1R 5V7

Projects located south of the 55th parallel (James Bay)

Nine (9) hard copies, including six (6) in French and three (3) in English

Three (3) PDF copies in electronic format

Additional copies may be requested depending on the scope of the project.

Projects located north of the 55th parallel (Northern Quebec/Nunavik)

Fourteen (14) hard copies, including seven (7) in French and seven (7) in English

Three (3) PDF copies in electronic format

Additional copies may be requested depending on the scope of the project.

- If the electronic documents are very large: Inform the Direction de l'évaluation environnementale des projets industriels, miniers, énergétiques et nordiques (vanessa.chalifour@environnement.gouv.qc.ca) and a secure link allowing you to send your documents on the ShareFile platform will be shared with you. This link will be valid for a period of 7 days. Attach the letter of transmission to the email, indicating that the electronic version will be transmitted via the ShareFile platform of the DGÉES.

1. IDENTIFICATION AND COORDINATES OF THE PROPONENT

1.1 Identification of the proponent	
Name : Kativik Regional Government	
Civic address : PO Box 9, Kuujjuaq, J0M 1C0	
Postal address (if different from civic address) :	
Name and function of the signatory(s) authorized to submit the application: Véronique Gilbert, assistant director	
Telephone : 819 964-2961	Telephone (other) : -
Email : vgilbert@krg.ca	
1.2 Company number	
Québec enterprise number (NEQ) : 1149173859	
1.3 Resolution of the municipal council, band council, northern village, or responsible body	
If the proponent is a municipality, the preliminary information form is accompanied by the resolution of the municipal council, band council, northern village, or the responsible body duly certified authorizing the signatory(s) of the application to present it. Add a copy of the resolution to appendix I.	
1.4 Identification of the consultant mandated by the proponent (if applicable)	
Name : Véronique St-Onge	
Civic address : 1000, route Fraser, Beauceville, Québec, G5X 2G7	
Postal address (if different from civic address) :	
Telephone : 418 914-1616	Telephone (other) : -
Email : ecoconseilsymbios@gmail.com	
Description of mandate : Support in carrying out projects	

2. GENERAL PRESENTATION OF THE PROJECT

2.1 Project title
Project of ... (construction/extension/development/ etc.) of ... (installation/equipment/factory/etc.) in the territory of ... (municipality/village/community) Construction of two thermophilic composting sites in Kuujjuaq and Kangiqsualujjuaq.
2.2 Article of accordance
To verify the accordance of your project, indicate which paragraph of schedule A of the Environment Quality Act your project is subjected to, in your opinion, and why (threshold, for example). Indicate if your project is considered a "grey zone" project, if applicable. Grey zone
2.3 Objectives and justification of the project
Indicate the main objectives and highlight the reasons for implementing the project. These projects follow on from the composting pilot project carried out in 2023 in Inukjuak to offer a local solution for recycling organic materials into compost. These projects aim to significantly reduce the quantity of residual materials to be disposed of in northern disposal sites (LEMN).

2.4 Brief description of the project and alternatives

Briefly describe the project (length, width, quantity, voltage, surface, etc.) and for each of its phases (development, construction, and operation and, when appropriate, closure and restoration), briefly describe the main characteristics associated with each of the project alternatives, including planned activities, developments, and construction (deforestation, expropriation, blasting, backfilling, etc.).

In both cases, the chosen site is close to the road, because the equipment must be connected to the electricity network. These sites are already impacted by the road and are small areas. The planned arrangements are the construction of a gravel platform, as the composting equipment must be placed on a flat surface. A small area must be concreted to serve as a reception area for organic materials.

The Kangiqsualujjuaq project is identical to the Inukjuak project. Apart from the concrete reception area, all the equipment will be placed in adapted containers (4), welded to each other to create a covered and heated workspace. The area of the site is 100'x100'.

