

Fuel Spill Contingency Plan
Gwich'in Camp
2008



Updated March 2015

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Gwich'in Tribal Council Environmental Policy

Policy

The Gwich'in Tribal Council appreciates that the Canadian Environment and Northwest Territories provides us with a unique ecosystem in which we can enjoy our lives, make our living, and raise our families. We recognize a corporate and individual responsibility to minimize the environmental impacts of our business, and acknowledge an obligation in terms of industry stewardship of the air, land, and water resources of the Gwich'in Settlement Region.

Purpose

To provide sound ecological business practices which will prevent damage to, preserve, and enhance our working and recreational environment today and that of our future generations of tomorrow.

Method

The reduction of waste, though the reuse and recycling of products, both benign and harmful is a cornerstone of the Gwich'in Tribal Council's Environmental Management System. Substitution of products, which because of their very nature pose a threat to our environment, will be accomplished wherever feasible.

Where not feasible the Gwich'in Tribal Council personnel will be trained to minimize the substances impact on the environment in terms of controlled use and uncontrolled release.

Accountability

Management is committed to assuring that products and processes, which have the potential to cause an adverse effect on our environment, are used, stored, handled, and disposed of in a legislatively compliant manner.

The Gwich'in Tribal Council employees will be trained, in the potential effects of substances they use in routine and extraordinary handling procedures and processes, to assure the personal safety of that of the environment.

Goal

The Gwich'in Tribal Council goal is to operate our business in an Environmentally Responsible manner, in compliance with all federal and territorial regulatory requirements.

Document Purpose and scope

The purpose of this plan is to outline response actions for potential spills of any size, including a worst case scenario for the Gwich'in Tribal Councils' Wellness Camp. The plan identifies key response personnel and their roles and responsibilities in the event of a spill, as well as the equipment and other resources available to respond to a spill. It details spill response procedures that will minimize potential health and safety hazards, environmental damage, and clean-up efforts. The plan has been prepared to ensure quick access to all the information required in responding to a spill.

This Fuel Spill Contingency Plan is presented to all staff during their on-site orientation sessions. All employees and contractors are aware of the locations of the plan at the Wellness Camp. All employees and contractors are shown where spill kits are stored, are aware of their contents and are trained in using spill equipment and responding to spills. The company is committed to keeping personnel up to date on the latest technologies and spill response methods.

Project description

The Wellness Camp will be utilized as a wellness/healing camp, providing programs and services to the people in the Beaufort Delta. The spirit and focus of many of these programs will incorporate *on the land* activities. When not providing wellness programs the Wellness Camp will also be used for meetings, conferences and seminars to various organizations. The Camp Maintainer will be on site 24 hours a day when programs and activities are taking place and eight hours a day five days a week during non program times. Permits and licenses are in place for the day to day running of this facility. The Wellness Camp hopes to operate year round, reducing activities substantially during freeze-up and break-up.

Site description

The Wellness Camp is located approximately 15 km from Inuvik down the East Branch of the Mackenzie River. Its coordinates are: longitude 68 16 02 N and latitude 133 46 20 W. It is a remote area, with no adjacent communities or inhabitants, however there are a number of bush camps in the surrounding area. Thus the people immediately affected by a potential spill are employees, clients, visitors and service personnel.

