

Appendix D

Spill Contingency Plan

**Geotechnical Drilling Program
Spill Contingency Plan**

Prepared for:
Mackenzie Valley Land and
Water Board

March 15, 2019

**GEOTECHNICAL DRILLING PROGRAM
SPILL CONTINGENCY PLAN**

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GEOTECHNICAL DRILLING PROGRAM SPILL CONTINGENCY PLAN

Introduction
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1.0 Introduction

This Spill Contingency Plan (SCP) has been developed for use by Stantec Architecture Limited (Stantec) and drilling contractor, Northtech Drilling, during the proposed geotechnical drilling project in Fort Providence, NWT. Project activities to be undertaken at the sites in Fort Providence include clearing of access trails, mobilization of the drill, drilling of boreholes in soil and collection of soil samples from the boreholes; backfilling of boreholes and demobilization.

The purpose of this SCP is to provide a guide to all site personnel in the event of an accidental release of fuel or other hazardous materials during the Project. The SCP provides the protocols for personnel to follow in response to a spill. All persons involved with the Project should read and be familiar with the SCP. To be effective, it is important that all personnel are familiar with their responsibilities and steps to take in the event of a spill. Personnel should not read the SCP for the first time during an emergency.

This SCP has been developed for the Project and regulatory approvals in accordance with the Guidelines for Spill Contingency Planning prepared by Indian and Northern Affairs Canada (INAC) (2007) and the *Spill Contingency Planning and Reporting Regulations* issued under the *Environmental Protection Act*.

1.1 EFFECTIVE DATE

The SCP will be in effect between March 2 and March 16, 2020.

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Project Details
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2.0 Project Details

The geotechnical drilling program will be undertaken at two sites within the Hamlet of Fort Providence as described in the land use application. Land use activities at the sites will involve the following activities:

- Clearing of vegetation to allow access
- Mobilization of the drill rig to the sites
- Drilling of boreholes and collection of soil samples
- Backfilling of boreholes with drill cuttings
- Demobilization of the drill rig

Activities are proposed to occur between March 2 and March 16, 2020. A Foremost B-47 drill rig will be used to drill the boreholes. A service truck accompanying the drill rig will include a tidy tank to refuel the drill on site. Drilling activities will be conducted during daylight hours, between 8:00 and 6 pm daily.

2.1 POTENTIAL CONTAMINANTS

Contaminants, or potential contaminants involved in the proposed activities include:

- Fuels – diesel
- Lubricating oils and grease

Drilling fluids will not be used in the drilling operation. Estimated fuel and other contaminant volumes and containment methods are presented in Table 2-1.

Table 2-1 Estimated Contaminant Volumes

Type of Fuel and Total Estimated Volume	Capacity of Containers (L)	Number	Containment Type
Diesel Fuel (200 L) ¹	200	1	"Tidy Tank" in service truck.
Oils and Grease	22	2	Pail stored in service truck

NOTES:
¹ the Service Truck will onboard fuel from commercial fuel suppliers in Hay River or Yellowknife.

Table 2-2 identifies the anticipated heavy equipment to be used during the site activities.

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Project Details
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Table 2-2 Anticipated Equipment Required for Fort Providence Geotechnical Program

Equipment	Number	Weight
B-47 Foremost Drill	1	11,000 kg
Pickup truck	2	2,000 kg

Spills may result from any of the following occurrences:

- Leaks or ruptures of fuel storage tanks
- Valve or line failure in vehicles or heavy equipment
- Heat expansion due to overfilling or improper storage
- Vehicular accidents
- Spills during fuel transfer

2.2 SPILL PREVENTION

Stantec, a company with considerable experience in field programs, drilling, spill response and remediation in northern and other environments will manage execution of the field program. Northtech Drilling will complete the drilling of boreholes.

The most likely scenarios under which a spill could occur during the Project would be leakage or line failure from the drill or service truck, spilling during fuel transfer or vehicular accident. The likelihood of a major spill is negligible as large quantities of contaminants will not be present within the Site.

