

FUEL SPILL CONTINGENCY PLAN

Gwich'in Rachel Reindeer Wellness Camp



Updated 2022

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1 GWICH'IN TRIBAL COUNCIL ENVIRONMENTAL POLICY

The Gwich'in Tribal Council (GTC) appreciates that the Canadian environment and Northwest Territories (NWT) provide 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 in the Gwich'in Settlement Region.

POLICY PURPOSE

The purpose of this Fuel Spill Contingency Plan (the Plan) is to provide sound ecological business practices which will prevent damage to, preserve, and enhance our working and recreational environment today and for future generations.

METHOD

The reduction of waste, though reuse and recycling of products, both benign and harmful, is a cornerstone of the GTC's environmental management system. Wherever possible, substances that may be considered harmful to human, wildlife or ecosystem health will be substituted for more environmentally friendly alternatives.

Where substitution is not feasible, the GTC is dedicated to the controlled use of potentially harmful substances, with every effort in place to prevent any uncontrolled releases into the environment. If such a release occurs, this Plan outlines the procedures to follow to minimize impacts on the environment.

ACCOUNTABILITY

The GTC is committed to ensuring 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.

GTC employees will be trained on the handling of potentially harmful products and the correct processes for their use, to assure their personal safety and also the protection of others and the environment.

GOAL

The GTC's goal is to carry out all operations in an environmentally responsible manner, in compliance with all federal and territorial regulatory requirements.

2 SPILL CONTINGENCY PLAN PURPOSE AND SCOPE

The purpose of this Fuel Spill Contingency Plan (the Plan) is to outline response actions for potentially hazardous spills of any size, including a worst-case scenario for the Gwich'in Tribal Council's (GTC) Rachel Reindeer Wellness Camp (the 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, minimize environmental damage, and maximize clean-up efforts. The Plan has been prepared to ensure quick access to all the information required to respond to a spill.

This 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 the spill kits are stored, are aware of their contents and are trained in using spill response equipment. GTC is committed to keeping personnel up to date on the latest technologies and spill response methods.

The Plan contains information on the Wellness Camp, the types of fuel kept on-site for various purposes, fuel management techniques, spill response strategies and reclamation procedures to minimize harm to people and the environment.

3 WELLNESS CAMP - OVERVIEW

The Wellness Camp is 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 incorporates *on the land* activities. When not providing wellness programs, the Wellness Camp is also used for meetings, conferences, and seminars for various organizations. The Camp Maintainer will be on-site 24 hours a day when programs and activities are taking place, and as required during non-program times. Permits and licenses are to be in place for the day-to-day operations of the facility. The Wellness Camp aims to operate year-round, though with substantial reduction to activities during freeze-up and break-up.

3.1 Site Description

The land use area is approximately 0.5 ha in size and is located on Gwich'in Private Lands on the east bank of the Mackenzie River's East Branch. It is located within Parcel B and is approximately 10.4 km S/SW of Inuvik, NT (Figure 1).

The coordinates for the Wellness Camp are: 68°16'2.95"N, 133°46'15.32"W.



Figure 1 – Location of the Gwich'in Wellness Camp relative to Inuvik, NT

3.1 Facility Description

Site structures include three propane tanks, a power plant (generator building), diesel fuel tank, water treatment building, waste treatment building, living quarters for a maintenance person, and the main building. The main building includes a kitchen / dining area, washroom and laundry facilities, living quarters and a meeting room (Figure 2).



Figure 2 – Locations of Wellness Camp infrastructure

Additional site features are planned for installation at the Wellness Camp in 2022. These new green-energy systems are intended to reduce consumption of fossil fuels on-site and therefore reduce the risks of fuel spills and associated negative impacts on the environment. See the *GTC Wellness Camp - Project Description* document for further details on the proposed alternative energy structures including solar panel and biomass boiler systems.

3.2 Types of Contaminants and Storage

Several types of fuel are stored on-site at the Wellness Camp. These are presented in Table 1, and further described in the following sections.

