

1784

# **Contingency Plan for the PIN-M, Cape Parry DEW Line Site**

**Prepared for:  
Northwest Territories Water Board**

**Prepared by:  
UMA Engineering Ltd.**

**May 2002**

**File: PIN-M 3.6**

## Table of Contents

## Page No.

1.	INTRODUCTION .....	1.1
1.1	Scope and Purpose .....	1.1
2.	RESPONSE ORGANIZATION .....	2.1
2.1	Roles and Responsibilities .....	2.1
3.	INITIAL ACTION .....	3.1
4.	REPORTING PROCEDURE .....	4.1
5.	ACTION PLAN .....	5.1
5.1	Environmental Protection Measures .....	5.1
5.1.1	General Procedures .....	5.1
5.1.2	Fuel Storage Areas .....	5.2
5.1.3	Hazardous Material Storage Areas .....	5.4
5.2	Spill Recovery Success .....	5.5
6.	ENVIRONMENTAL MAPPING .....	6.1
7.	RESOURCE INVENTORY .....	7.1
8.	TRAINING AND EXERCISES .....	8.1

### List of Figures

Figure 1	Emergency Response Team Organization
Figure 2	Initial Response Actions
Figure 3	Procedures for Land Spill Response
Figure 4	Procedures for Freshwater and Marine Spill Response

### List of Tables

Table 1	Contact List
---------	--------------

### List of Appendices

Appendix I	Information Sources
------------	---------------------

## **1. INTRODUCTION**

The following contingency plan presents the prescribed course of action to be taken in the case of unanticipated spill events during the clean up of the PIN-M site. The plans will enable persons in a particular contingency situation to maximize the effectiveness of the environmental protection response and meet all regulatory requirements for reporting to the appropriate authorities. This plan is an integral part of the Environmental Protection Plan (EPP), which is a part of the formal contract documents with the Contractor(s).

### **1.1 Scope and Purpose**

This plan applies to all activities and facilities pertaining to the clean up activities at the PIN-M site.

The purpose of the plan is to:

- Provide a clear statement of the procedures to be followed in response to all spills;
- Minimize the potential environmental impact of spills by establishing pre-determined action plans;
- Establish a state of preparedness for personnel through a Spill Response Training Program;
- Protect the health and ensure the safety of the personnel involved in the Spill Response activities, and the local communities;
- Provide a reporting network for spills;
- Ensure site restoration through appropriate remedial activities;
- Identify the roles and responsibilities of all parties involved in Spill Response activities; and,
- Identify sufficient personnel, materials and equipment needed to make an adequate response to a spill.

## **2. RESPONSE ORGANIZATION**

### **2.1 Roles and Responsibilities**

The Contractor and all sub-contractors will be involved in Spill Response Actions in the event of a spill during the clean up activities at PIN-M. Their roles and responsibilities are described as follows:

- Ensure response crew members are appropriately trained;
- Practise spill prevention by performing regular maintenance on all fuel systems and by using proper methods for the handling of fuel products;
- Provide personnel, materials, and equipment necessary for adequate response to fuel and hazardous material spills.
- Establish communications and verbally report all spills to the Site Supervisor as soon as practical;
- Isolate and eliminate all ignition sources;
- Ensure safety and security at the spill site;
- Stop or reduce discharge, if safe to do so.
- Make every effort to contain the spill by dyking with earth or other barriers on land and containment booms on water;
- Assess potential for fuel/chemical recovery;
- Deploy on-site crews to mobilize pumps, empty 200 L drums, hand tools and absorbents to the spill site;

- Hire additional assistance, if required, from northern residents, local communities, and commercial spill response firms;
- Request assistance, if required, from DND (through the site Supervisor) and the Canadian Coast Guard;
- Follow all guidelines and regulations for disposal of spilled materials, associated debris, contaminated soil and water as established by appropriate government agencies;
- Assess potential terrain and wildlife disturbance, erosion and archaeological site disturbance in any areas to be affected by clean up operations and contact relevant authorities;
- Document all events/actions;
- Report the spill to the Spill Report Line and follow up with a written spill report. This report shall summarize the initial report information; confirmation of spill volume, actions taken, future remediation/monitoring requirements; and a sketch map and/or photographs of the spill area.
- For spills on water, immediately mobilize additional containment and clean up equipment in consultation with the Coast Guard, Environment Canada and Fisheries and Oceans Canada if on-site equipment is inadequate. Close isolation valves to stop fuel flow, if required. Deploy light-weight booms and oil absorbent materials to protect environmental resources along the coastline, as applicable. Track the progress of the spill, if of unknown origin.