Primary spill prevention measures include:

- All Project workers will receive orientation and training on the SCP and Health and Safety Plan prior to beginning work
- Site workers will participate in daily Health, Safety and Environment tailgate meetings before beginning each work day to review risks and identify safe work practices
- All potentially hazardous materials will be stored at a designated storage area more than 100 m from the high-water mark of any waterbody
- An emergency spill response kit will be kept on site, its location will be made known to all site workers
- Spill mats and/or drip pans/ trays will be placed under all mobile fueling containers and under equipment when not in use
- All equipment used for operations will be in good working order and free of leaks
- Regular inspection and maintenance will be conducted for all heavy equipment and vehicles, including fuel transfer hoses and fuel/oil lines
- Drips will be cleaned up immediately
- All vehicles and heavy equipment will be equipped with fire extinguishers.

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Response Organization
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3.0 Response Organization

Stantec will manage execution of the Project. Northtech Drilling will be contracted to undertake the drilling.

Whenever a spill is identified, the Drilling Contractor site representative and Stantec site representative will be contacted as soon as possible. The Stantec Project Manager also needs to be contacted. Contact information for the Stantec representatives and Drilling Site Contractor is provided in Table 3-1 below.

Table 3-1 Spill Contingency Contacts for Fort Providence Geotechnical Program

Northtech Contact Information	Stantec Contact Information
<p>Bryson Cochrane Operations Manager</p> <p>NorthTech Drilling 104 Falcon Road Yellowknife, NT X1A 0G8</p> <p>Phone: (867) 765-0002 Cell: (867) 765.8075 Email: bryson@northtechdrilling.com</p>	<p>Steffen Karl Geotechnical Engineer P.O. Box 1777 4910 – 53rd Street dYellowknife, NT X1A 2P4</p> <p>Phone: 867-920-2882 Cell: 780-239-8710 Fax:867-920-4319 Email: steffen.karl@stantec.com</p>
Stantec Project Manager Contact Information	
<p>Arlen Foster Project Manager P.O. Box 1777 4910 – 53rd Street Yellowknife, NT X1A 2P4</p>	<p>Telephone: 867-920-2882 x 249 Cell:867- 446-0568 email: Arlen.foster@stantec.com</p>

GEOTECHNICAL DRILLING PROGRAM SPILL CONTINGENCY PLAN

Initial Actions
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4.0 Initial Actions

The following actions should be taken by the first person(s) who identifies a spill:

1. Be alert and consider your safety and the safety of others around you.
2. If possible, identify the spilled contaminant.
3. Assess the hazard to persons in the area of the spill.
4. If possible, without further assistance, control any danger to human life or the environment.
5. Assess whether the spill can be readily stopped or brought under control.
6. If safe to do so, and if possible, try to stop the spillage of contaminants.
7. Gather information about the status of the situation.
8. Report the spill immediately to the Drilling Contractor Site Representative or the Stantec Site Representative who will report the spill to the 24-Hour Emergency Spill Report Line – **867-920-8130**. (See Appendix A for Spill Report Form and Appendix B for Reportable Spill Volumes)
9. Resume any effective action to contain, clean up or stop the flow of spilled contaminant. See Section 6.2 for more information on spill response procedures.
10. Inform the Stantec Project Manager of the nature and status of the spill.

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Reporting Procedure
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5.0 Reporting Procedure

All spills or potential spills of contaminants must be reported to the 24-hour Northwest Territories – Nunavut (NT-NU) 24-Hour Spill Report Line to ensure that an investigation may be undertaken by the appropriate government authority. Reporting of any spills associated with the Project should be completed by the Stantec Site Representative or the Drilling Contractor Representative. The Stantec Project Manager should be informed following the reporting of the spill to the Spill Line.

TO REPORT A SPILL:	
1.	Fill out the NT-NU Spill Report Form (Appendix A of this SCP) as completely as possible before calling in the spill report.
2.	Contact the 24-HOUR EMERGENCY SPILL REPORT LINE 867-920-8130
3.	Where fax is available, fax the completed NT-NU Spill Report Form to 867-873-6924 . Alternatively, if email is available, email the completed NT-NU Spill Report Form to spills@gov.nt.ca

Any person reporting a spill is required to give as much information as possible; however, reporting of a spill should not be delayed if all of the necessary information is not known. Additional information can be provided later. According to the *Consolidation of Spill Contingency Planning and Reporting Regulations*, as much of the following information should be reported during the initial spill report:

- Date and time of spill
- Location of spill
- Direction spill is moving
- Name and phone number of a contact person close to the location of the spill
- Type of contaminant spilled and quantity
- Cause of spill
- Whether spill is continuing or has stopped
- Description of existing contaminant
- Action taken to contain, recover, clean up, and dispose of spilled contaminant
- Name, address and phone number of person reporting the spill
- Name of owner or person in charge, management or control of contaminants at the time of the spill.

