

L.J's Septic Services & Contracting Ltd.

P.O. Box 151 Fort McPherson, NTK0E 0J0

Phone: 867-952-2901 Fax: 867-952-2847

E-Mail: ljcontracting@hotmail.com

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Spill Contingency Plan

1.0 INTRODUCTION

The Following is a plan of emergency actions to be initiated when required by staff of L.J's Septic Services & Contracting Ltd., and their contractors, in **relation** to the construction and maintenance work along tile Dempster Highway (No.8) NWT. L.J's Septic Services & Contracting Ltd. foreman's/supervisor's and the contractor's supervisor's shall regularly and at least once every two (2) weeks will inspect the project site(s) and proactively identify any issues related to spills during the Contract /Project period. The Emergency Response Plan will be reviewed with all workers as part of their orientation before commencing work. Revisions to tile Emergency Response Plan will be made as the project develops and will require that the plan be updated as the work progresses from one area to another. Worker's training will be updated as the changes are made to the plan.

1.1 DATES OF OPERATION:

1.2 PROJECT DESCRIPTION

1.3 SITE LOCATION:

1.4 TYPES OF CONTAMINANTS: Diesel Fuels and Vehicle Lubricants will be used on the work site.

1.5 STORAGE OF CONTAMINANTS: Fuel will NOT be stored on site for equipment.

1.6 USE OF FUEL TRUCK/ROUTE: When necessary, fuel will be transported locally via tile Dempster Highway and access road to

2.0 IMMEDIATE RESPONSE TO EMERGENCY SITUATIONS

2.1 FIRE:

* Secure Scene, PROTECT YOURSELF and OTHERS:

* Have all non-essential personnel clear the area:

- o Notify other workers by voice or alarm;
- e Immediately shut off power, engines and fuel sources, if safe to do so;
- e If the fire is small, extinguish it with the available fire fighting equipment;
- e If you cannot safely fight the fire, evacuate to a safe and secure area;
- Do a head count to account for all workers; and
- o Notify Supervision and Management in accordance with the emergency contact list in Appendix A.

2.2 Vehicle or Mobile Equipment Incident

- o Secure the scene, PROTECT YOURSELF and OTHERS;
- o Shut off equipment and fuel source, if safe to do so;
- o Provide assistance to injured persons;
- e Call for medical assistance, if needed; (Appendix A)
- e If injured persons are in imminent danger, then remove injured persons and secure the incident scene;
- Control any spill or environmental hazard;
- e Notify Supervision and Management in accordance with the emergency list in Appendix A and;
- ., Record third-party names, addresses, contact numbers, drivers' license numbers, vehicle and license information.

2.3 Serious Medical Incident

- o Secure the scene, PROTECT YOURSELF and OTHERS;
- Attend to the injured worker;
- ., Call for medical assistance, if needed; (Appendix A)
- Notify Supervision and Management in accordance with the emergency contact list in Appendix A.

2.4 Wildlife Encounters

- All workers will avoid situations that could create a wildlife encounter;
- All food items and domestic garbage should be secured;
- Garbage will be disposed of at approved sites only;
- Arctic or red fox may approach personnel to scavenge food. Avoid all contact as they may carry the rabies virus and exposure is through bites or saliva;
- Your operation is in an area where bears may be encountered. Proper food handling and garbage disposal procedures will lessen the likelihood of bears being attracted to your operation. Information about the bear detection and deterrent techniques can be obtained from the Department of Resources, Wildlife and Economic Development at (867) 678 6650 or (867) 678-0289.

3.0 SPILL CONTINGENCY PLAN

The primary goal is to avoid spills or the unnecessary release of materials. All personnel shall have an environmental orientation prior to starting work. This will include a review of this Spill Contingency Plan (SCP).

In the unlikely event of a spill or release of materials, the objective will be a quick response. The SCP defines the responsibilities of site personnel and the required procedures for a quick response by emphasizing the need to reduce the safety hazards and minimize environmental impacts.

3.1 Preliminary Requirements

- A copy of this Emergency Response Plan will be available on site during all field operations;
- Materials Safety Data Sheets (MSDS) for each hazardous chemical shall be available on site during field operations;
- Maps indicating major roads, access roads, nearby surface water bodies, any Hazardous material stored on site, slope of the land, nearby communities and other important features;
All vehicle/equipment shall be equipped with spill kits and shovels. Spill Kits, at a minimum, shall include sorbent pads or equivalent, shovels, and a means for containment of contaminated materials (e.g. impermeable tarps, barrels); and
- Suitable communication equipment and all emergency numbers will be available prior to commencement of all field activities.