Please see the organizational structure of the response team in Figure 1 following this section.

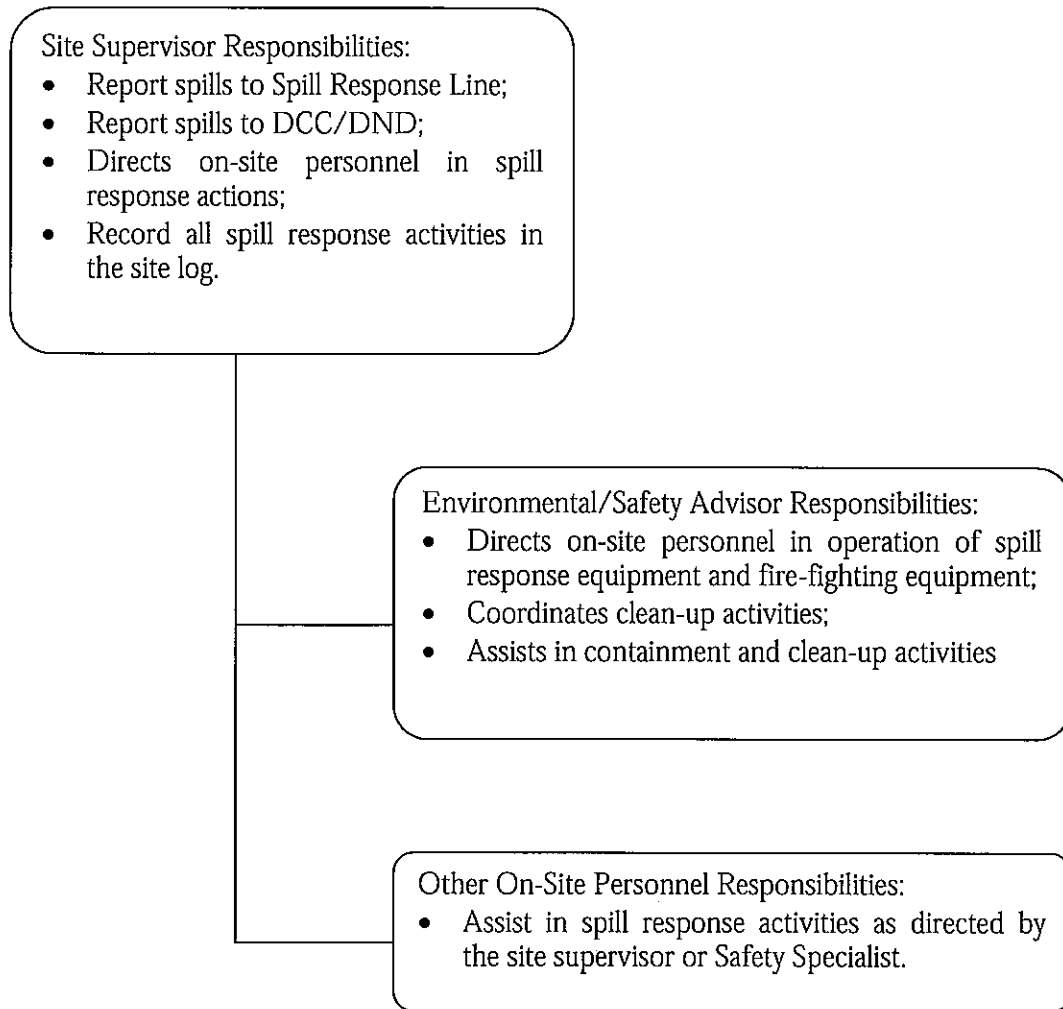
Telephone, facsimile machines and e-mail are provided to on-site personnel to maintain communications with off-site parties. All intra-site communications occur via two-way radios. All on-site personnel are provided with radios. Table 1 provides all other contact numbers.