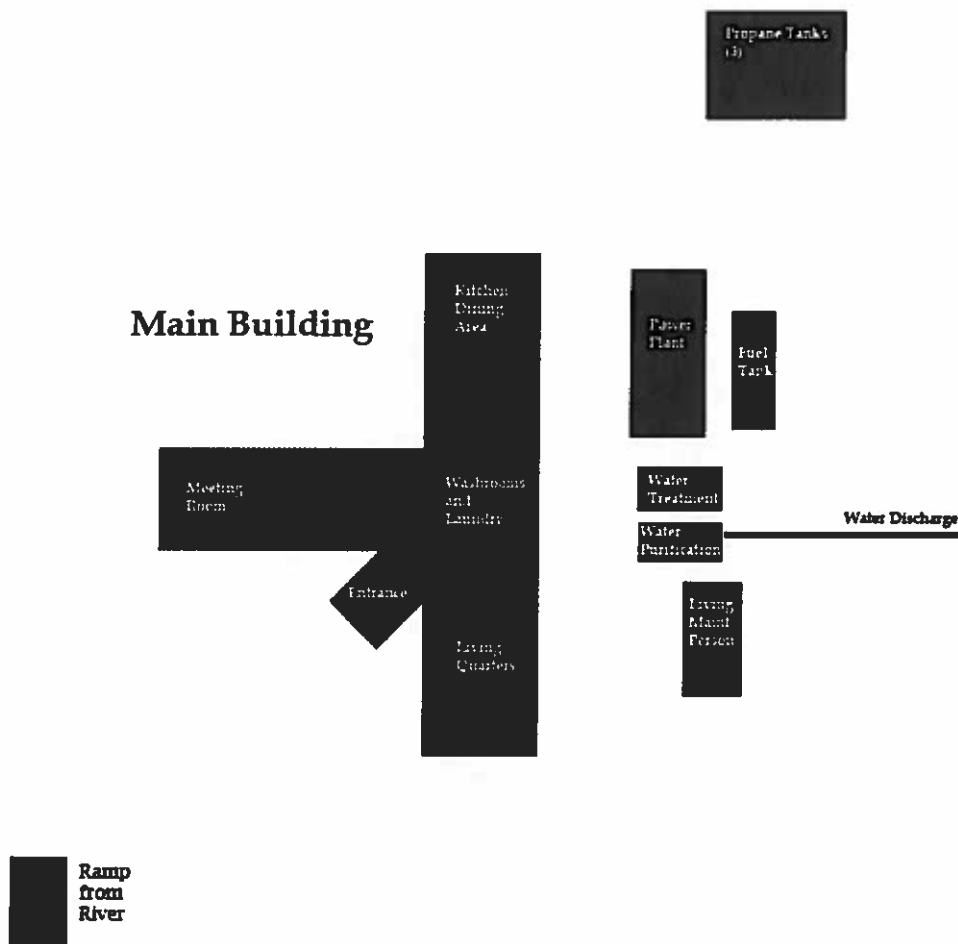
The site consists of five building located on one hectare of Gwich'in private land.

- The main building (approx. 400 M2) contains a meeting room, a kitchen/dining room, living quarters (12 rooms) and washroom, shower and laundry facilities.
- The Power Generating Plant (approx. 60 M2) contains the power generator and a 35, 000 litre (7,700 gallons) double hulled Enviro-Tank on the outside for diesel fuel.
- The Drinking Water Treatment Plant (DWTP) (approx. 30 M2) contains the water treatment system. Treated water will be trucked from the Town of

Inuvik to the camp from the end of November to April and water will be pumped from the East Branch of the Mackenzie River from June until the end of November when water can once again be trucked into camp. A potable water sample will be taken weekly from the kitchen area and will be taken immediately to the hospital lab for analysis.

- The Waste Water Treatment Plant (WWTP) (approx. 30 M2) contains the water purification system. Waste water will be treated and deposited onto the land approximately twenty-five (25) metres to the east of the plant. When the solids (sludge) tank reaches capacity it will be emptied by a contracted company and transported to the Town of Inuvik via the ice road. An effluent sample will be taken weekly and will be taken immediately to the hospital lab for analysis.

Map of Gwich'in Camp



Types of contaminants and storage

Material	Storage Container	Normally On-Site	Maximum On-Site	Storage Location and Uses
Diesel Fuel	Enviro-Tank 35,000 litre	20,000 litres	35,000 litres	Used to power the generator
Propane	(3) 4,500 litre (1,000 gallon) propane tanks	8,000 litres	13,500 litres	Used for stoves and ovens in the kitchen.
Gasoline	(1) 5 gallon jerry can	23 litres	23 litres	Used to run small engines (i.e. chainsaw)

Diesel Fuel

Diesel fuel is used to power the generator and is stored in a 35,000 litre (7,700 gallons) Enviro-Tank with 110% secondary containment (ULC-S653-94) which is located adjacent to the power generating plant.



The diesel fuel will be hauled from Inuvik as required on the ice road soon after freeze-up in November and before break-up in April. Periodically, as use will determine, diesel will have to be barged to the camp.

Propane

Propane is used for the stoves and ovens in the kitchen and is stored in three (3) 4,500 litre (1,000 gallons) propane tanks.

The propane is stored in three (3) 4,500 litre tanks north of the main buildings and will be filled in April, and then again in November via vehicles using the ice road. See attached map and photo below.



Propane Tanks

Gasoline

Gasoline is used for operating small engines and is stored in a shed along the river away from the buildings and equipment.

Refueling

- The diesel and propane tanks will be refuelled each December as soon as the winter road from Inuvik to the Wellness Camp is constructed, and will be topped off before the end of April for the summer.
- The diesel fuel truck will be 7,000 litres (1,500 gallons) capacity or larger depending on the ice road capacity and the propane trucks will be 4,500 litre (1000) capacity.
- From time to time it will be necessary to barge diesel to the camp.
- Gasoline will be transported to the site as required. It is estimated that not more than 23 litres (5 gallons) of gasoline will be kept on site at any one time.