3.2 Initial Response Procedures

In the event of a spill or a release of materials, the first person on the scene will;

- o Before attempting to stop the flow, protect the safety of all personnel at site, and ensure all safety precautions have been taken. If possible, without further assistance, control danger to human life (remove ignition sources);
- o Immediately obtain the assistance of others by activating the Spill Response Team and begin to assess and contain the spill;
- o Identify the material spilled, assess Material Safety Data Sheets (MSDS) information and implement appropriate safety procedures, based on the nature of the hazard. If the identity is unknown and if identification means further risks, then action must be based on the assumption that the product is extremely dangerous. The crew is not to smell, taste, touch or attempt to reach ruptured containers if they are surrounded by the contaminant;
- e Assess the dangers and hazards to personnel in the vicinity of the spill. Immediate determinations must be made about the direction of the spill's progress, whether downhill, towards the water or already in the water;
- o Stop the flow of the spill at the source if possible, when safe to do so;
- o Notify the NWT 24 Hour Spill Report Line (867)-920-8130, then L.J.'s Contracting primary contact .
- o Gather information on the status and the nature of the situation.

When notified of a spill, the Field Supervisor, or person in charge of the emergency response measures will immediately ensure that;

- e Action is taken to control danger to human life;
- e An on site safety supervisor is designated, if not already present;
- e In the event that a spill exceeds any of the threshold quantities listed in Appendix B, the person in charge of the emergency response measures will complete the Northwest Territories (NT) Spill Report Form (see attached form in Appendix C) and then immediately report the spill to;

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

Note: For fuel or hydraulic spills this threshold limit is 100 litres.

- o 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 implemented to stop the source of the spill and commence clean up.

3.3 General Spill Containment Procedures

- o 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 minimize the impacts to the environment;
- o Prompt containment can reduce environmental exposure and risk. Containment measures may be land or water based. Land based measures include application of absorbents, construction of berms and diversion/collection trenches. Water based measures could include dams, dykes and floating booms;
- e If spill source is a leaking fuel truck, pump tanker dry (into appropriate containers or another tanker);
- o A shallow depression shall be excavated or a surface berm constructed in the path of the following product to stop and contain the flow. If feasible, without unduly delaying containment efforts, the surficial stripping shall be salvaged and stored separately during excavations;
- e Sorbent materials shall be utilized to contain and recover spilled material;
- o Heavily contaminated soil and vegetation, as well as used sorbent material, shall be disposed of at an approved hazardous waste treatment facility;
- o Traffic will be minimized on and around contaminated areas;
- e Attempts will be made to restrict the movements of wildlife near the area affected by the spill, and;
- o Remediation and final clean-up will be conducted until the spill and immediate location has been reclaimed to an equivalent capability prior to the incident.

3.4 Spills Adjacent to a Water Body

All spills, regardless of size or product, in or with the potential to enter surface water, must be immediately reported to the 24 Hour NWT Spill Line (867) 920-8130

- Berms or trenches shall be constructed to restrain spilled products from entering into a water body;
- Spilled materials shall be recovered as quickly as possible;

- o If spilled material enters an open water body, floating booms, skimmers and sorbent pads shall be deployed, if feasible, to contain and recover the spill material;
- e If spilled material is released onto a frozen water body, snow and sorbent pads shall be used to contain and clean up the spill. A backhoe, or similar equipment, will remove all materials to prevent future release into the water body;
- o Contaminated areas, including downstream shorelines (non-frozen conditions), shall be cleaned up in consultation with Spill Response Specialists and the appropriate Governmental Agencies, and;
- " In the event that spilled materials enter a frozen water body through or under the ice to flowing or standing water, auguring will be conducted to determine the extent of the spill plume. If feasible, a vacuum truck will be brought to the site to skim off the contaminants. As well, the appropriate regulatory agencies will be contacted and a post-break-up monitoring and reclamation plan will be implemented to determine the extent of the impacts of the spill on the water body and its banks.

