



PO Box 32, Wekweètì NT X0E 1W0
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#1-4905 48th Street, Yellowknife NT X1A 3S3
Tel: 867-765-4592 Fax: 867-765-4593
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PRE-HEARING CONFERENCE AGENDA

Water Licence Amendment Application	
File Number	W2020L8 - 0003
Company	Crown-Indigenous Relations and Northern Affairs Canada – Contaminants and Remediation Division
Project	Rayrock (Kwetjjaà) Remediation Project
Location	Rayrock, NT
Activity	Miscellaneous, Remediation

Pre-Hearing Conference Information	
Location(s)	<ul style="list-style-type: none"> Virtual via Zoom – to join, please contact Brenda Van Hauvart by email or at (867) 765-4599 for participation details before 12:00 pm (noon) Mountain Standard Time (MST) on Friday November 8th, 2024.
Date(s)	Wednesday, November 13 th , 2024 1:30 pm – 3:00 pm

Participants are encouraged to contact Board staff if they have questions about the information provided below or need assistance while preparing for the Public Hearing.

Purpose:

The purpose of this Pre-hearing Conference is to allow Parties to better understand the hearing process and to provide clarity on the next steps of the proceeding. Board legal counsel will be present, and Parties are encouraged to have their legal counsel attend. Parties should be prepared to discuss the following (if known at this time):

- Any preliminary legal issues or matters of clarification that Parties feel the Board should address before the Hearing;
- A list of topics that will be addressed in their intervention presentation;
- A list of the representatives that will be attending the Hearing, and in what capacity; and
- An indication of approximately how much time will be needed for their intervention presentation.

Please note that no new evidence is to be submitted or introduced at the Public Hearing.



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Agenda:

	TOPICS
1.	Board staff opening comments
2.	Round-table introductions
3.	Hearing details <ul style="list-style-type: none"> - Logistics and representation - Format - Schedule and timelines - Zoom logistics
4.	Procedural and legal details <ul style="list-style-type: none"> - Legal conduct of hearings - Discussion of any identified or potential legal issues
5.	Next steps in process / Review of work plan
6.	General questions



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Logistics for Remote Participation:

Set-up:

- Each participant should prepare and test their video and audio ahead of time to ensure their devices are functioning properly and are fully charged or plugged in.
- Zoom will download automatically when the participant starts or joins the first Zoom meeting and is also available for manual download [here](#). Participants should download the current version of Zoom before the Session to ensure all functions are available.
- For assistance using Zoom, participants can review the following [Zoom Video Tutorials](#).
- To participate only by phone, participants can call one of the Zoom teleconference lines (provided in the Zoom link from Board staff).
- Participants that are experiencing technical difficulties due to poor internet connections can limit videoconference participation to audio only or call in by phone as noted above.
- Each participant is asked to use the following as their screen name: first and last name, followed by the acronym of their respective organization (e.g., Paula Green – GLWB)
 - This can be accomplished by selecting the three dots in the upper right-hand portion of the viewing pane and selecting “rename.”

Etiquette:

- Board staff will guide the discussion and order of speaking. To minimize disruption, participants are asked to follow all instructions and speak when it is their turn. Each organization/participant will be given opportunities to speak.
- If a participant would like to speak or has a follow-up question, they can use the Zoom group chat (visible to everyone) to notify Board staff, who will add them to the speaking order.
- To minimize background noises and feedback, participants should always keep their microphone/headset muted when not speaking. Participants should **only unmute when the facilitator has indicated it is their turn to speak**.

Technical Difficulties:

- In the event of a disruption to the session or technical difficulties, Board staff will contact the representative of each organization by cell phone, text, or e-mail to communicate the contingency plan if necessary.
- If a participant is having technical difficulties, they should notify the representative of their organization. The representative should contact Board staff directly, or by using the chat option of Zoom.