The Kuujjuaq project will include a 40'x50' prefabricated garage on a concrete foundation to anchor the garage structure. The reception area, as well as the mixer location, will also be covered with cement. The total area of the site is 150'x100'. No deforestation, expropriation, blasting or backfilling activities are planned.

If relevant, add to appendix II all the documents allowing to better understand the characteristics of the project (diagram, sketch, cross-section, etc.).

2.5 Related activities

Summarize, if applicable, related planned activities (ex: road access, crushing or milling, installation of a cofferdam, stream diversion) and any other projects that may influence the project design.

No related activities are planned.

3. PROJECT LOCATION AND SCHEDULE

3.1 Identification and location of the project and its activities

Name of the municipality, village, or community where the project is located (indicate if several municipalities, villages, or communities are affected by the project):

Kuujjuaq

Kangiqsualujjuaq

Land categories (I, II and III): 1

Geographical coordinates in decimal degrees of the central point of the project (for linear projects, provide the coordinates of the project start and end point):

Central point of the project in Kuujjuaq: Latitude: 58.151218 Longitude: -68.360130

Central point of the project in Kangiqsualujjuaq: Latitude: 58.702019 Longitude: -65.977503

3.2 Description of the project site

Describe the main components of the physical, biological, and human environments likely to be affected by the project by focusing on the description on elements considered to be of scientific, social, cultural, economic, historical, archaeological, or aesthetic importance (environmental valued components). Indicate, if applicable, the ownership status of the lands where the project is planned, as well as the main features of the site: zoning, available space, sensitive environments, wetlands and bodies of water, compatibility with current uses, availability services, topography, presence of buildings, aboriginal land use and occupation, etc.

The two chosen sites are located on the side of the road, to have access to the electricity network, and are small areas. As the site is already impacted by the presence of the road, the project will not be in an environment with significant biological or cultural characteristics. These are not wetlands, and the topography is relatively flat to reduce development costs. In both cases, the projects take place on Category I land and must be approved by the local landholding corporation, as well as the northern village. Building permit applications are being prepared. The sites were chosen by the northern villages.

3.3 Project schedule

Provide the implementation schedule (estimated period and estimated duration of each step of the project) considering the time required for the preparation of the impact study, if applicable, and the progress of the procedure.

The construction stages of the projects must take place during the summer of 2024. The composting equipment will be delivered on the first boat, in July 2024. The development of the sites will therefore be carried out in June 2024 to make sure they are ready to receive the equipment in July. The equipment will be installed and operational in August or September 2024. The site has a long-term vocation and it will be used continuously in the long term. If, however, the village one day wishes to use this site for another use, it will eventually be possible to move the composting equipment to another site, because they are movable.

3.4 Location plan

Add to appendix III a topographic or cadastral map showing the location of the project and, if applicable, a plan for the location of development or activities on an appropriate scale indicating any existing infrastructure and its relation to the proposed work site.

4. INFORMATION AND CONSULTATION ACTIVITIES OF THE PUBLIC, ABORIGINAL COMMUNITIES AND USERS OF THE TERRITORY

4.1 Information and consultation activities carried out

If applicable, indicate the terms and conditions relating to the public information and consultation activities carried out as part of the project design (methods used, number of participants and represented areas), including those carried out with the local populations, among others the Crees, Inuit and Naskapi, as well as the users of the territory, and indicate, if needed, the concerns raised by the public and whether these concerns were taken into consideration in the design of the project.

The project was developed in partnership with the concerned northern villages because the infrastructure will belong to them, and they will be the managers. In short, although the KRG submits this request and actively collaborates in the implementation of the projects, as regional planner in residual materials management, these are local projects carried out by local administrations. If these projects are moving forward, it is because they are supported by the northern villages who want their implementation to help them improve the management of residual materials on their territory, a competency that falls to them.

4.2 Information and consultation activities planned during the environmental and social impact assessment procedure

If applicable, indicate the terms and conditions for public information and consultation activities during the environmental and social impact assessment procedure, including those planned for aboriginal communities and users of the territory impacted by the project.

