

# **Kátl'odeeche First Nation**

## **Engagement Plan**

### **Gravel Quarry KM. 44.5 Highway #5**



**Prepared by:**

Victoria St Jean

Kátl'odeeche First Nation – Lands Director

**Effective Date:**

November 2024

**Version: V1.1**

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This plan follows the suggested structure and contents outlined in Mackenzie Valley Land and Water Board's Engagement and Consultation Policy and the Engagement Guidelines for Applicants and Holders of Water Licenses and Land Use Permits. The purpose of the Policy is to, "Ensure that its obligation for meaningful consultations (as set for in the land claims and applicable legislation) with all affected parties, including Aboriginal groups in the Mackenzie Valley, are met and clearly articulated. In particular, the Policy outlines:

- The requirement for proponents to initiate dialogue and engagement planning with affected parties, including particular Aboriginal organizations and groups;
- Application of consultative approaches throughout proceedings wherein affected parties contribute meaningful assessment of impacts and establishment of appropriate mitigation pursuant to the legalization; and
- The process for assessing and ruling on, if necessary, the adequacy of Crown consultation prior to a final decision or recommendation taking into account the information gathered during engagement and consultative process.

The Guidelines provide requirements and recommendations to proponents for meeting the Board's requirements for engagement. Specifically, the Guidelines outline:

- The proponent's submission requirements for engagement before and during the life of the project and authorization;
- The engagement criteria against which the Board will assess the adequacy of engagement; The recommended step-by-step process for successful engagement outcomes; and
- Suggested best practices for conducting engagement.

## **1. Introduction and project details**

Kátł'odeeche First Nation has developed this Engagement Plan (or Plan) for the Land Use Permit Application for Hwy 5 Km 44.5 Gravel quarry, in accordance with the Mackenzie Valley Land and Water Board's Engagement and Consultation Policy (Policy) and the Engagement Guidelines for Applicants and Holders of Water Licences and Land Use Permits (Guidelines).

### *1.1 Introduction and Project Details*

The purpose of renewing the Land Use Permit for the quarry pit is to gain access to and utilize resources for the benefit of our Community. Kátł'odeeche First Nation is seeking a 5-year permit with the potential for a 2-year extension. It is crucial that the impact on the land is

deemed acceptable by the affected aboriginal people, ensuring the preservation of local wildlife and plants.

## 1.2 Site Description

This quarry is located on Highway 5 km 44.5 (see attached map for coordinates). It is an existing quarry site and has been quarried previously under permit MV2017Q0028. There are no changes planned to the previous conditions of this permit.

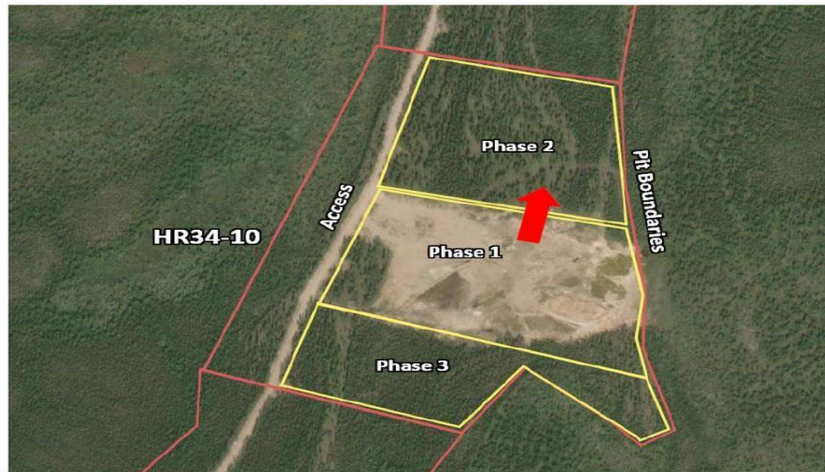


Figure 1: HR34-10 Pit Design

### Four Corners of the Land Use Area

NW: 60° 40' 55.0471" N, 115° 05' 52.72701" W

NE: 60° 40' 54.0825" N, 115° 05' 43.0324" W

SW: 60° 40' 46.4227" N, 115° 05' 59.8337" W

SE: 60° 40' 44.7582" N, 115° 05' 40.6763" W



### 1.3 Corporate Contact Information

Position	Information
Company (Head Office)	Kát'odeeche First Nation
	Box 3060 Hay River, NT X0E 1G4
	867 874 6701/ 867 875 8017
	kfnlands@katlodeeche.com
Company (On-Site)	Same as above
Project Manager	Victoria St Jean – KFN Lands Director
	Same as above
Contractor/ Subcontractor	N/A

**Table 1: Katlodeeche First Nation Contact Information**

### 1.4 Effective Date

This Plan is effective as of **November 1, 2024**. While this Plan is undergoing a public review, the previous version of the Plan shall take precedence and be acted in accordance with until the Board approves a subsequent Plan version.