**NOTE: The telephone and facsimile numbers, and the e-mail address's are not available at this time, as work at the site has not commenced for this year. Once these numbers and addresses are established, they can be forwarded to the Northwest Territories Water Board.**

**Table 1: Contact List**

<b>Resource</b>	<b>Location</b>	<b>Phone No.</b>
24 Hour Spill Line	NWT/Nunavut	867-920-8130
Inuvik Fire Department	NWT	867-777-5555
Environment Canada, Environmental Protection Branch	Yellowknife Contact: Laura Johnson – Manager	867-669-4700
Indian and Northern Affairs Canada	Inuvik Region District Manager -- Rudy Cockney	867-979-3361
Renewable Resources Officer Stations - Keewatin and Inuvik	Regional Office (Kugluktuk)	867-982-7240
	Taloyoak	867-561-6231
	Gjoa Haven	867-360-7605
	Cambridge Bay	867-983-7314
	Kugluktuk	867-982-7250
	Inuvik	867-979-7201
Department of National Defence through the contracting agency Defence Construction Canada	Ottawa, Environmental Officer -- Suzanne Bélanger-Fontaine	613-991-9358
	Ottawa, Contract Manager – Shawn Helmerson	613-998-4511
	Ottawa, Deputy Project Manager – Scott Munn	613-990-9641
	Ottawa, Project Manager – Pete Quinn	613-998-9523

**Figure 1: Emergency Response Team Organization**



### **3. INITIAL ACTION**

In the event of a spill, protection of human health and safety is paramount. Contamination of personnel involved in a clean up is a real possibility as is contamination of the surrounding workplace and environment.

The individual discovering a spill shall:

1. Warn people in the immediate vicinity and evacuate the area if necessary.
2. Isolate or remove any ignition sources.
3. Identify the spilled material, if possible, and take all safety precautions before approaching it.
4. Locate the source of the spill;
5. Attempt to immediately stop the leakage and contain the spill, if safe to do so.
6. Assess the likely size, extent and condition of the spill.
7. Report to the Site Supervisor the spill location, type of material, volume and extent, status of spill (direction of movement), and prevailing meteorological conditions.
8. In the event of a shoreline spill, provide information about beach location, contaminated area, beach characteristics, presence of wildlife and archaeological sites which might be threatened.

Once the Site Supervisor has been contacted and arrives at the spill site, the following actions are to be taken:

1. Assess the severity of the spill via direct observation and/or information from communications;



2. Deploy equipment and personnel to initiate containment and clean up;
3. Prepare the Government of the Northwest Territories Spill Report Form;
4. Notify all other pertinent parties, including the Owner of the site, and other Government agencies.

Please see Figure 2, which outlines the initial response actions to be followed in the event of a spill. Figures 3 and 4 outline the specific response procedures to be followed in the event of spills on land and water, respectively.