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Action Plans
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6.0 Action Plans

6.1 SPILL RESPONSE

The following subsections outline the general spill response procedures for initial actions to be taken to contain and clean up a contaminant spill, as well as disposing of contaminated materials. Three procedures have been developed for handling contaminant spills, depending on where the spill has occurred (i.e., land, water or on snow/ice).

6.1.1 Spills on Land

1. Once a spill is identified, all sources of ignition should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, lubricants, groundwater etc.) should be identified, if possible.
3. The affected area should be secured, ensuring the area is safe for entry and does not represent a threat to human health and safety of the spill responders. Public access of the area should be restricted.
4. If possible, identify where the spill is coming from (the source). Determine if the spill is still occurring (i.e., still leaking) or if the spillage has stopped. If the spill has not stopped, determine if it is safe to stop or control the spill (e.g., plug hole, close valve, upright container), or contain the spill (e.g., place a container or tarp with built up edges under the spill source to contain the spill).
5. If the spill is too large to be controlled with the spill materials at hand, contact the Drilling Contractor Site Representative or Stantec Site Representative and report the spill immediately and request assistance (see Section 3 for contact information). Use materials on hand to attempt to control the spill.
6. If the spill is small enough to be controlled with the spill response materials at hand, prevent spilled contaminants from spreading or entering waterways by using sorbent (oil-absorbing) materials or a soil dyke down slope from the spill. This is especially the case with liquid contaminants (e.g., diesel).
7. If some contaminant has entered a waterway, follow procedures in Section 6.1.2 to contain and clean-up the contaminant in the water.
8. Once the spill has been controlled and further spreading prevented, contact the Drilling Contractor Site Representative or Stantec Site Representative and report the spill (see Section 3 for contact information). The Drilling Contractor Site Representative or Stantec Site Representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line.
9. If possible, with spill response materials at hand, clean up the remaining spilled contaminant and store contaminated materials in a secure container for proper disposal. Do not flush the affected area with water.
10. If possible, remove any contained liquid by pumping into secure drums.

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6.1.2 Spills in Water

1. Once a spill is identified, all sources of ignition should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, lubricant, groundwater, etc.) should be identified, if possible.
3. The affected area should be secured, ensuring the area is safe for entry and does not represent a threat to human health and safety of the spill responders. Public access of the area should be restricted.
4. If possible, identify where the spill is coming from (the source). Determine if the spill is still occurring (i.e., still leaking) or if the spillage has stopped. If the spill has not stopped, determine if it is safe to stop or control the spill (e.g., plug hole, close valve, upright container).
5. If the spill is too large to be controlled with the spill materials at hand, contact Drilling Contractor Site Representative or Stantec Site Representative and report the spill immediately and request assistance (see Section 3 for contact information). Use materials on hand to attempt to control the spill.
6. If the spill is small enough to be controlled with the spill response materials at hand, use sorbent booms to contain the spill for recovery. Place sorbent sheets on the water within the boomed area to help contain the contaminant. For narrow waterways such as streams, place one or more sorbent booms across the waterway, downstream of the spill location, and anchor the booms on each bank.
7. Once the spill has been controlled and further spreading prevented, contact the Drilling Contractor Site Representative or Stantec Site Representative and report the spill (see Section 3 for contact information). The Drilling Contractor Site Representative or Stantec Site Representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line.
8. If possible, with the spill response materials at hand, clean up the remaining spilled contaminant within the boomed area. Store contaminated materials in a secure container for proper disposal.

6.1.3 Spills on Snow / Ice

1. Once a spill is identified, all sources of ignition should be turned off (e.g., no smoking, shut off engines).
2. The spilled material (e.g., diesel, lubricant, groundwater, etc.) should be identified, if possible.
3. The affected area should be secured, ensuring the area is safe for entry and does not represent a threat to human health and safety of the spill responders. Public access of the area should be restricted.
4. If possible, identify where the spill is coming from (the source). Determine if the spill is still occurring (i.e., still leaking) or if the spillage has stopped. If the spill has not stopped, determine if it is safe to stop or control the spill (e.g., plug hole, close valve, upright container).
5. If the spill is too large to be controlled with the spill materials at hand, contact the Drilling Contractor Site Representative or Stantec Site Representative and report the spill

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immediately and request assistance (see Section 3 for contact information). Use materials on hand to attempt to control the spill.

