



Hamlet of
Water Licence Number:

Municipal Water Licence

Annual Report for the Year

Date Prepared:

Municipal Water Licence Annual Report

Hamlet of _____
Licence # _____
Reporting year _____

1. Water Usage

Table 1: Monthly and annual quantities of fresh water obtained from all sources

Month	Volume from Source (m ³ or L)	Volume from any other Source (m ³ or L)
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
TOTALS		
ANNUAL TOTAL (m³ or L)		
% Increase or decrease from previous year		

Reasons for increase / decrease (if applicable):

Reasons for exceeding licensed withdrawal volumes (if applicable):

General information:

2. Sewage Disposal

Table 2: Monthly and annual quantities of sewage discharged to the sewage disposal facilities

Month	Volume of sewage discharged (m ³ or L)
January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
ANNUAL TOTAL (m³ or L)	
% Increase or decrease from previous year	

3. Hazardous Waste Storage and Transportation

On Table 3, list the types of hazardous waste accepted into the facility including volumes.

Table 3: Monthly and annual quantities of hazardous waste stored on site and transported off site

Month	Type of hazardous waste accepted (Volume in m ³ or L)	Type of hazardous waste transported off site (Volume in m ³ or L)
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
ANNUAL TOTAL (m³ or L)		
% Increase or decrease from previous year		

If hazardous waste has been transported off site this year, please describe how it was transported and the final destination:

Please include treatment or disposal plans for the remaining quantities:

Please describe any changes or improvements to temporary hazardous waste storage areas:

4. Sewage Sludge Removal

Table 4: Monthly and annual quantities of sewage sludge removed from the sewage disposal facilities and disposal location

Month	Volume of sewage sludge removed (m ³ or L)	Disposal location
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
ANNUAL TOTAL (m³ or L)		
% Increase or decrease from previous year		

5. Problems, Modifications or Repairs Completed During the Year on Water Supply and Waste Disposal Facilities

Include any changes to infrastructure of all facilities completed during the year, including any changes, repairs and modifications. Please note any problems that occurred during the year. If there are no changes, make note of that also.

6. SNP Data

A condition of the Water Licence is the Surveillance Network Program (SNP). The SNP outlines the sampling requirements and frequency at monitoring stations. *In table 5, insert the sites sampled during the reporting year and the sampling period (sampling date). Attach the complete Taiga Laboratory results, with your “Municipal Water Licence Annual Report” to the Inuvialuit Water Board.*

Table 5: Sampling station and sampling period

Sampling station	After break-up	Prior to freeze-up

7. Spills and Unauthorized Discharges

List any spills and unauthorized discharges, how and when they were reported, and clean up methods.

8. Spill Response Training and/or other Operator Training

Please provide a description of any Spill Response Training and/or other operator training carried out during the year.

9. Closure and Reclamation

Include a description of any closure, remediation and/or reclamation activities completed during the year and an outline of any work anticipated for next year.

10. Studies Requested by the Board that Relate to Water Use, Waste Disposal or Closure and Reclamation

If the Board has requested that specific studies be completed or have asked for specific information be included in the annual report, include these details in this section. Include a summary report of the study completed and the results. Include as attachments with the submission of the Annual Report. Include details of any upcoming studies that will be completed by the Hamlet.

11. Updates or Revisions to Approved Plans

Include details on any changes to approved plans such as the Solid and Sewage Waste Disposal Facilities Operating and Maintenance Plan (O&M Plan) or any other plans specific to your Water Licence.

- *Spill Contingency Plan*
- *Solid Waste Disposal Facilities Operation and Maintenance Plan*
- *Sewage Disposal Facilities Operation and Maintenance Plan*
- *Hazardous Waste Management Plan*
- *Closure and Reclamation Plan*

12. Inspection of Dams, Berms, Dykes and Control Structures

Include results of any inspections of all dams, berms, dykes and control structures related to the water intake facilities, solid waste disposal facilities, sewage disposal facilities and/or any other specific to your water licence.

13. Inspections on all Water and Waste Disposal Facilities

Include results of regular staff inspections on all water and waste disposal facilities authorized under this licence and any corrective actions taken, as necessary.

14. Correspondence between the Inspector and the Licensee

Include all correspondence between the Inspector and the Licensee with your annual report.

15. Other Information

Include any other details on waste disposal requested by the Board by November 1, of the year being reported. In this section you may include non-compliance items identified in the inspection reports and how the Hamlet is addressing them. If there are any contaminated soil piles currently in use, please list the details of containment, remediation, and progress in this section. Ongoing issues with compliance can be identified here. If the IWB is aware of ongoing problems with the licence, discussions can occur to find a resolution.