Figure 2: Initial Response Actions

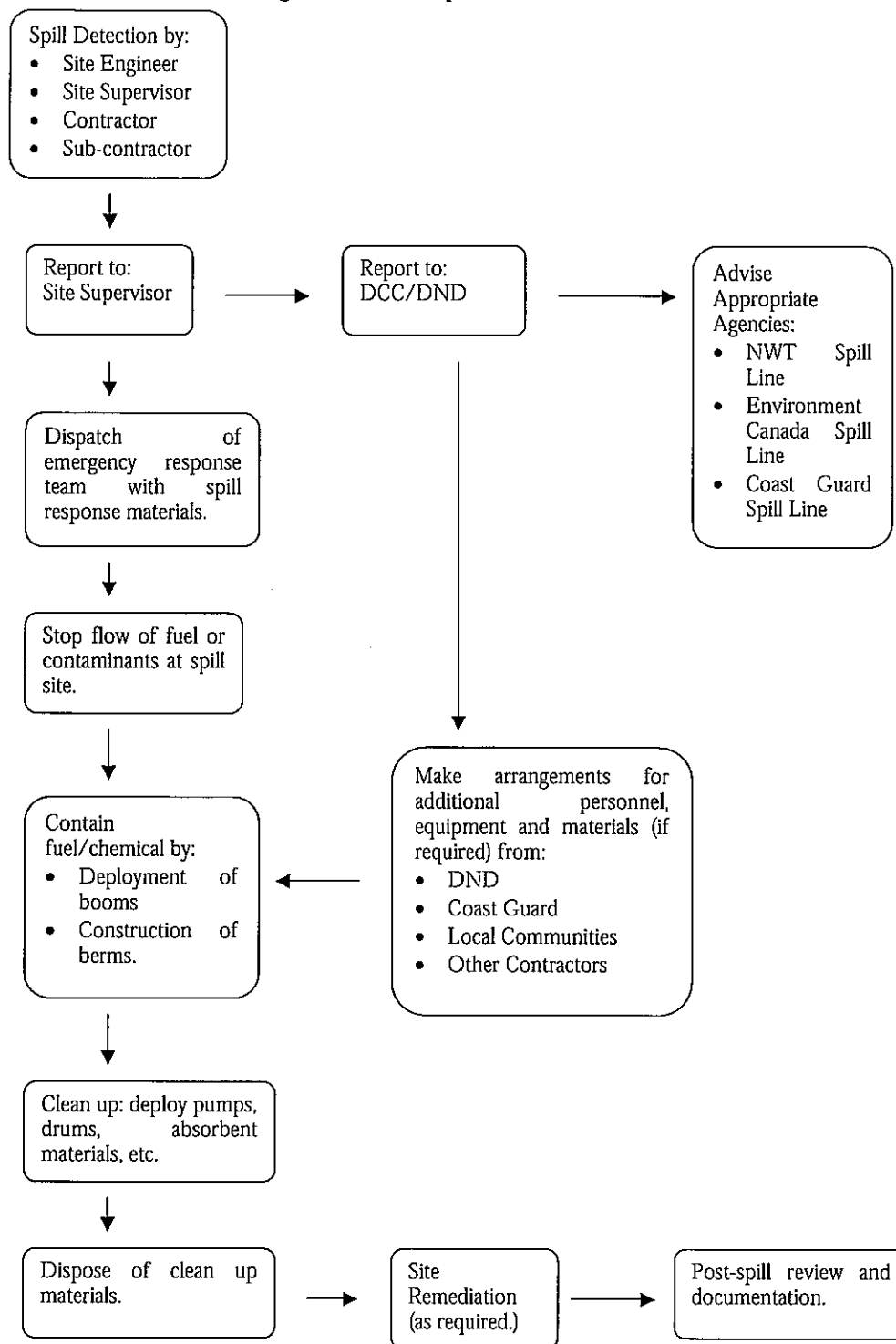


Figure 3: Procedures for