Table 1 – Types, Quantities and Storage of Fuel at the Gwich'in Wellness Camp

Material	Storage Container	Container Capacity	Number of Containers	Volume Normally On-Site	Maximum Volume On-Site
Diesel Fuel	Double-walled Enviro-Tank	35,000 L	1	20,000 L	35,000 L
Propane	Propane tanks	4,500 L	3	8,000 L	13,500 L
Gasoline	Jerry can	23 L	1	23 L	23 L

3.2.1 Diesel Fuel

Diesel fuel is used to power the generator and is stored in a 35,000 L (7,700 gallons) Environ -Tank with 110% double-hulled secondary containment capacity (ULC-5 653-94; Figure 3). This tank is located adjacent to the power generating plant.



Figure 3 – Diesel fuel tank.

The diesel fuel can either be brought to the Wellness Camp from Inuvik on the ice road during the winter months or barged to camp during ice-free months.

3.2.2 Propane

Propane is used for the stoves and ovens in the kitchen and is stored in three horizontal 4,500 L (1,000 gallons) propane tanks (Figure 4). These tanks are located north of the main buildings (Figure 2) and may be filled in April and again in November via vehicles using the ice road.



Figure 4 – Three 4,500 L propane fuel tanks

3.2.3 Gasoline

Gasoline is used for operating small engines and is stored in a locked shed away from other buildings and equipment. The gasoline is stored in one 23 L (5 gallon) jerry can.

4 REFUELING

The diesel and propane tanks can be refuelled each December as soon as the winter road from Inuvik to the Wellness Camp is constructed, and then topped off before the end of April for the summer months.

The diesel fuel truck will be of 7,000 L capacity or larger, depending on the ice road capacity, and the propane trucks will be 4,500 L capacity. It may at times also be necessary to barge diesel to the camp during ice-free months.

Refueling of the diesel and propane tanks will be conducted by trained personnel only, using appropriately sized and well-maintained fuel transfer hoses. The maneuvering of vehicles on-site to enable tank refuelling will carefully consider the potential for ground / soil disturbances (e.g., rutting, compaction) and plan for impact avoidance. All refuelling activities will be carefully monitored at all times to ensure there are no leaks or other hazards from fuel transfers. Drip trays will be placed appropriately and used at all times during fuel transfers.

Refueling of the gasoline jerry will be done on a drip tray or other appropriate impermeable surface that captures any drips to prevent their release to the environment.

Spill kits are kept nearby during fuel transfer operations, and personnel conducting the transfers are trained in their use.

5 TRAINING AND PREVENTATIVE MEASURES

Along with the preventative measures outlined below, we recognize the importance of adequately training staff and contractors working at the Wellness Camp. The Camp Maintainer will have taken the Mackenzie Delta Spill Response Corporation's spill response training courses, both the summer and winter courses.

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

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.

5.1 Spill Kits and Drip Trays

There are three spill kits permanently located at the Wellness Camp including one large (comprehensive; Figure 4) and two smaller kits. Portable drip trays and appropriately sized fuel transfer hoses are utilized when refuelling, to avoid any leaks / drips onto the land (Figure 5).

All personnel's, contractor's and sub-contractors vehicles and equipment on-site are required to be equipped with a spill kit, safety gloves and goggles, a non-sparking shovel and fire extinguisher.



Figure 4 – Example of a spill kit kept nearby during fuel transfer operations



Figure 5 – Designated drip trays at the Wellness Camp for all fuel transfers

6 SPILL RESPONSE

6.1 Preliminary Requirements

A copy of this Fuel Spill Contingency Plan is to be readily available on-site at accessible locations during all Wellness Camp operations.

Material Safety Data Sheets (MSDS) for each hazardous chemical that will be utilized at the site will be readily available on-site during all camp and related 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 Wellness Camp activities.

6.2 Initial Response

In the event that a spill exceeds any of the threshold quantities listed in Section 6.6, the Camp Maintainer will, immediately after the initial response, complete the NWT Spill Report Form (Appendix I) and report the spill to the NWT 24-Hour Spill Report Line.

