

Attention: Adella Carpenter, Acting/SAO
Hamlet of Sachs Harbour
P.O. Box 90
Sachs Harbour, NT X0E 0Z0

November 26, 2012

Dear Ms. Carpenter,

Attached is Water Licence N7L3-1531 granted to the Hamlet of Sachs Harbour by the Northwest Territories Water Board (the Board) in accordance with the *Northwest Territories Waters Act*. A copy of this Licence has been filed in the Public Registry at the Northwest Territories Water Board offices in Inuvik and Yellowknife.

Water Licence N7L3-1531 has been approved for a period of 5 years commencing November 21, 2012 and expiring November 20, 2017. Included with the attached Licence are the general procedures for the administration of Licences in the Northwest Territories. Please review the procedures and the Licence carefully and address any questions to the Board's office.

This letter, with attached procedures, all Inspection Reports and correspondence related thereto are part of the Public Registry and are intended to keep all interested parties informed of the manner in which the Licence requirements are being met. All Public Registry material will be considered if an amendment to the Licence is requested.

The full cooperation of the Hamlet of Sachs Harbour is expected and appreciated. Should you have any further questions or concerns, please telephone the Northwest Territories Water Board at (867) 678-2942.

Yours sincerely,



Eddie Dillon, Chair
Northwest Territories Water Board
P.O. Box 2531
Inuvik, NT X0E 0T0

Attachments

Copied to: Conrad Baetz, North Mackenzie District Office – AANDC
Robert Jenkins, Water Resources Division - AANDC
Distribution list of reviewers

NORTHWEST TERRITORIES WATER BOARD

Pursuant to the Northwest Territories Waters Act and Regulations the Northwest Territories Water Board, hereinafter referred to as the Board, hereby grants to

Hamlet of Sachs Harbour
(Licensee)
of P.O. Box 90
Sachs Harbour NT X0E 0Z0
(Mailing Address)

hereinafter called the Licensee, the right to alter, divert or otherwise use water subject to the restrictions and conditions contained in the Northwest Territories Waters Act and Regulations made thereunder and subject to and in accordance with the conditions specified in this Licence.

Licence Number N7L3-1531

Licence Type "B"

Water Management Area NORTHWEST TERRITORIES 07

Location Latitude 72° 58'N and Longitude
125° 14' W SACHS HARBOUR,
NORTHWEST TERRITORIES

Purpose MUNICIPAL WATER USE AND WASTE
DISPOSAL

Quantity of Water Not
To Be Exceeded 4800 cubic metres annually

Effective Date of Licence November 21, 2012


Expiry Date of Licence November 20, 2017

This Licence issued and recorded at Inuvik includes and is subject to the annexed conditions.

NORTHWEST TERRITORIES WATER BOARD



Witness



Chair

**GENERAL PROCEDURES FOR THE ADMINISTRATION OF LICENCES
ISSUED UNDER THE NORTHWEST TERRITORIES WATERS ACT
IN THE NORTHWEST TERRITORIES**

1. At the time of issuance, a copy of the Licence is placed on the Water Register in the Office of the Northwest Territories Water Board in Yellowknife, and is then available to the public.
2. To enforce the terms and conditions of the Licence, the Minister of Indian Affairs and Northern Development has appointed Inspectors in accordance with Section 35(1) of the *Northwest Territories Waters Act*. The Inspectors coordinate their activities with officials of the Water Resources Division of the Department of Indian Affairs and Northern Development. The Inspector responsible for Licence No. N7L3-1531 is located in the North Mackenzie - Inuvik District Office.
3. To keep the Water Board and members of the public informed of the Licensee's conformity to Licence conditions, the Inspectors prepare reports which detail observations on how each item in the Licence has been met. These reports are forwarded to the Licensee with a covering letter indicating what action, if any, should be taken. The inspection reports and covering letters are placed on the public Water Register, as are any responses received from the Licensee pertaining to the inspection reports. It is therefore of prime importance that you react in all areas of concern regarding all inspection reports so that these concerns may be clarified.
4. If the renewal of Licence No. N7L3-1531 is contemplated it is the responsibility of the Licensee to apply to the Water Board for renewal of the Licence. The past performance of the Licensee, new documentation and information, and points raised during a public hearing, if required, will be used to determine the terms and conditions of any Licence renewal. Please note that if the Licence expires and another has not been issued, then water and waste disposal must cease, or you, the Licensee, would be in contravention of the *Northwest Territories Waters Act*. It is suggested that an application for renewal of Licence No. N7L3-1531 be made at least eight months in advance of the Licence expiry date.
5. If, for some reason, Licence No. N7L3-1531 requires amendment, then a public hearing may be required. You are reminded that applications for amendments should be submitted as soon as possible to provide the Water Board with ample time to go through the amendment process. The process may take up to six (6) months or more depending on the scope of the amendment requested.