6. If the spill is small enough to be controlled with the spill response materials at hand, prevent spilled contaminants from spreading or entering waterways by using sorbent materials or a snow/soil dyke down slope from the spill. This is especially the case with liquid contaminants (e.g. diesel).
7. Once the spill has been controlled and further spreading prevented, contact the Drilling Contractor Site Representative or Stantec Site Representative and report the spill (see Section 3 for contact information). The Drilling Contractor Site Representative or Stantec Site Representative is responsible to report the spill to the 24-Hour Emergency Spill Report Line.
8. If possible, with the spill response materials at hand, clean up the remaining spilled contaminant and store contaminated materials in a secure container for disposal. Affected snow should be stored in drums for proper disposal

6.2 ADDITIONAL SPILL DELINEATION OR MONITORING

In the event of a large spill or a spill in which not all of the spilled contaminant can be readily cleaned up with materials at hand (as described above), delineation of the affected area may be required. This would include subsurface investigation of the area (i.e., digging of test pits or drilling of boreholes, soil sampling, installation of monitoring wells) to determine the horizontal and vertical extent of the spill in the soil and groundwater. The delineation would result in the development of an appropriate remediation plan for the affected area. In this case, a qualified environmental consultant should be retained to provide advice on how to proceed with delineation and remediation of a large spill.

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Resource Inventory
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7.0 Resource Inventory

7.1 ON-SITE RESOURCES

7.1.1 Personnel

All personnel working on the project will be trained on-site in spill prevention, response and clean-up measures (see Section 8).

7.1.2 Equipment

The following is a list of equipment that will be on-site and available to respond to potential spills:

- Spill Kits
- Shovels
- Fire extinguishers

7.1.3 Spill Kits

7.1.3.1 Spill Kit Locations

Spill kits will be located on the sites during project activities.

7.1.3.2 Spill Kit Contents

The following outlines the recommended minimum requirements for contents of spill kits to be used during the Project; the Drilling Contractor is responsible to supply one spill kit. The spill kit should be regularly inspected to ensure it always contains the following, at a minimum:

- 1 – 205 L open top steel drum with lid, bolting ring and gasket (spill kit container)
- 10 disposable large 5 mm polyethylene bags (dimensions 65 cm x 100 cm) with ties
- 4 – 12.5 cm x 3 m (5 in. X 10 ft.) sorbent booms
- 10 kg bag of sorbent particulate
- 100 sheets (1 bale) of 50 cm x 50 cm sorbent sheets
- 2 large (5 m x 5 m) plastic tarps
- 1 roll duct tape
- 1 utility knife
- 1 field notebook and pencil
- 1 rake
- 1 pick-axe
- 3 spark-proof shovels
- 4 Tyvex® splash suits
- 4 pairs chemical resistant gloves

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- 4 pairs of splash protective goggles
- Instruction binder, including Spill Contingency Plan

The entire spill kit contents, with the exception of the spark-proof shovels, can be stored within the 205 L steel drum. The drum should be sealed securely to protect the spill kit contents though should always be accessible without the use of tools (i.e., finger tight bolt ring). The drum's bolt ring should be inspected regularly during facility inspections to ensure it turns freely and is lubricated.

7.2 OFF-SITE RESOURCES

The following agencies can be contacted for assistance in spill reporting, response and/or clean-up and remediation.

Table 7-1 Regulatory Agencies' Contact Information for Spill Contingency Planning

Agency	Legislation	Contact Information
Mackenzie Valley Land and Water Board	<i>Mackenzie Valley Land Use Regulations Northwest Territories Waters Regulations</i>	Phone: (867) 669-0506
Environmental Protection Division, Department of Environment and Natural Resources, Government of the Northwest Territories	<i>Environmental Protection Act Spill Contingency Planning and Reporting Regulations</i>	Phone: (867) 873-7654
Environment Canada (Emergency) Yellowknife	<i>Canadian Environmental Protection Act</i>	Phone: (867) 669-4725
Fisheries and Oceans Canada (Yellowknife)	<i>Fisheries Act</i>	Phone: (867) 669-2900

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Training
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8.0 Training

The Drilling Contractor will be responsible for providing a qualified supervisor and training site workers in spill response. All individuals hired to work on the Project should have their basic first aid and Workplace Hazardous Materials and Information System (WHMIS) training before working on site.