Existing preventative / training measures

Along with the preventative measures outlined below, we believe adequate training of staff and contractors is paramount. The Camp Maintainer will have taken the MDSRC Spill Response Course, both summer and winter courses.

All hazardous materials are unloaded by trained personnel and carefully placed in fuel storage areas.

There are three (3) spill kits stored on site-one large (comprehensive) and two smaller. Portable drip trays and appropriately sized fuel transfer hoses are utilized when refuelling, to avoid any leaks/drips onto the land.

The Camp Maintainer conducts daily visual inspections to check for leaks or damage to the fuel storage containers, as well as for stained or discoloured soils around the fuel storage areas.

Spill Response

Preliminary Requirements

- A copy of Fuel Spill Contingency Plan shall be readily available on site or at an accessible location during all Camp operations
- Material Safety Data Sheets (MSDS) for each hazardous chemical that will be utilized at the Camp shall be readily available on site during all field operations
- All vehicles/equipment will be equipped with spill kits and shovels. Spill kits, at a minimum, will include Sorbent pads or equivalent absorbent material, shovels (non-sparking), and an adequate means for containment of contaminated material (e.g. impermeable tarps, barrels)
- Suitable communication equipment and all emergency numbers will be posted in conspicuous locations and otherwise readily available prior to commencement of all activities.

Spill Reporting

The size of the spill will determine how the spill is reported. If the spill exceeds the threshold quantity listed as *Minor* below, the Camp Maintainer will complete the Northwest Territories (NWT) Spill Report Form (see attached) and then immediately report the spill to: NWT 24 Hours Spill Report Line 1-867-920-8130

Minor	-less than 100 litres (22 gallons)
Major	-more than 100 litres (22 gallons)

Emergency -more than 1,000 litres (220 gallons)

After the initial response, the Camp Maintainer will prepare a spill report, which includes: the location of the spill (with GPS coordinates), the type of spill, cause of spill, clean-up, and reclamation procedures undertaken. This report together with the initial NWT Spill Report Form completed immediately after the spill occurred, will be sent to the local regulatory agencies.

The appropriate territorial disaster services and the local R.C.M.P. shall be notified if a risk to the public exists.

The necessary equipment and personnel shall be mobilized and measures implemented to stop the source of the spill and commence clean up.

Initial Response

In the event that a spill exceeds any of the threshold quantities listed the Camp Maintainer will complete the Northwest Territories (NWT) Spill Report Form (see Figure 11-1) and then immediately report the spill to:

NWT 24 Hour Spill Report Line (867) 920-8130

Note: For fuel or hydraulic spills, the threshold for reporting is 100 litres.

In the event of a spill or a release of material, the first person on the scene will:

- Shut off the source of the spill if possible
- Immediately obtain the assistance of others and begin to assess and contain the spill
- If possible, without further assistance, control danger to human life (i.e. remove ignition sources) without endangering one's self
- Identify the material spilled, assess material information and implement appropriate safety procedures
- Assess the hazards and exposures to personnel in the vicinity of the spill
- Notify the Wellness Camp Executive Director
- Gather and periodically report information on the status and the nature of the release event

General Spill Containment Procedures

- Identify the contaminant, stop the source of the spill, and when safe, immediately implement containment measures to limit the spread of the spill and to reduce the impacts to the environment
- A shallow depression will be excavated or a surface berm constructed in the path of the flowing product to stop and contain the flow.
- Sorbent materials will be utilized to contain and recover spilled material

Heavily contaminated soil and vegetation, as well as used sorbent material, will be collected, contained and disposed of at an approved hazardous waste treatment facility

- Traffic will be reduced in and around contaminated areas
- All attempts will be made to restrict the movement of wildlife near the area affected by the spill
- Remediation and final clean-up will be conducted until the spill and immediate location has been completely reclaimed to an equivalent capability prior to the incident.
- The appropriate environmental regulatory body will make the determination of whether or not the spill has been appropriately cleaned up

Spills Adjacent to or into a Water Body

- Berms or trenches will be constructed to contain spilled products from entering into a water body
- Spilled materials will be recovered as quickly as possible
- If spilled material enters an open water body, booms, skimmers and sorbent pads will be deployed, if feasible, to contain and recover the spilled material
- Contaminated areas, including downstream shorelines, will be cleaned up in consultation with spill response specialists and the appropriate government agencies

Spot Spills

- The appropriate environmental specialist will be contacted soon after a spot spill to determine appropriate methods to remove or restore contaminated soils. Since impacts from small spills can generally be reduced if immediate action is taken, all small spot spills will be cleaned up immediately
- Activities in the immediate vicinity will be suspended until the appropriate environmental specialist grants permission to resume
- Heavily contaminated snow or removed contaminated materials will be incinerated, if safe to do so, or disposed of at an approved waste facility
- Locations where spot spills have occurred will be flagged and the location (with GPS coordinates) recorded by the Environmental Inspector. Flags will be removed once reporting is complete
- The Camp Maintainer will document and report all details pertaining to the incident