### 1.5 Revisions

This Plan is a living document that will be reviewed annually, at a minimum, and prior to the start of any site activities, with additional reviews as warranted. Updates should be made to reflect changes in engagement plans and practices, new personnel and associated contact information, and to regularly update the engagement log. Table 2 presents a summary of the versions of this Plan and any revisions made; it is updated each time a revision is made to the Plan. This ensures stakeholders have the most current copy of the Plan.

**Table 2: Version and Revision History**

Version #	Date	Sections/Pages revised	Summary of Changes/Comments
Version 1.0	May 23, 2024	New Document	Revised to conform to MVLWB engagement guidelines.
Version 1.1	November 1, 2024	Revised V 1.0	Updated to describe engagement activities

## 1.6 Recipients

Table 3 identifies who the most recent version of this Plan has been distributed to.

**Table 3: Recipients of this Version of the Plan**

Name	Position
Andrea Cleland, B.Sc, PCBA	Regulatory Specialist, MVLWB

## 1.7 Copies of the Current Version of the Plan

Copies of the most current version of this Plan are available on-site at all times at the following locations:

- Additional copies of the plan can be obtained by contacting Kátł'odeeche First Nation (see table 1) located at #136 Reserve Highway; Dene Wellness Centre KFN Reserve No. 1

## 2. Engagement Strategy

The purpose of this Plan is to establish a formal written framework for Kátł'odeeche First Nation to effectively communicate and engage with potentially affected parties throughout the different stages of the development of this specific Project. Kátł'odeeche First Nation acknowledges the political, social, environmental, and economic context of the North and recognizes that this Project is situated on the traditional lands of indigenous peoples. The Plan is considered a dynamic document that will be continuously updated and adapted as site activities progress or change. Additionally, if Kátł'odeeche First Nation needs to seek amendments, modifications, extensions, renewals, storage authorizations, or assignments from the Land and Water Board, further engagement will be conducted. Kátł'odeeche First Nation understands that engaging in this manner brings long-term benefits and contributes to their vision of being a responsible and valued member of the communities in which they operate.

The implementation of this Plan will enhance the performance of Kátł'odeeche First Nation by facilitating the exchange of ideas, strategies, and principles, while also incorporating feedback from relevant stakeholders regarding possible issues and measures to address them.

Following the identification of impacted parties, as elaborated in **Section 2.1 below**, the subsequent measures were implemented to establish the comprehensive engagement strategy for Kátł'odeeche First Nation.

## Engagement Strategy



### 2.1 *Affected Parties*

Kátł’odeeche First Nation has recognized several Indigenous governments and organizations as impacted stakeholders for this Project. Furthermore, there are other organizations that have been identified with potential, indirect, or broader interests in the Project. These parties and organizations encompass:

**Table 4: Distribution List**

Organization:	Contact Person:	Email:
Deninu Kue First Nation	Chief Louie Balsillie	<a href="mailto:admin@dkfn.ca">admin@dkfn.ca</a>
Northwest Territory Metis Nation	President Gary Bailey	<a href="mailto:president.nwtmn@northwestel.net">president.nwtmn@northwestel.net</a>
Town of Hay River	Mayor Jamison	<a href="mailto:sao@hayriver.com">sao@hayriver.com</a>
West Point First Nation	Chief Kenny Cayen	<a href="mailto:chief@wpcf.na">chief@wpcf.na</a>
Dehcho First Nation	Director of Lands and Resources– Jessica Jumbo	<a href="mailto:jessica_jumbo@dehcho.org">jessica_jumbo@dehcho.org</a>

### 2.2 *Goals of Engagement*

In assessing the current stage of the Project, Kátł’odeeche First Nation identified three engagement goals:

**Table 5: Goals of Engagement**

Engagement Goals	Commitment to the Public
<p><b><u>Inform:</u></b></p> <ul style="list-style-type: none"> <li>• By providing information to:</li> <li>• Notify affected parties of an issues/Project decisions.</li> <li>• Assist affected parties in understanding the Project and issues that may arise.</li> <li>• Prepare affected parties for more intensive forms of engagement should the project change or advance</li> </ul>	<ul style="list-style-type: none"> <li>• Keep the public informed.</li> <li>• Proactive, timely communication.</li> <li>• Help affected parties understand the complexities of issues.</li> </ul>



2.	<p><b><u>Listen:</u></b></p> <ul style="list-style-type: none"> <li>• To affected parties and their feedback</li> <li>• Understand the needs and priorities of the affected parties 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><b><u>Involve:</u></b></p> <ul style="list-style-type: none"> <li>• work directly with affected parties to ensure that aspirations are consistently understood and considered.</li> </ul>	<ul style="list-style-type: none"> <li>• Acknowledge when and how concerns and aspirations are reflected in the design of the Project.</li> </ul>

### 2.3 Engagement Triggers and Methods

Kátl’odeeche First Nation has defined engagement triggers at key milestones for this Project as they relate to project activities authorized under a land use permit and/or water license.

Engagement may be conducted as written notification, a face-to-face meeting, or a community public meeting, once consideration is given to the following guiding principles, as recommended by the Mackenzie Valley Land and Water Board:

1. The nature and scope of engagement efforts should reflect the magnitude and complexity of the Project.
2. Both the affected parties and/or Proponent can run the risk of “consultation fatigue” from too many or inappropriate engagements. Engagement methods and schedules must, by mutual agreement, be reasonable and sustainable for both Proponents and affected parties.
3. The nature of the Engagement methods and frequency of engagement will change over time as affected parties and Proponents gain trust and the Project develops. The Engagement Plan should be reviewed as the relationship between the affected parties and the Proponent and/or Project reaches mutually determined milestones.

The following table outlines Kátl’odeeche First Nation triggers, methods, and outcomes of engagement for this Project. At each stage of engagement, an Engagement Log will be completed and submitted to the Mackenzie Valley Land and Water Board with the request from Kátl’odeeche First Nation. A templated Engagement Log is provided in **Appendix B** of this document. The Engagement Log is submitted as a separate document from the Plan, however,

both documents work together. An Engagement Log will be completed for each trigger outlined below.