Land Spill Response

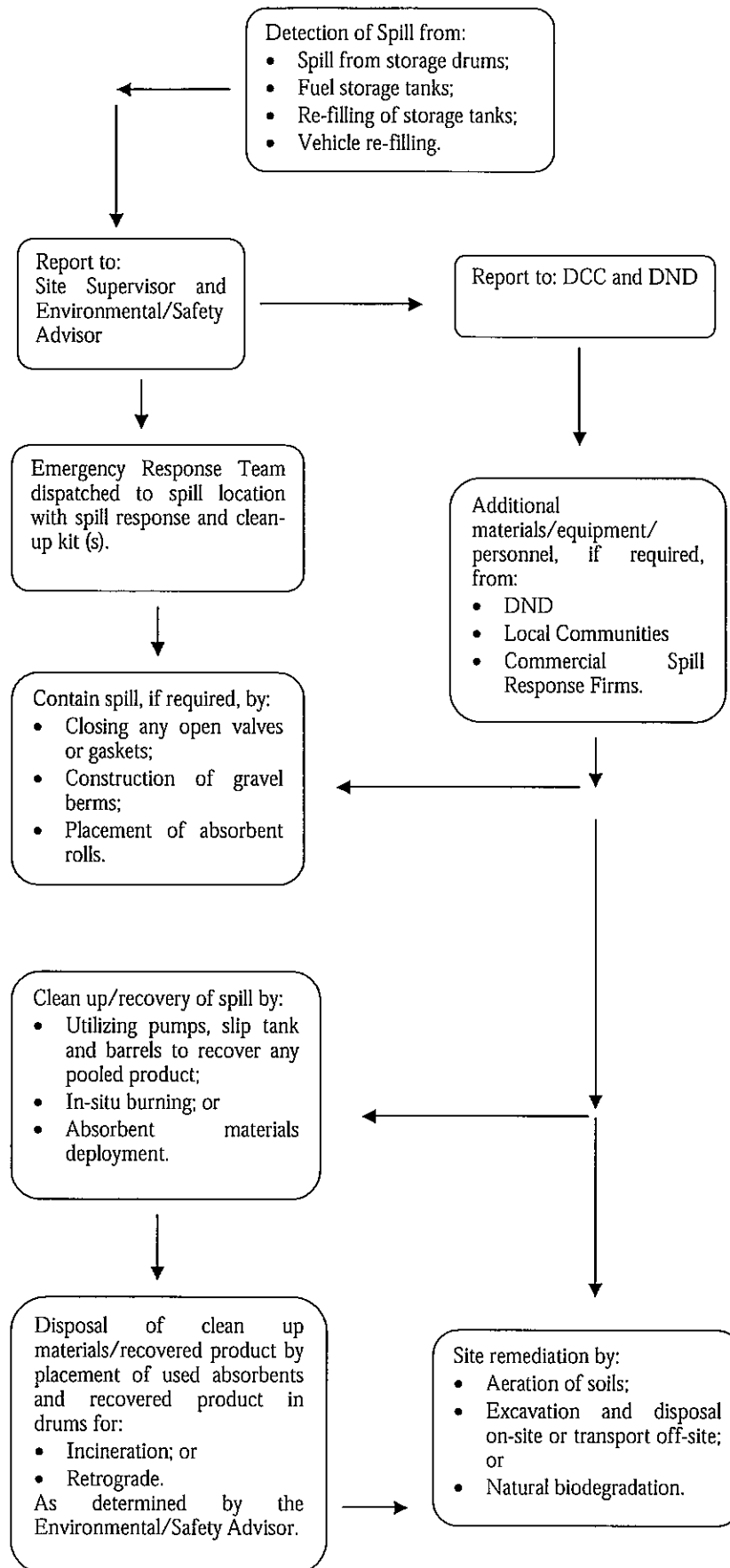
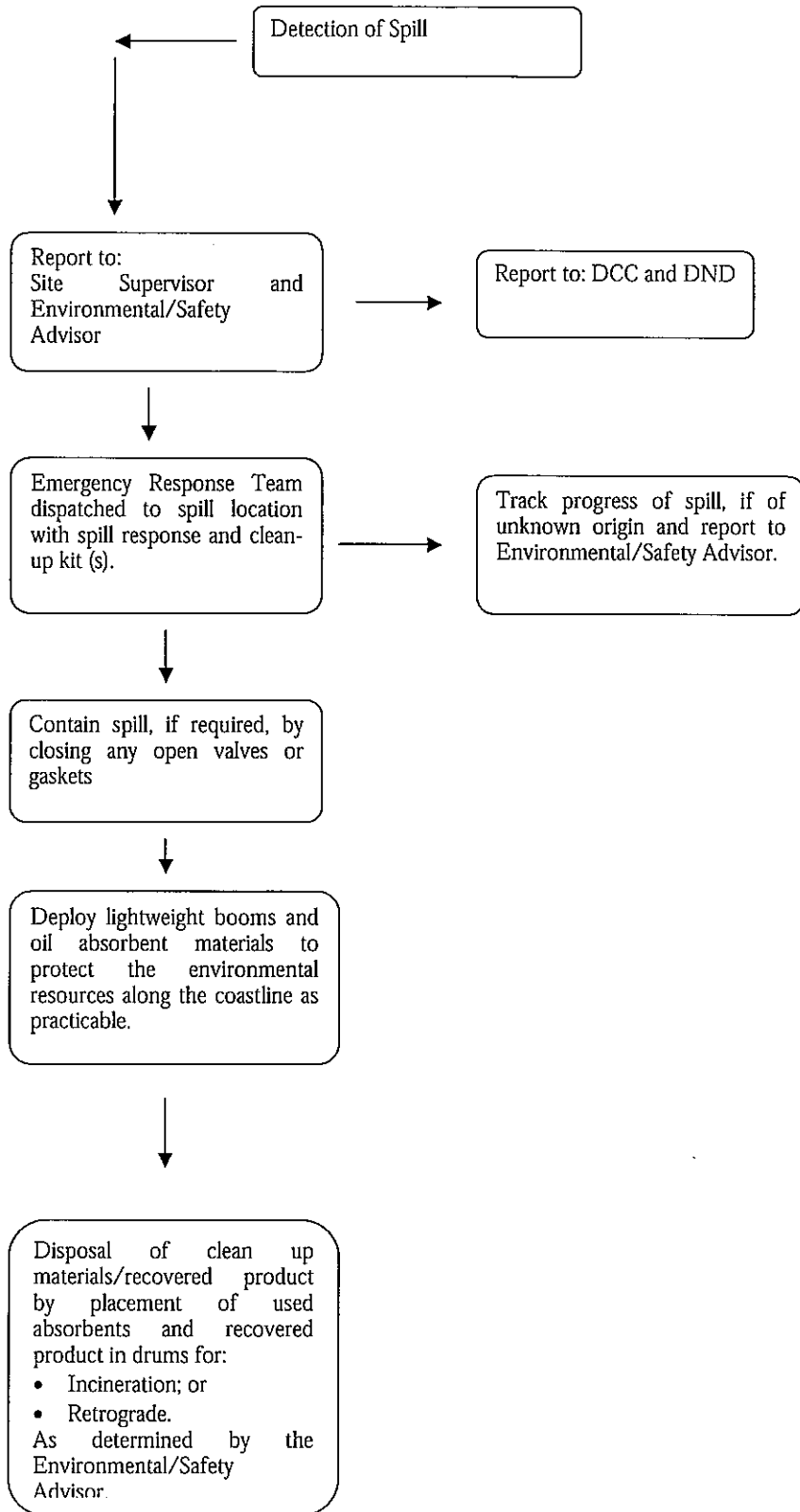


