



October 1, 2015

Mayor Ray Ruben  
Hamlet of Paulatuk  
P.O. Box 98  
Paulatuk, NT X0E 1N0

Dear Mayor Ruben:

**RE: N7L3-1619 - HAMLET OF PAULATUK, MUNICIPAL WATER LICENCE RENEWAL APPLICATION**

The Inuvialuit Water Board (IWB) received the Hamlet of Paulatuk's Water Licence renewal application on September 21, 2015. The IWB has conducted an initial review for completeness of the application and supporting documents. As a result of the review, information gaps were identified. The following additional information is requested to address the identified gaps:

1. A description of any public consultation and data gathering methodologies that has been completed from the community to obtain feedback on the proposed undertaking.
2. Map 1 of Sewage Treatment Facility Operation and Maintenance (O&M) Manual and Map 2 of Solid Waste Facility O&M Manual indicate the locations of Surveillance Network Program (SNP) sampling stations in Universal Transverse Mercator (UTM) coordinates. A revised map indicating the location of all SNP sampling stations including raw water supply sampling station is requested to be submitted by utilizing Google Earth latitude and longitude coordinates as the Global Positioning System (GPS) points.
3. Pertaining to the Spill Contingency Plan:
  - a. Statement under Section 1: "INTRODUCTION AND PROJECT DETAILS" (page 1, paragraph 2, line 1), is to be revised as: Under the *Waters Act (WA)* and Section 5(2)(g) of the *Waters Regulations (WR)*.....;
  - b. Distribution list of plan recipients as per section 1.3 of the Spill Contingency Plan template;
  - c. Material Safety Data Sheets (MSDS) for all Hazardous Material in an Appendix;
  - d. If the public may be impacted by a spill, include notification procedures to alert the public as per Guidelines for Spill Contingency Planning created by Indian and Northern Affairs Canada, April 2007; and
  - e. Description of the record keeping procedures and list of employees who have received training including dates.

4. With regard to the Operation and Maintenance (O&M) Manual for Sewage Disposal Facilities:
  - a. On page 11 and page 13 of the questionnaire the functions such as trucked sewage collection and disposal and solid waste collection and disposal are included. If these functions are performed by contractors or sub-contractors, provide name and address of those contractors;
  - b. Quantity of sewage generation and quality of raw sewage if data is available;
  - c. Description of sewage collection trucks such as total number in operation and capacity of each truck;
  - d. Indicate the frequency of each of the following activities at the Sewage Disposal Facilities:
    - i. inspection of inlet and truck discharge structures for damage, blockage, settlement or erosion and their maintenance;
    - ii. monitoring of the colour of the liquid in the lagoon as an indication of performance;
    - iii. measurement of sludge levels;
    - iv. removal and disposal of accumulated sludge including location; and
    - v. monitoring for damage to fencing/signage and gate.
  
5. Pertaining to the O&M Manual for Solid Waste Disposal Facilities:
  - a. Percentage of each fraction of Municipal Solid Waste (MSW) main stream if data is available;
  - b. Description of solid waste collection trucks such as total number in operation, capacity of each truck; and
  - c. Indicate the frequency of the inspection of dams, dykes, berms and drainage courses and their maintenance.

The IWB requests the Hamlet of Paulatuk submit the additional information as soon as possible in order to proceed with the review and renewal of the application in a timely manner. The Spill Contingency Plan template and the Guidelines for Spill Contingency Planning created by Indian and Northern Affairs Canada, April 2007 are both located on the IWB website at [www.nwtwb.com](http://www.nwtwb.com). A guide to the Spill Contingency Planning and Reporting Regulations, GNWT ENR March 2011, are also located on the website.

Should you have any questions with regard to the requested information please do not hesitate to contact me at 867-678-8610 or email: [adhikarib@nwtwb.com](mailto:adhikarib@nwtwb.com) or Mardy Semmler, Executive Director, at 867-678-8609 or email: [semmlerm@nwtwb.com](mailto:semmlerm@nwtwb.com).

Sincerely,



Dr. Bijaya Adhikari  
Science and Regulatory Coordinator

cc: Greg Morash, Senior Administrative Officer – Hamlet of Paulatuk  
Philippe Thibert-Leduc, Water Resources Officer - ENR Inuvik