3.5 Spot Spills

- o The RWED Environmental Protection Services, (867) 873-7654, is to 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 minimized if immediate action is taken, all small spot spills shall be cleaned up immediately;
- o Activities in the immediate vicinity will be suspended until the Department of Transportation or an Inspector from R WED Environmental Protection Services grants permission to resume;
- o Heavily contaminated soil and vegetation, and/or removed contaminated materials will be Contaminated soil/vegetation, hazardous waste generated shall be disposed of by the DOT Contractor at Swan Hill Treatment Centre, P.O. Box 1500 Swan Hill, AB, TOG 2eO or any other approved location, at no cost to the DOT;
- o Locations where spot spills have occurred will be flagged and the GPS coordinate location recorded by the Person-in-Charge of the spill. Flags shall be removed once reporting is complete, and;
- o The Person-in-Charge of the spill will document and report all details pertaining to the incident.

3.6 Spill Reporting

- All spills, regardless of size or product, in or with the potential to enter surface water, must be immediately reported to the 24 Hour NWT Spill Line (867) 920-8130. In other cases the size of the spill will determine how the spill is reported by a determination of threshold quantities listed in Appendix B. Whenever the spill exceeds the threshold quantities of Appendix B, then the Northwest Territories (NT) Spill Report Form is to be completed (see attached form in Appendix C), and the spill is to be immediately reported to:

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

- o When calling the NWT Spills Hotline, the person reporting the spill shall provide the following:

Date and time of spill

Direction spill is moving (or if it has stopped)

Name and phone number of persons close to the location of the spill

Type of containment spilled and quantity spilled

Cause of the spill

Whether the spill is continuing or has stopped

Description of the existing containment

Actions taken to recover, clean-up and dispose of spilled contaminant

Name, address and phone number of person reporting the spill

Name of person in charge of management or control at the time of the spill

3.7 Reporting Procedure Chain of Events

- e Worker notices spill;
Is the source of the spill still flowing?
Can the source be safely shut off?
- o Worker notifies construction foreman and in sequence L.J.'s Contracting supervisor is informed; then as a consequence, since this depends upon size and severity of spill, the Foreman and/or L.J.'s Project Engineer:
Estimate Spill Reporting threshold quantities and proceed as previously detailed
Call the NWT Spills Hotline to file a report and request further information
- The Foreman or Project Engineer notifies;
DOT Inuvik and DOT Yellowknife
Community,
- o The NWT Spills Hotline notifies, and;
NWT Environment and Natural Resources
Gwich'in Land & Water Board
Department of Indian Affairs and Northern Development

Department of Fisheries and Oceans

- o The appropriate personnel arrive on site to contain and clean up the spill.

3.8 Spill Kits

All vehicles and equipment will be equipped with a spill kit that, at minimum, includes the following;

- o Sorbent material (i.e. 10 pads, 2 socks or equivalent);
- o Disposal container (tarpaulin, pail, barrel);
- o Safety gloves and goggles; and
- e Shovel.

All fuel and services vehicles will carry a spill kit that includes the following:

- o A minimum of 10 kg of sorbent materials (i.e. 200 pads, 12 socks, 10 pillows, or equivalent);
- o Sorbent booms;
- o Disposal container (tarpaulin, pails, barrel);
- o Safety gloves and goggles; and
- Shovel.

Extra spill kits will be stored at camp or storage locations.

APPENDIX A 1- EMERGENCY CONTACTS LISTS
L.J's Septic Services & Contracting Ltd.

PRIMARY	Leslie J. Blake Supervisor/Foreman	867-952-2901	867-620-0957
SECONDARY	Morgan Blake Foreman	867-952-2901	867-620-0137
Alternative	Rebecca Blake Office Manager	867-952-2901	867-678-5494

NT 24 HOUR SPILL REPORT LINE 867-920-8130

FORT McPHERSON EMERGENCY NUMBERS LIST

POLICE	867-952-1111
AMBULANCE	NA
HEALTH CENTRE	867-952-2586
SEARCH AND RESCUE	1-800-267-7270
FIRE	867-952-2222

Contractor

Contractor

Contact Name

Office

NWT Regulatory Agencies

Regulatory Agencies

NWTOHS	(867) 678-2301
NWT OHS (Yellowknife)	1-800-661-0792
NWT Forest Fire	1-800-661-0800
24 Hour NWT Spill Report Line	Phone: (867) 920-8130 Fax: (867) 873-6924
AANDC - Aboriginal Affairs Northern Development Canada	Phone: (867) 777-8900
RWED - Environmental Protection Services	(867) 873-7654
Environment Canada	(867) 669-4710
Fisheries and Oceans Canada	(867) 777- 7521 or
Fisheries and Oceans Canada	(867) 669-4931
Mackenzie Valley Land and Water Board	(867) 669-0506
Environment and Natural Resources, Inuvik	(867) 678 6650 or (867) 6780289
Gwich'in Land and Water Board	(867) 777-4954