Figure 4: Response Procedures for Freshwater and Marine Spill Response



#### **4. REPORTING PROCEDURE**

When reporting a spill to the 24 Hour Spill Report Line and completing the GNWT Spill Report Form, the following information shall be included:

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

Contingency Plan  
PIN-M, Cape Parry  
DEW Line Site

Government of the Northwest Territories <b>SPILL REPORT (Phone: 867-920-8130)</b>		
A	Report Date:	Date and Time of Spill, if Known:
B	Location and Map Coordinates (if known) and Direction if Moving	
C	Party Responsible	
D	Product Spilled and Estimated Quantities (Provide Metric Volumes/Weights if possible)	
E	Cause of Spill	
F	Is Spill Terminated or Continuing	
G	Extent of Contaminated Area	
H	Factors Affecting Spill or Recovery – Temperature, Wind, Snow, Ice, Terrain, Buildings, etc.	
I	Containment – Natural, Booms, Dykes, or Other. No Containment.	
J	Action, if any, Taken or Proposed to Contain, Recover, Clean-up or Dispose	
K	Do You Require Assistance?	If so, What Form?
L	Hazard to Persons or Property or Environment – Fire, Drinking Water	
M	Comments or Recommendations	
Reported by:	Position, Employer, Location	Telephone:
Reported to:	Position, Employer, Location	Telephone:

## **5. ACTION PLAN**

The following substances could potentially be spilled at the PIN-M site:

- Fuels and lubricating oils;
- Solvents;
- Alcohols and glycols;
- PCB containing liquids; and
- Heavy metal containing liquids.