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

In the event of a spill or a release of material, the first person on the scene will complete the following initial response procedures:

- 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 (e.g., remove nearby ignition sources) without self-endangerment;
- identify the material spilled, assess material information (e.g., MSDS) and implement appropriate safety procedures;
- assess the hazards and exposures to personnel in the vicinity of the spill;
- notify the Wellness Camp Project Supervisor (see below); and
- gather and report information on the status and the nature of the release event.

The GTC Wellness Camp's Project Supervisor is:

Sharla Greenland, GTC Chief Operating Officer
PO Box 1509
Inuvik, NT X0E 0T0

6.3 General Spill Containment Procedures

The general spill containment procedures at the Wellness Camp will include:

- 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 any flowing product to stop and contain the flow;
- sorbent materials will be utilized to contain and recover spilled material;
- heavily contaminated soil and vegetation will be dug up and/or collected and these materials, as well as any used sorbent material, will be contained in a leak-proof container and disposed of at an approved hazardous waste treatment facility;
- traffic (e.g., pedestrians) 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 (e.g., through the use of fencing);
- remediation and final clean-up will be conducted until the spill site and immediate vicinity have been reclaimed to an equivalent environmental standard as existed prior to the incident; and
- the appropriate environmental regulatory body will make the determination of whether or not the spill has been appropriately cleaned up.

The appropriate territorial disaster services and the local Royal Canadian Mounted Police will be notified if a risk to the public exists.

6.4 Spills Adjacent to or into a Water Body

Spills in or around water would be taken very seriously, as they can be difficult to manage and have the potential to transport contaminants downstream. If any spills occur within or near a waterbody, then:

- berms or trenches will be constructed to contain spilled products from entering into any water body;
- spilled materials will be recovered as quickly as possible;

- if any spilled materials enter an open water body, then booms, skimmers and/or sorbent pads will be deployed, if feasible, to contain and recover the spilled material; and
- contaminated areas, including downstream shorelines, will be cleaned up in consultation with spill response specialists and the appropriate government agencies.

The Department of Fisheries and Oceans could be consulted to provide further guidance on response and reclamation procedures and strategies.

6.5 Spot Spills

The appropriate environmental agency and/or specialists 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. Additionally:

- activities in the immediate vicinity will be suspended until the appropriate environmental specialist grants permission to resume activities;
- all hazardous materials, including contaminated materials, will be disposed of at an approved waste facility (GTC will secure the appropriate approvals for deposition);
- locations where spot spills have occurred will be flagged and the location (coordinates) recorded by the Camp Maintainer, or person managing the spill; the flags will be removed once clean-up and reporting are considered complete by the appropriate specialists and/or government agencies; and
- the Camp Maintainer will document and report all details pertaining to the incident.

6.6 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 NWT Spill Report Form (Appendix I) and then immediately report the spill to: NWT 24 Hours Spill Report Line at 867-920-8130. Alternatively, the Spill Report Form can be emailed to spills@gov.nt.ca.

- Minor - less than 100 L (22 gallons)
- Major - more than 100 L (22 gallons)
- Emergency - more than 1,000 L (220 gallons)

After the initial response, the Camp Maintainer will prepare a more detailed 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, will be sent to the local regulatory agencies.

7 EMERGENCY CONTACT LIST

Table 2 presents the Emergency Contact List that will be readily available and visible on-site at the Wellness Camp.

Table 2 – Emergency Contact List

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	-

APPENDIX I - NWT 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 • Email: spills@gov.nt.ca

REPORT LINE USE ONLY

A	Report Date: MM DD YY	Report Time:	<input type="checkbox"/> Original Spill Report		Report Number:
	Occurrence Date: MM DD YY	Occurrence Time:	<input type="checkbox"/> Update # _____ to the Original Spill Report		
B	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:	Remarks:	
Lead Agency:					
First Support Agency:					
Second Support Agency:					
Third Support Agency:					