



Mackenzie Valley Land and Water Board
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October 9, 2014

File: MV2009L3-0025

Mr. Alan Harris
Manager, Municipal Operations
Hamlet of Fort Liard
General Delivery
FORT LIARD NT X0G 0A0

Email: mws@fortliard.com

Dear Mr. Harris:

2013 Annual Water Licence Report

The Mackenzie Valley Land and Water Board (the Board) met on October 9, 2014 and reviewed the 2013 Annual Report in accordance with Part B, item 1 of Water Licence (Licence) MV2009L3-0025. The Board hereby accepts the Annual Report as submitted.

However, in the preparation of future Annual Reports, the Board requests that the Hamlet take the following recommendations into consideration.

The Board would like to remind the Hamlet of Fort Liard to include all the items listed in Part B, Item 1 of Water Licence MV2009L3-0025.

The Board would also like to remind the Hamlet of Fort Liard to include all data from Surveillance Network Program (SNP) stations and sampling events in tabular format as per Part B, Item 1.d) of the Water Licence.

To assist in the development of Annual Reports, the Board has developed templates for the Annual Report and for the tabular summary of SNP results. These templates have been developed to address the requirements outlined in the Water Licence and are intended to support the Hamlet in developing Annual Reports that meet Water Licence reporting requirements. These templates are included as attachments to this letter.

The Board requests that the Hamlet of Fort Liard work with a Water Resource Officer to clarify the sampling location and timing for SNP station 1478-7. The sampling location for station 1478-8 should also be clarified. This information should be submitted by the Hamlet to the Board for approval by **June 30, 2015**.

The full cooperation of the Hamlet of Fort Liard is anticipated and appreciated. If you have any questions or concerns, please contact Miki Ehrlich at (867) 766-7469 or email mehrich@mvlwb.com.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'W. Hagen', with a stylized flourish at the end.

Willard Hagen
MVLWB Chair

Attachments: Annual Report template
Surveillance Network Program reporting template

Copied to: Carl Lafferty, Superintendent Dehcho Region, Environment and
Natural Resources
Distribution List

Municipal Water Licence Annual Report

Hamlet of Fort Liard
Licence #: MV2009L3-0025
Reporting year: _____
Expires: February 29, 2020

The Licensee shall file an Annual Report with the Board not later than March 31st of the year following the calendar year reported which shall contain the following information:

1. Water Usage

Licensed Water Volume Withdrawal: 40,000 m³

Total volume withdrawn for reporting year: _____ m³

Table 1 – Monthly & Annual withdrawal volumes pumped

Month	Volume from main source (m ³)	Volume from any other source (m ³)	TOTAL Volume (m ³)
January			
February			
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
TOTALS			
% Increase/decrease from previous year			

Reasons for increase / decrease:

Reasons for exceeding the annual licenced withdrawal volume (if applicable):

General information:

Information regarding any modifications to the water withdrawal procedure or facilities should be included here. If necessary please attach any relevant reports to the end of this document.

2. Solid Waste Disposal

Approximate total yearly volume of solid waste deposited: _____ m³

Table 2 – Monthly solid waste disposal volumes

Month	Volume of solid waste deposited (m ³)
January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
TOTALS	
% Increase/decrease from previous year	

GNWT – MACA has provided a standard formula for estimating the amount of solid waste deposited into a Solid Waste Facility in the absence of a metered Garbage Truck. The following can be used: **Volume per person per day X number of days X population**

e.g. **0.015 m³ X 30 days X 860 people = 387 m³** of domestic trash deposited into Solid Waste Facility in a 30 day month

Reasons for increase / decrease: (e.g. an industrial project close to the Hamlet of Fort Liard, or a large influx of people into town)

General information:

Information regarding any agreements with outside organizations to be a waste receiving facility should be outlined here along with an estimate of the amount and type of waste to be received.

3. Waste Deposited to Primary Sewage Cells

Table 3 – Monthly waste volumes deposited

Month	Volume of waste deposited (m ³)				
	Pumper Truck	Piped	WTP sludge	WTP backwash	TOTAL
January					
February					
March					
April					
May					
June					
July					
August					
September					
October					
November					
December					
TOTALS					
Is this an estimated volume? (yes/no)					
% Increase/decrease from previous year					

To calculate monthly sewage waste deposited to the Primary Lagoon, please provide the above information if metered information is available. If metered information is not available, please fill in the table using the corresponding TOTAL water volumes from Table 1. This provides estimation only and equals water in/sewage out. WTP = Water Treatment Plant.

Reasons for increase / decrease: (eg.: an industrial project close to the Hamlet of Fort Liard, or a large influx of people into town)

Has any sludge been removed from the primary sewage cells during this reporting year? If so, what volume of sludge was removed? What testing was completed on the sludge and where it was disposed of? Please provide documentation for testing and ENR Water Licence Inspector approval of placement.

Was there any decanting this reporting year? Please provide dates. What was the decant duration and the approximate volume decanted? As this is a Surveillance Network Program (SNP) site, the resulting testing is to be presented as part of the tabular SNP data to be provided as per the Water Licence [Part B(1)(d)].

4. Problems, modifications or repairs completed during the year on water supply and waste disposal facilities

Include any work done to infrastructure for all facilities completed during the year in this section. This includes any changes, repairs and modifications. If any problems occurred during the year, please note them here. If there are no changes, make note of that. If required please attach any as-built drawings or reports as an appendices to this report.

5. Surveillance Network Program Data

Surveillance Network Program (SNP) information is to be submitted in a tabular format and shall indicate date of testing, parameters tested for and any other information requested by the ENR Water Licence Inspector or the MVLWB. This section can be completed separately on an Excel worksheet – see attached MVLWB excel template. All lab results should be attached to the summary.

6. Unauthorized discharges

List any unauthorized discharges here including any spills, how and when they were reported, and how they were cleaned up. Please attach copies of spill reports, correspondence with the ENR Water Licence Inspector or any other pertinent documentation as an appendices to this report.

7. Spill Training and Communications Exercises

List any spill training and communications exercises that have been carried out including courses on spills prevention, waste management, SNP sampling, etc.

8. Abandonment and restoration

Include any abandonment and restoration details here including any work anticipated to be completed during the next year. If required please attach any as-built drawings or reports as an appendices to this report.

9. Studies requested by the Board

If the Board has requested that specific studies be completed, include details of the plan in this section with a summary of the outcome. Include any attachments with the submission of the Annual Report.

10. Updates or revisions to approved plans

Details on any changes to approved plans such as the Operations and Maintenance Plan, the Closure and Reclamation Plan, the Spill Contingency Plan, or any other that is specific to this Municipal Water Licence. Please attach documents as appendices to this report.

11. Sewage deposited by remote camp and liquid waste haulers

The annual quantity of all sewage deposited by each remote camp and liquid waste hauler into the Sewage Disposal Facilities.

12. Other Information

- Include any other details on Water Use or Waste disposal requested by the Board by November 1 of the year being reported;
- Include all correspondence between the Inspector and the Licensee.
- Include any other information here that may be valuable to the MVLWB.
- Include details on upcoming studies that will be completed.
- Please include any non-compliance items identified in the ENR Water Licence Inspection report and detail how the Hamlet of Fort Liard is addressing them.
- If there is any contaminated soil piles currently in use (land farming), please list the details of containment, remediation and progress in this section.
- Please identify any on-going compliance issues for the Hamlet of Fort Liard. This can facilitate discussions to resolve the issues.