### **5.1 Environmental Protection Measures**

The environmental protection measures outlined in the following sections are to be taken by all workers on-site to reduce the chance of environmental impairment due to a spill, release or other accident.

#### **5.1.1 General Procedures**

The following general clean up procedures shall apply for all spill areas.

- Wear protective clothing as required for handling spills.
- Contain spills on soil or rock by constructing earthen dykes using available material. If soil is not available, place sorbent material or boom in path of spill. As the sorbent barrier becomes saturated, continually replace it. Fuel or other liquids lying in pools, trenches or in specially constructed troughs are to be removed with pumps, buckets or skimmers.
- If ground is snow covered, create snow dykes and line with a chemically-compatible liner for containment and recovery of liquid.

- For fuel spills on water, deploy containment booms and recover as much fuel as possible with a work boat and skimmer if the area has less than 1/10 ice cover. If the area is ice infested, burn any fuel spills using igniters.
- Apply sorbents, if necessary.
- Assess potential for disturbance of wildlife, fish, and archaeological sites by spill or clean up operations and notify the relevant authorities.
- Notify environmental authorities to discuss disposal and clean up options.
- Conduct required clean up operations.
- Assess and appropriately treat any areas disturbed by clean up activities.
- Ensure the site has been completely restored and leave the site only when all work is finalized.

#### **5.1.2 Fuel Storage Areas**

- Avoid sites that slope towards waterways or other environmentally sensitive areas, exhibit ponding or flooding, or have high groundwater tables, excessive seepage or ice-rich (thaw sensitive) soils. Avoid archaeological resources.
- Conduct fuelling and lubrication of equipment in a manner that avoids spillage of fuels, oils, greases and coolants. When refuelling equipment, operators are to use leak-free containers and reinforced rip and puncture proof hoses and nozzles. Operators are to be in attendance for the duration of the refuelling operation and are to ensure that all storage container outlets are properly sealed after use.
- Store fuel in self-dyking containers, or position over an impervious liner and surround by an impervious dyke of sufficient height to contain not less than 110% of the capacity of the tank.



- Smoking is prohibited within 7.5 metres of the fuel storage facility. Provide appropriate signage.
- Inspect fuel storage facilities at least once each week for the duration of the project. Fire-fighting equipment is to be available for immediate access at each and every fuel storage facility.
- Store all barrels containing fuel and/or other hazardous materials in an elevated position either on their side with the bungs facing the 9 and 3 o'clock position or on pallets, upright, banded and encased in overpack containers.
- All barrels shall be individually identified. The label shall be to industry standards and shall provide all information necessary for health and safety, and environmental purposes. Make available, to all personnel, Material Safety Data Sheets for all materials maintained in the construction camp.
- Treat all waste petroleum products including used oil filters as hazardous material, and handle and dispose of following the requirements as specified in the appropriate regulations.
- Conduct regular inspections of all machinery hydraulic, fuel, and cooling systems. Repair leaks immediately.
- Pre-assemble and maintain emergency spill equipment including as least two fuel pumps, empty 200 litre barrels and absorbent material sufficient to clean up a 1000 litre spill at all permanent fuel storage sites and work camps.
- Remove all barrels, redundant fuel storage facilities and associated materials and equipment from the site at the conclusion of the work.

### 5.1.3 Hazardous Material Storage Areas

Hazardous waste materials are wastes or materials that are designated as "hazardous" under Northwest Territories or Federal legislation; or as "dangerous goods" under the *Transportation of Dangerous Goods Act* (TDGA). The *Canadian Environmental Protection Act* (CEPA) regulates material containing PCBs at greater than fifty parts per million (ppm).

Hazardous waste materials may be encountered during sorting of site and demolition debris and during the excavation of the landfills. Collect and sort hazardous materials using equipment suitable for the task.