An orientation session on spill prevention and response will be held for all individuals working on the sites prior to the start of the Project.

The orientation session should review the SCP and include information on:

- Individuals' roles and responsibilities regarding spill prevention, detection, response and clean-up
- Location(s) of hard copies of the SCP and spill kit
- Equipment available for spill response
- Content of spill kits
- Initial actions and spill reporting procedures
- Spill response and clean-up actions

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References
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9.0 References

Indian and Northern Affairs Canada (INAC). 2007. Guidelines for Spill Contingency Planning. Water Resources Division, INAC, Yellowknife, NT Available online: <http://www.aadcc-aandc.gc.ca/eng/1100100024236/1100100024253> (19 November 2012).

**GEOTECHNICAL DRILLING PROGRAM
SPILL CONTINGENCY PLAN**

Appendix A NT-NU Spill Report Form
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Appendix A NT-NU Spill Report Form

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:	Report Time:	<input type="checkbox"/> Original Spill Report OR <input type="checkbox"/> Update # _____ to the Original Spill Report	Report Number:	
	Occurrence Date:	Occurrence Time:			
C	Land Use Permit Number (if applicable):		Water Licence Number (if applicable):		
D	Geographic Place Name or Distance and Direction from the Named Location:		Region: <input type="checkbox"/> NT <input type="checkbox"/> Nunavut <input type="checkbox"/> Adjacent Jurisdiction or Ocean		
E	Latitude: _____ Degrees _____ Minutes _____ Seconds		Longitude: _____ 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: <input type="checkbox"/> Potential Spill	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:
Lead Agency: <input type="checkbox"/> EC <input type="checkbox"/> CCG/TCMSS <input type="checkbox"/> GNWT <input type="checkbox"/> GN <input type="checkbox"/> ILA <input type="checkbox"/> AANDC <input type="checkbox"/> NEB <input type="checkbox"/> Other: _____			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:	
Lead Agency:					
First Support Agency:					
Second Support Agency:					
Third Support Agency:					
Remarks:					

GEOTECHNICAL DRILLING PROGRAM SPILL CONTINGENCY PLAN

Appendix B Reportable Quantities for NWT Spills
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Appendix B Reportable Quantities for NWT Spills

Substance	Reportable Quantity	TDG Class
Explosives	Any amount	1.0
Compressed gas (toxic/corrosive)		2.3/2.4
Infectious substances		6.2
Sewage and Wastewater (unless otherwise authorized)		6.2
Radioactive materials		7.0
Unknown substance		None
Compressed gas (Flammable)	Any amount of gas from containers with a capacity greater than 100L	2.1
Compressed gas (Non-corrosive, non-flammable)		2.2
Flammable liquid	≥100 L	3.1/3.2/3.3
Flammable solid	≥ 25 kg	4.1
Substances liable to spontaneous combustion		4.2
Water reactant substances		4.3
Oxidizing substances	≥ 50 L or 50 kg	5.1
Organic peroxides	≥1 L or 1 kg	5.2
Environmentally hazardous substances intended for disposal		9.0
Toxic substances	≥ 5 L or 5 kg	6.1
Corrosive substances		8.0
Miscellaneous products, substances or organisms		9.0
PCB mixtures of 5 or more ppm	≥ 0.5 L or 0.5 kg	9.0
Other contaminants--for example, crude oil, drilling fluid, produced water, waste or spent chemicals, used or waste oil, vehicle fluids, wastewater.	≥ 100 L or 100 kg	None
Sour natural gas (i.e., contains H ₂ S)	Uncontrolled release or sustained flow of 10 minutes or more	None
Sweet natural gas		
Flammable liquid	≥ 20 L	3.1/3.2/3.3
Vehicle fluid		None
Reported releases or potential releases of any size that: 1. are near or in an open water body; 2. are near or in a designated sensitive environment or habitat; 3. Pose an imminent threat to human health or safety; or 4. Pose an imminent threat to a listed species at risk or its critical habitat	Any amount	None
NOTE: L = litre; kg = kilogram; PCB = Polychlorinated Biphenyls; ppm = parts per million		