Appendix B1 - Spill Report Threshold Quantities

Item No.	TOGA Class	Description of Contaminant	Amount Spill
1	1	Explosives	Any amount
2	2.1	Compressed Gas (flammable)	Any amount of gas from containers with a capacity greater than 100 L
3	2.2	Compressed Gas (non-corrosive, non-flammable)	Any amount of gas from containers with a capacity greater than 100 L
4	2.3	Compressed Gas (toxic)	Any amount
5	2.4	Compressed Gas (corrosive)	Any amount
6	3.1,3.2,3.3	Flammable Liquid	100 L
7	4.1	Flammable Solid	25 kg
8	4.2	Spontaneously Combustible	25 kg
9	4.3	Water Reactant Solids	25 kg
10	5.1	Oxidizing Substances	50 L or 50 kg
11	5.2	Organic Peroxides	1 L or 1 kg
12	6.1	Poisonous Substances	5 L or 5 kg
13	6.2	Infections Substances	Any amount
14	7	Radioactive	Any amount
15	8	Corrosive Substances	5 L or 5 kg
16	9.1 (in part)	Misc. Products or Substances, excluding PCB Mixtures	50 L or 50 kg
17	9.2	Environmentally Hazardous	1 L or 1 kg
18	9.3	Dangerous Wastes	1 L or 1 kg
19	9.1 (in part)	PCB Mixtures of 5 or more parts per million	0.51 or 0.5 kg
20	None	Other Contaminants	100 L or 100 kg

NT-NU SPILL REPORT

OIL, GASOLINE, CHEMICALS AND
OTHER HAZARDOUS MATERIALS



NT-NU 24-HOUR SPILL REPORT LINE

Tel: (867) 920-9130 • Fax: (867) 873-6924 • Email: spills@gov.nt.ca

REPORT LINE USE ONLY

A	Report Date: <input type="text"/> / <input type="text"/> / <input type="text"/>	Report Time: <input type="text"/>	<input type="checkbox"/> Original Spill Report OR <input type="checkbox"/> Update # _____ to the Original Spill Report	Report Number: <input type="text"/>	
	Occurrence Date: <input type="text"/> / <input type="text"/> / <input type="text"/>	Occurrence Time: <input type="text"/>			
C	Land Use Permit Number (if applicable): <input type="text"/>		Water Licence Number (if applicable): <input type="text"/>		
D	Geographic Place Name or Distance and Direction from the Named Location: <input type="text"/>		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: <input type="text"/>	Responsible Party Address or Office Location: <input type="text"/>			
G	Any Contractor Involved: <input type="text"/>	Contractor Address or Office Location: <input type="text"/>			
H	Product Spilled: <input type="checkbox"/> Potential Spill	Quantity in Litres, Kilograms or Cubic Metres: <input type="text"/>	U.N. Number: <input type="text"/>		
I	Spill Source: <input type="text"/>	Spill Cause: <input type="text"/>	Area of Contamination in Square Metres: <input type="text"/>		
J	Factors Affecting Spill or Recovery: <input type="text"/>	Describe Any Assistance Required: <input type="text"/>	Hazards to Persons, Property or Environment: <input type="text"/>		
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: <input type="text"/>	Position: <input type="text"/>	Employer: <input type="text"/>	Location Calling From: <input type="text"/>	Telephone: <input type="text"/>
M	Any Alternate Contact: <input type="text"/>	Position: <input type="text"/>	Employer: <input type="text"/>	Alternate Contact Location: <input type="text"/>	Alternate Telephone: <input type="text"/>

REPORT LINE USE ONLY

N	Received at Spill Line by: <input type="text"/>	Position: <input type="text"/>	Employer: <input type="text"/>	Location Called: <input type="text"/>	Report Line Number: <input type="text"/>
Lead Agency: <input type="checkbox"/> EC <input type="checkbox"/> CCG/TCISS <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 Name:	Remarks:		
Lead Agency:	<input type="text"/>	<input type="text"/>	<input type="text"/>		
First Support Agency:	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Second Support Agency:	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Third Support Agency:	<input type="text"/>	<input type="text"/>	<input type="text"/>		