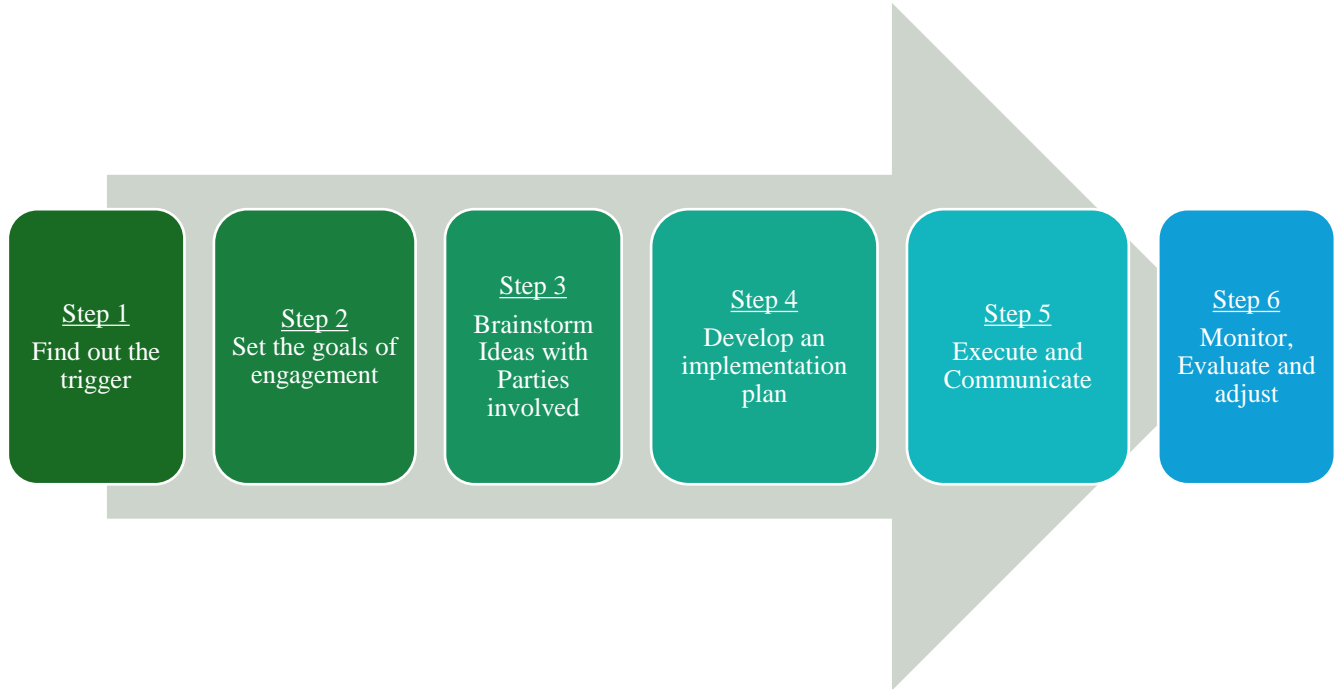
**Table 6: Triggers for Engagement**

Engagement Trigger	Purpose for Engagement	Organization to be Engaged	Format of Engagement	Information to be recorded
Quarry Lease Application (First Pre-submission)	Inform parties of the proposed project and begin conversations with parties.	See Appendix A	Email	Email and Engagement Log
Pre-submission project summary (Second Pre-submission)	Continue the conversation with parties.	See Appendix A	Email	Email and Engagement Log
Pre-submission project summary (Third Pre-submission)	Continue the conversation with parties.	See Appendix A	Email	Email and Engagement Log
Submission of land use permit or water licence applications	Application to MVLWB	MVLWB	Email	The application will become a matter of public knowledge. Engagement Log
Annual work plan summarizing the upcoming year's planned activities	Inform organizations	See Appendix A	Email	Email Engagement Log
Pre-submission of requested changes to management plans:	To inform parties of requested changes to allow for concerns to be met	See Appendix A	Email	Email and engagement records. Meeting Notes will be recorded. Engagement Log
Submission of updated and revised management plans	Dissemination of the updated Plan	MVLWB; See Appendix A	Email	Email/Regular mail Engagement Log

Notification of any spills or unauthorized discharges as outlined in the Spill Contingency Plan	Dissemination of information to affected parties	See Appendix A	Email	Email and engagement records. The meeting noted will be recorded. Engagement Log
New land disturbance that has not yet been assessed for archaeological potential	Dissemination of Archeological Impact Assessment submission	See Appendix A	Summary Report	Email Engagement Log
Changes to initial operation plans	Notification of proposed changes to allow for concerns to be met	MVLWB; See Appendix A	Email/Phone call	Email and engagement records. Meeting notes will be recorded. Engagement Log
New activities that were not included in the Land Use Permit or Water Licence	Notification of proposed changes to plans that have not previously been discussed	MVLWB; See Appendix A	Notification will be sent out via email or possible phone conversation	Email and engagement records. Meeting notes will be recorded. Engagement Log
Pre-submission of land use permit or water licence applications: <ul style="list-style-type: none"> <li>• Amendments</li> <li>• Modifications</li> <li>• Extensions;</li> <li>• Renewals</li> <li>• Storage authorizations</li> <li>• Assignments</li> </ul>	To inform parties of renewal applications to allow for community concerns to be met	MVLWB; See Appendix A	Email	Email Engagement Log
Renewal of any authorization or right issued by a government department (quarry lease)	Dissemination of information to affected parties	MVLWB; See Appendix A	Notification will be sent out via email	Email and engagement records. Engagement Log

## 2.4 Engagement Plan

Upon the occurrence of an engagement trigger (refer to Table 6), KFN will issue a call to involve all affected parties and commence discussions. The engagement plan process is also delineated in the figure below. However, each trigger may necessitate a distinct approach to engagement planning. Generally, each situation will adhere to the step-by-step process outlined below to ensure proper engagement and implementation.



## 2.5 Engagement Plan Frequency

The frequency of engagement will depend on whether any of the triggers (Table 6) have occurred. Some triggers, such as permit amendments or renewals, may occur yearly or monthly. Other triggers, such as project changes, may be seasonal, for example, summer project activity schedules or winter schedules.