Several information and awareness activities are planned as part of the development of these projects to inform the population of the new practices that they will have to adopt. In fact, these projects require significant changes in the habits of residents and organizations who will have to sort their organic materials at source. Door-to-door collection will be planned to transport the materials to the composting site. Bins will be distributed for this use.

5. DESCRIPTION OF THE MAIN ISSUES¹ AND IMPACTS OF THE PROJECT ON THE RECEIVING ENVIRONMENT

5.1 Description of the main issues of the project

Briefly describe the main issues regarding the development, construction, and operation phases and, when applicable, closure and restoration phases of the project.

No specific issue is envisaged as the choice of site was determined by the northern village and the work to be carried out is minimal.

5.2 Description of the main anticipated impacts of the project on the receiving environment

For the development, construction, and operation phases and, when appropriate, closure and restoration phases of the project, briefly describe what are the anticipated impacts of the project on the receiving environment (physical, biological, and human). Briefly outline the planned mitigation or remediation measures, if applicable.

For the two projects, no impacts are anticipated on the receiving environment, because the infrastructures will comply with environmental regulations. In both cases, an exemption request will be filed, based on the Guidelines for the supervision of composting activities. To this end, the KRG hopes that the projects can meet the eligibility criteria for administrative exclusion for closed thermophilic composting projects with a capacity of 50 m³ and less, as Inukjuak project did. A composting plan, signed by an engineer, will be prepared for this purpose.

For a "grey zone" project, provide sufficient information to assess its environmental and social impacts to determine whether it should be subjected to the environmental and social impact assessment and review procedure. Provide mitigation or remediation measures, if applicable.

No mitigation and/or restoration measures are planned since the projects will not generate environmental impacts. The materials will be deposited in a closed aerobic composting system and the impacts of this management are much less than the disposal of organic materials at the landfill

¹ Issue: A major concern for the government, the scientific community, or the population, including the impacted indigenous communities, and whose analysis could influence the recommendations or decisions of the northern committees regarding the authorization or refusal of a project.

where open burning must be practiced weekly, in particular to reduce the negative impacts of the disposal of this type of residue (leaching, greenhouse gas emissions, attraction of wildlife, odors, risk of pathogens development).

6. GREENHOUSE GAS EMISSION

6.1 Greenhouse gas emission

Indicate if the project is likely to lead to the emission of greenhouse gases and, if so, which ones. Briefly describe the main sources of projected emissions at the various phases of the project.

According to calculations made using IPCC emission factors, composting significantly reduces greenhouse gas emissions compared to the reference scenario, i.e. open burning of organic materials. This data may be provided to you, if necessary.

7. OTHER RELEVANT INFORMATION

7.1 Other relevant information

Enter any other information deemed necessary for a better understanding of the project.

8. DECLARATION AND SIGNATURE

8.1 Declaration and signature
<p><i>I certify that :</i></p> <p><i>1° the documents and information provided in this preliminary information form are accurate to the best of my knowledge.</i></p> <p><i>Any misrepresentation may result in sanctions under the EQA. All information provided will form an integral part of the application and will be published on the website of the Evaluating Committee (COMEV) or the Kativik Environmental Quality Commission (KEQC) and the Environmental assessment register.</i></p>
First and last name
Véronique Gilbert
Signature
Date

Appendix I

Resolution of the municipal council, band council, northern village, or responsible body

If applicable, insert below the resolution of the municipal council, band council, northern village or responsible body duly certified authorizing the signatory(s) of the application to present it.

Appendix II
Project characteristics

If relevant, insert below documents to better understand the characteristics of the project (diagram, sketch, cross-section, etc.).

Appendix III
Location plan

Insert a topographic or cadastral map showing the location of the project and, if applicable, a plan for the location of works or activities on an appropriate scale indicating in particular the infrastructures in place in relation to the work site.



Kangiqualujuaq composting site location



Kuujuaq composting site location