

February 9, 2021

Mayor Norman Anikina  
Hamlet of Sachs Harbour  
P.O. Box 90  
Sachs Harbour, NT X0E 0Z0

Dear Mayor Anikina:

**Re: N7L3-1531 - Hamlet of Sachs Harbour, Municipal Water Licence Operation and Maintenance Plans - Additional Information Request**

The Inuvialuit Water Board (IWB) sent out an additional information request to the Hamlet of Sachs Harbour on November 17, 2017 with follow up reminders sent on March 29, 2019 and October 30, 2020 regarding the Sachs Harbour Municipal Water Licence Operation & Maintenance (O&M) Plans. The following O&M Plans are required to be approved by the Board. The additional information requested for each plan is itemized below:

**1. Municipal Water Licences Operation and Maintenance Plan - Sewage Waste**

**Disposal Facilities:**

- a) Location map of the Sewage Waste Disposal Facilities;
- b) Description of Sewage Waste Disposal Facilities such as: name, length, width, depth, volume and area of lagoon, freeboard, treatment methods (e.g. aerobic, anaerobic, facultative), sewage discharge chute and any other site-specific descriptions;
- c) A map or drawing indicating the location of all Surveillance Network Program (SNP) sampling stations, with associated Global Positioning System (GPS) locations (Note: Google Earth latitude and longitude should be utilized as the GPS points);
- d) Indicate the frequency (e.g. never, daily, weekly, monthly, annually, other-specify) of each of the following activities at the Sewage Waste Disposal Facilities:
  1. inspection of inlet and truck discharge structures for damage, blockage,
  2. settlement or erosion and their maintenance;
  3. monitoring of water level to ensure the minimum freeboard on constructed berms, dykes and dams is maintained;
  4. inspection of dams, dykes and berms for damage by animals or erosion and their maintenance;
  5. monitoring of the colour of the liquid in the lagoon as an indication of performance;
  6. sewage discharge measurement;
  7. measurement of sludge levels;
  8. removal and disposal of accumulated sludge including location;
  9. monitoring for damage to fencing/signage and gate;
  10. inspection, grading and reshaping of access road and truck pad;
  11. SNP sampling and timing; and
  12. any other activities relevant to the O&M of the Sewage Waste Disposal Facilities.

**2. Municipal Water Licences - Spill Contingency Plan:**

- a) Map(s) showing the following:
  1. buildings, roads, culverts, airstrips and other infrastructure;

2. all surface water bodies and direction of water flow including catchment basins;
  3. storage locations of each hazardous material;
  4. probable spill locations and direction of flow on land and in water;
  5. locations of all response equipment;
  6. environmentally sensitive areas;
  7. any approved disposal sites;
  8. topography;
  9. and any other important on or off-site features;
- b) The name, job title and 24-hour telephone number(s) of staff and/or community member(s) responsible for activating the Spill Contingency Plan at each facility. This should include alternate staff, should the regular staff not be available; and
- c) Material Safety Data Sheets (MSDS) for all chemicals, fuels, and oils used in community operations.

3. **Municipal Water Licences - Hazardous Waste Management Plan** is also required and should include all information as outlined in Part E, Item 3 of the Licence.

The IWB is providing templates to assist the Hamlet of Sachs Harbour with the document submissions. Please submit two (2) hard copies and two (2) electronic copies (USB's) of the additional information requested. All submitted documents, including related IWB correspondence will be placed on the IWB Public Register.

Should you have questions or concerns, please contact me at 867-678-8610 or email [adhikarib@inuvwb.ca](mailto:adhikarib@inuvwb.ca) or Mardy Semmler, Executive Director at 867-678-8609 or [semmlerm@inuvwb.ca](mailto:semmlerm@inuvwb.ca).

Sincerely,



Bijaya Adhikari, PhD  
Science and Regulatory Coordinator

cc: Betty Haogak, SAO – Hamlet of Sachs Harbour  
Lloyd Gruben, Water Resource Officer, ENR - Inuvik Region