## 2.6 Purpose of Engagement Plan

Each trigger will have specific requirements. For example, if there have been amendments to any permits, the project operations would also need to be adjusted to meet the requirements of the amendment. Any such changes will be communicated to all parties involved.

## 2.7 *Engagement Plan Parties*

The parties engaged will vary depending on the type of trigger and the stage of engagement planning.

## 2.8 *Engagement Plan Methods*

Engagement methods will include:

- Emails
- In-person meetings
- Phone Calls
- Postings or publications

# 3. **Follow-Up Reporting**

During engagement activities, Kátł'odeeche First Nation will track comments, concerns or inputs, received relating to a permitted or licensed activity and will provide a summary as detailed in **Table 6** above. To process comments, concerns and input throughout the engagement process, Kátł'odeeche First Nation will endeavour 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 as it ensures that those involved see their input was received, understood, and valued. All Engagement Logs will acknowledge those that participated and will provide an accurate record of the engagement process, and how final decisions were reached.

# 4. **Communicating the Plan**

Effective communication of the Engagement Plan is crucial for the success of the engagement process. Stakeholders should know who to contact for project-related inquiries. Kátł'odeeche First Nation acknowledges the diversity among affected parties and is willing to adapt engagement methods accordingly. Maintaining open communication fosters trust and builds relationships.

# 5. **Implementing the Plan**

The Engagement Plan for Katlodeeche First Nation aims to minimize uncertainty in strategies, method implementation, and expectations for all involved parties. This revised version integrates the principles and recommendations of the Mackenzie Valley Land and Water Board,

reflecting best practices and serving as a proactive document to be executed based on the proposed work plan and timeline.

## **6. Plan Review**

Monitoring and adapting engagement efforts is crucial to ensure their effectiveness and address any changes in the importance of an issue. The evaluation of the engagement process is an integral part of the Engagement Plan, allowing for the identification of strengths and areas for improvement. Kátł'odeeche First Nation and the involved parties will regularly assess the effectiveness of their engagement efforts and make adjustments as needed. Any modifications to the Engagement Plan will be communicated to the Mackenzie Valley Land and Water Board.

# Appendix A

## Distribution List

Organization:	Contact Person:	Email:
Deninu Kue First Nation	Chief Louie Balsillie	<a href="mailto:admin@dkfn.ca">admin@dkfn.ca</a>
Northwest Territory Metis Nation	President- Gary Bailey	<a href="mailto:president.nwtmn@northwestel.net">president.nwtmn@northwestel.net</a>
Town of Hay River	Mayor Jamison	<a href="mailto:sao@hayriver.com">sao@hayriver.com</a>
West Point First Nation	Chief Kenny Cayen	<a href="mailto:chief@wpfn.ca">chief@wpfn.ca</a>
Dehcho First Nation	Director of Lands and Resources– Jessica Jumbo	<a href="mailto:jessica_jumbo@dehcho.org">jessica_jumbo@dehcho.org</a>

# Appendix B

## Engagement Log

Name(s) of representative(s) from Affected Party who participated in Engagement	Dates of Engagement (e.g. list dates or range of dates)	Reason(s) for Engagement (e.g., application for timber harvesting)	Overview of Issue(s) Resolved	Overview of Issue(s) Unresolved	Date	Attendees	Engagement Activity Type (e.g.: written notification, face-to-face, workshop, etc.)	Issue(s) Raised by Affected Party	Proponent Response to issue - indicate if issue(s) was resolved or	Information materials provided to Affected Party (Y/N)	Written correspondence, meeting notes, and/or minutes (Y/N)
DCFN – Grand Chief Herb Norwegian	May 23, 2024	Renewal Quarry Operation					Email w/ KFN Letter			Y	
WPFN – Chief Kenny Cayen	May 23, 2024	Renewal Quarry Operation					Email w/ KFN Letter			Y	
NWTMN – President Garry Bailey	May 23, 2024	Renewal Quarry Operation					Email w/ KFN Letter			Y	
TOHR – Mayor Candance Jamison	May 23, 2024	Renewal Quarry Operation					Email w/ KFN Letter			Y	
DKFN – Chief Louie Balsillie	May 23, 2024	Renewal Quarry Operation					Email w/ KFN Letter			Y	





# Kátł'odeeche First Nation

P.O Box 3060, Hay River Dene Reserve, NT X0E 1G4

Phone: (867) 875-8017

Email [kfnlands@katlodeeche.com](mailto:kfnlands@katlodeeche.com)