- Locate the hazardous material processing area a minimum of 100 metres from the nearest archaeological site or water body, on ice poor, well drained soil, and as close to the location of work as possible.
- Control movement of vehicles and equipment between the hazardous material processing area and work site to prevent the spread of potentially hazardous material along roadways.
- Store hazardous materials so that each storage area is separated from the nearest water body by a 30 metre buffer zone.
- The *Transportation of Dangerous Goods Act* (TDGA) and the *International Air Transport Association* (IATA) Dangerous Goods Regulations govern the packaging and shipment of hazardous goods within Canada. If shipping out of Canada, Canadian regulations and regulations of the destination country both apply. Requirements of the International Marine Dangerous Goods Code (IMDGC) must be addressed in international waters (e.g. near Greenland).
- Any material classified as hazardous by the TDGA must be accompanied by the appropriate TDG shipping documents. The documents are to state the shipper, the receiver and all

carriers involved in the transport of the shipment. Non-hazardous materials are also to be accompanied by a document indicating ownership and responsibility of the receiver.

- Package all hazardous material in accordance with the Transportation of Dangerous Goods Regulations.

**NOTE: MSD Sheets and other information on hazardous materials is to be provided by the Contractor once they begin clean up activities at the site.**

## **5.2 Spill Recovery Success**

In order to determine whether a spill has been successfully remediated, samples of soil and/or water are to be collected and tested for the chemical parameters contained in the spill material. If concentrations of the spill chemicals are not detected, or are at concentrations below the applicable Territorial, CCME, or DLCU criteria, the spill clean up will be determined a success.

## **6. ENVIRONMENTAL MAPPING**

Design Drawings showing the project layout and location of site facilities and construction/clean up camp and a topographic map segment of the site are included in the attached pdf document entitled PIN-M drawings..

## 7. RESOURCE INVENTORY

The following equipment is typically found on-site during a clean up program. The exact type of equipment found at the PIN-M site may vary slightly.

- Cat 966 front-end loader or equivalent with buckets, snow plow and forks
- Cat D7 bulldozer or equivalent with blade and ripper
- Cat D3 bulldozer or equivalent with blade and backhoe
- End-dump or body-job gravel trucks
- Fuel truck
- Platform/Flatbed truck
- Crane
- Hitachi 200 Excavator or equivalent.
- Cat C5563 compactor or equivalent
- Tow behind packer (smooth drum or sheep foot)
- Truck/track mounted drill rig (percussion or rotary)
- All terrain vehicles
- Pick-up trucks
- Generators
- Water truck
- Screening Plant

Other resources available for use in the event of a spill could be provided by Paulatuk, the nearest local community to the PIN-M site, located 100 kilometres to the southeast. Due to the remoteness of the site, all equipment would have to be air-lifted by charter into the site.

All equipment is generally stored at the construction camp/storage area where the camp personnel are stationed. Some equipment may be stored at the area in which the equipment is being used.

However, because of the relatively compact size of the PIN-M site, deployment to a potential spill area would be immediate.

All vehicles are to be equipped with absorbent materials, drip trays, shovels and disposal bags.

## **8. TRAINING AND EXERCISES**

The Spill Response Training Program will provide instruction in all aspects of spill response stated in the plan for all on-site personnel.

Spill Response Training will include the following subjects:

- Spill Awareness and Prevention;
- Methods of Detection;
- Storage and Distribution Systems;
- Storage of Products on-site;
- Types of Spills and Seasonal Considerations;
- Reporting Procedures and Initial Responses;
- Spill Response Kit Familiarization;
- Clean up and Site Remediation Methods;
- Occupational Health and Safety; and,
- Post Spill Review Process and Documentation

Instruction in Spill Response Training will be conducted via lectures, audio-visual presentations, and spill simulation and site remediation exercises.

**NOTE: The training is to be provided by qualified personnel provided by the Contractor.**

**APPENEIX I**

Information Sources



## **APPENDIX I**

### **Information Sources**

Northwest Territories Water Board. 1987. Guidelines for Contingency Planning. Prepared by the Northwest Territories Water Board Technical Advisory Committee. January 1987.

UMA. 2002. Specifications for the Cleanup of PIN-M, Cape Parry DEW Line Site. Prepared by UMA Engineering Ltd., in association with The SGE Group Inc. March 2002.