Spill Kits

All sub contractors' vehicles and equipment will be equipped with a spill kit. The Gwich'in Camp will have on site:

- one comprehensive Spill Kit (barrel) and two small Spill Kits
- safety gloves and goggles
- shovel and fire extinguisher

EMERGENCY CONTACT LISTS

Agency	Phone	Fax
Gwich'in Tribal Council	(867) 777 7900	(867) 777-7919
NWT/NU 24h Spill Report Line	(867) 920-8130	(867) 873-6924
GNWT Environment & Natural Resources	(867) 678-6650	(867) 678 6651
GNWT Department of Lands	(867) 777-8900	(867) 777-2090
Gwich'in Land and Water Board	(867) 777-6621	(867) 777-2304
Inuvik Fire Department	(867) 777-2222	
Inuvik RCMP	(867) 777-1111	
Inuvik Regional Hospital	(867) 777-8000	



Canada

NT-NU SPILL REPORT

OIL, GASOLINE, CHEMICALS AND OTHER HAZARDOUS MATERIALS

NT-NU 24-HOUR SPILL REPORT LINE

TEL: (867) 920-8130

FAX: (867) 873-6924

EMAIL: spills@gov.nt.ca

REPORT LINE USE ONLY

A	REPORT DATE: MONTH - DAY - YEAR		REPORT TIME		<input type="checkbox"/> ORIGINAL SPILL REPORT OR <input type="checkbox"/> UPDATE # _____ TO THE ORIGINAL SPILL REPORT	REPORT NUMBER
	B OCCURRENCE DATE: MONTH - DAY - YEAR		B OCCURRENCE TIME			
C	LAND USE PERMIT NUMBER (IF APPLICABLE)			WATER LICENCE NUMBER (IF APPLICABLE)		
D	GEOGRAPHIC PLACE NAME OR DISTANCE AND DIRECTION FROM NAMED LOCATION				REGION <input type="checkbox"/> NWT <input type="checkbox"/> NUNAVUT <input type="checkbox"/> ADJACENT JURISDICTION OR OCEAN	
E	LATITUDE			LONGITUDE		
	DEGREES	MINUTES	SECONDS	DEGREES	MINUTES	SECONDS
F	RESPONSIBLE PARTY OR VESSEL NAME		RESPONSIBLE PARTY ADDRESS OR OFFICE LOCATION			
G	ANY CONTRACTOR INVOLVED		CONTRACTOR ADDRESS OR OFFICE LOCATION			
H	PRODUCT SPILLED		QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES	U.N. NUMBER		
	SECOND PRODUCT SPILLED (IF APPLICABLE)		QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES	U.N. NUMBER		
I	SPILL SOURCE		SPILL CAUSE	AREA OF CONTAMINATION IN SQUARE METRES		
J	FACTORS AFFECTING SPILL OR RECOVERY		DESCRIBE ANY ASSISTANCE REQUIRED	HAZARDS TO PERSONS, PROPERTY OR ENVIRONMENT		
K	ADDITIONAL INFORMATION, COMMENTS, ACTIONS PROPOSED OR TAKEN TO CONTAIN, RECOVER OR DISPOSE OF SPILLED PRODUCT AND CONTAMINATED MATERIALS					
L	REPORTED TO SPILL LINE BY	POSITION	EMPLOYER	LOCATION CALLING FROM	TELEPHONE	
	M ANY ALTERNATE CONTACT	POSITION	EMPLOYER	ALTERNATE CONTACT LOCATION	ALTERNATE TELEPHONE	
REPORT LINE USE ONLY						
N	RECEIVED AT SPILL LINE BY	POSITION	EMPLOYER	LOCATION CALLED	REPORT LINE NUMBER	
		STATION OPERATOR		YELLOWKNIFE, NT	(867) 920-8130	
LEAD AGENCY <input type="checkbox"/> EC <input type="checkbox"/> CCG <input type="checkbox"/> GNWT <input type="checkbox"/> GN <input type="checkbox"/> ILA <input type="checkbox"/> INAC <input type="checkbox"/> NEB <input type="checkbox"/> TC			SIGNIFICANCE <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> UNKNOWN		FILE STATUS <input type="checkbox"/> OPEN <input type="checkbox"/> CLOSED	
AGENCY	CONTACT NAME		CONTACT TIME	REMARKS		
LEAD AGENCY						
FIRST SUPPORT AGENCY						
SECOND SUPPORT AGENCY						
THIRD SUPPORT AGENCY						