

#### INFORMATION AND PUBLIC CONSULTATION PROCEDURE

Section 23 of the James Bay and Northern Québec Agreement and chapter II of the Environment Quality Act provides the KEQC the opportunity to adopt guidelines to govern public participation in the environmental and social impact assessment and review procedure for projects occurring within its jurisdiction.

Based on almost twenty years experience, the present guidelines are designed and adopted to the types of projects and specific needs of Northerners.

### Nature of the procedure

Public participation consists of information sessions and public consultation sessions. Information sessions provide the proponent the opportunity to explain the project and answer questions from the public. Public consultation is intended to gather the opinions of individuals, groups and communities with the respect to the proposed project for presentation to the KEQC. In the experience of the Commission, a period of at least thirty (30) days between the information sessions and the public consultation sessions is required to allow interested parties sufficient time to discuss the information provided by the proponent and to establish their positions with respect to the project. In complex projects this period may be extended by the Commission. In projects that are well understood by the Community, and only with the agreement of that community, the information and consultation periods may be combined.

Projects that require the information and public consultation procedure will be decided by the KEQC based on their importance and potential social and environmental impacts.

The KEQC will seek the advice of all parties concerned and, should the public consultation procedure be required, will determine the scope of the consultation and those individuals and groups that will be invited to participate. Any and all interested individuals, groups and communities may, on their own initiative, make written representations to the KEQC with respect to projects submitted to it.

Information sessions and public consultations shall be open to individuals and groups wishing to express their opinions, make suggestions about the project or to present a position paper. Observers are welcome at all times.

Information sessions and public consultations shall be held in a central place or places accessible to the concerned population. Costs associated with attendance shall be assumed by participants.

Information sessions and public consultations shall take place in Inuttitut, Naskapi, French or English. If necessary, simultaneous translation shall be made available.

The proponent shall be responsible for disseminating, at their expense, information concerning the proposed project and for organizing all information sessions. The KEQC is responsible for public consultations.

# Course of the procedure

## **Initial steps**

The KEQC shall advise the Administrator of its decision to initiate an information and public consultation procedure, indicating the schedule and the time required to complete the process.

The KEQC shall announce its intention to hold information sessions and public consultations, using the appropriate media. The KEQC will circulate this notice in the municipalities affected and transmit it to the Kativik Regional Government. In the notice, the KEQC shall invite interested individuals or groups to make known their intentions to participate in the information sessions or consultations and, if necessary, to make representations with respect to the project.

The KEQC may decide not to hold the information sessions and public consultations should little or no interest be evident. This possibility will be communicated to the



communities, groups and individuals concerned to making a final decision to cancel the procedures.

#### Documentation

The proponent shall provide the KRG, the municipalities and the general public appropriate documentation concerning the proposed project. The KEQC Secretariat shall answer requests for information concerning the information sessions and the public consultations, and forward to the proponent requests for information concerning the proposed project.

The project file submitted by the proponent shall consist of the document forming the environmental impact studies and any other document that the KEQC shall deem useful. A summary in English and Inuttitut or Naskapi of the project description and the environmental impact studies shall be made available by the proponent. In order to meet the requirements of the Act respecting access to document held by public bodies and the protection of personal information, the proponent will place in a separate document any information which may be confidential or detrimental to its commercial interests.

#### Information sessions

The KEQC shall decide upon the procedures for the information sessions after having consulted with the proponent, the Kativik Regional Government and the communities concerned.

The KEQC may designate members and/or the secretary as its respective for the information sessions.

The proponent shall submit a summary report on each information session. Prior to public consultation, these reports shall be transmitted to the KEQC, the Administrator, the Kativik Regional Government and the municipalities affected by the proposed project.



#### **Public consultations**

Upon request, the secretary of the KEQC may meet with interested individuals, groups or municipalities to advise them, on the technical aspects of preparing their participation.

The KEQC shall decide where the public consultations will be held. Priority shall be given to the persons, groups and communities most directly affected by the project.

The proponent shall attend the public consultations and, if necessary, provide additional information requested by the KEQC that is deemed relevant to the procedure. (This information shall be provided in a timely manner)

The KEQC may hear any person, including the proponent, in order to clarify information or facts raised during the public consultation sessions.

Participants must register at the beginning of each session, and the secretary shall keep a register. The right to speak may however be given to any person who will then register following his/her intervention.

The KEQC shall prepare a report on the public consultations to be attached to the recommendation it transmits to the Administrator. The report shall be made available on request.

Individuals, groups or communities interested in filing a position paper must send three copies to the KEQC Secretariat at least seven day before the beginning of the public consultations.

### **Briefs**

If accepted by the KEQC, position papers of oral representations made by individuals during the public consultations may be sent to the Secretariat no more that ten days after the end of the consultations. All position papers shall be made public.



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