May 23, 2024

Dehcho First Nations: [jessica\\_jumbo@dehcho.org](mailto:jessica_jumbo@dehcho.org)

Northwest Territory Metis Nation: [president.nwtmn@northwestel.net](mailto:president.nwtmn@northwestel.net)

WPFN – Chief Kenny Cayen: [chief@wpfn.ca](mailto:chief@wpfn.ca)

TOHR – Mayor Jamison: [townhall@hayriver.com](mailto:townhall@hayriver.com)

DKFN – Chief Louie Balsillie: [admin@dkfn.ca](mailto:admin@dkfn.ca)

**RE: Renewal of MVLWB Land Use Permit MV2017Q0028 Quarry Operation Highway #5  
KM 44.5**

As our current Land Use Permit is expiring on August 31, 2024, this is to advise that Kátł'odeeche First Nation will be applying to the Mackenzie Valley Land and Water Board for an renewal of the Land Use Permit MV2017Q0028 for a Quarry Operation located on Highway #5 KM 44.5 (attached is a map for your reference) The Land Use Permit is for the purpose of accessing and removing gravel to be used for various Community projects. No amendments to the permit are being requested.

If you have any questions or concerns regarding this renewal of MVLWB Land Use Permit, please don't hesitate to contact me @ [kfnlands@katlodeeche.com](mailto:kfnlands@katlodeeche.com) or (867) 875-8017.

Thank you,

*Victoria St Jean*

Victoria St Jean

KFN Lands Director

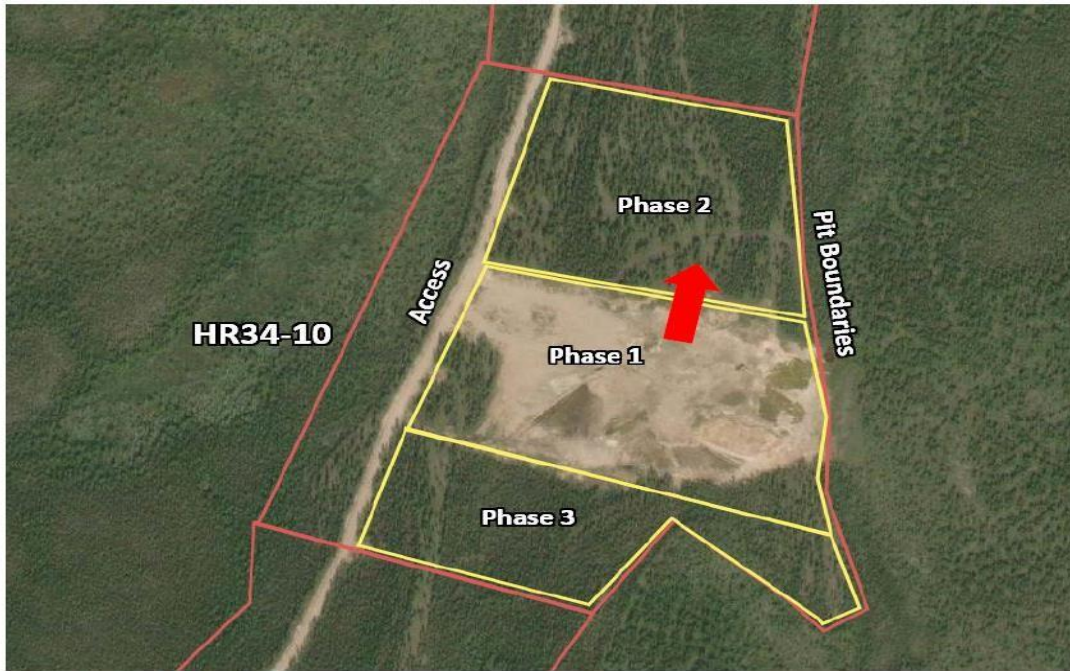


Figure 1: HR34-10 Pit Design

Four Corners of the Land Use Area

NW: 60° 40' 55.0471" N, 115° 05' 52.72701" W  
 NE: 60° 40' 54.0825" N, 115° 05' 43.0324" W  
 SW: 60° 40' 46.4227" N, 115° 05' 59.8337" W  
 SE: 60° 40' 44.7582" N, 115° 05' 40.6763" W