6. Specific clauses of your Licence make reference to the Board, Analyst or Inspector. The contact person, address, phone and fax number of each is:

BOARD: Executive Director
Northwest Territories Water Board
Box 2531
INUVIK, NT X0E 0T0
Phone No: (867) 678-2942
Fax No: (867) 678-2943

Executive Director
Northwest Territories Water Board
Box 1326
YELLOWKNIFE, NT X1A 2N9
Phone No: (867) 765-0106
Fax No: (867) 765-0114

ANALYST: Analyst
Water Laboratory
Department of Indian Affairs
and Northern Development
Box 1500, 4601 - 52nd Avenue
YELLOWKNIFE, NT X1A 2R3
Phone No: (867) 669-2780
Fax No: (867) 669-2718

INSPECTOR: Inspector
North Mackenzie-Inuvik District Office
Department of Indian Affairs
and Northern Development
P.O. Box 2100
INUVIK, NT X0E 0T0
Phone No: (867) 777-3361
Fax No: (867) 777-2090

PART A: SCOPE AND DEFINITIONS

1. **Scope**

- a. This Licence entitles the Hamlet of Sachs Harbour to use water and dispose of Waste for municipal undertakings at Sachs Harbour, latitude 72°58' North and longitude 125°14' West, Northwest Territories.
- b. This Licence is issued subject to the conditions contained herein with respect to the taking of water and the depositing of Waste of any type in any Waters or in any place under any conditions where such Waste or any other Waste that results from the deposits of such Waste may enter any Waters. Whenever new Regulations are made or existing Regulations are amended by the Governor in Council under the *Northwest Territories Waters Act*, or other statutes imposing more stringent conditions relating to the quantity or type of Waste that may be so deposited or under which any such Waste may be so deposited, this Licence shall be deemed, upon promulgation of such Regulations, to be automatically amended to conforming to such Regulations.
- c. Compliance with the terms and conditions of this Licence does not absolve the Licensee from responsibility for compliance with the requirements of all applicable Federal, Territorial and Municipal legislation.
- d. This Licence is issued subject to the conditions contained herein with respect to the Use of Waters as prescribed in Section 8 of the Act and the Deposit of Waste to any Waters as prescribed in Section 9 of the Act.

2. **Definitions**

In this Licence: **N7L3-1531**

“Act” means the *Northwest Territories Waters Act*;

“Analyst” means an Analyst designated by the Minister under Section 35(1) of the *Northwest Territories Waters Act*;

“Average Concentration” means the discrete average of up to four consecutive analytical results, and as submitted to the Board in accordance with the sampling and analysis requirements specified in the “Surveillance Network Program”;

Sachs Harbour Municipal Water Licence–N7L3-1531

“Average Concentration For Faecal Coliforms” means the running geometric mean of up to four consecutive analytical results, and as submitted to the Board in accordance with the sampling and analysis requirements specified in the “Surveillance Network Program”;

“Bagged Toilet Waste Disposal Facilities” comprises the area and associated structures designed to contain bagged Toilet Waste (honey bags);

“Board” means the Northwest Territories Water Board established under Section 10 of the *Northwest Territories Waters Act*;

“Greywater” means all liquid Waste from showers, baths, sinks, kitchens and domestic washing facilities, but does not include Toilet Waste;

“Engineer” means a professional engineer registered to practice in the Northwest Territories in accordance with the Engineering and Geosciences Act, S.N.W.T. 2006, c.16

“Inspector” means an Inspector designated by the Minister under Section 35(1) of the *Northwest Territories Waters Act*;

“Licensee” means the holder of this Licence;

“Minister” means the Minister of Indian Affairs and Northern Development;

“Modification” means an alteration to a physical work that introduces a new structure or eliminates an existing structure and does not alter the purpose or function of the work, but does not include an expansion;

“Pump-out Sewage” means all Toilet Wastes and/or Greywater collected by means of a vacuum truck for disposal at an approved facility;

“Regulations” means Regulations proclaimed pursuant to Section 33 of the *Northwest Territories Waters Act*;

“Sewage” means all Toilet Wastes and Greywater;

“Sewage Disposal Facilities” comprises the area and engineered structures designed to contain Sewage;

“Solid Waste Disposal Facilities” comprises the area and associated structures designed to contain solid Waste;

Sachs Harbour Municipal Water Licence—N7L3-1531

“Toilet Wastes” means all human excreta and associated products, but does not include Greywater;

“Waste” means waste as defined by Section 2 of the *Northwest Territories Waters Act*;

“Waste Disposal Facilities” means all facilities designated for the disposal of Waste, and includes Sewage Disposal Facilities, Solid Waste Disposal Facilities, and Bagged Toilet Wastes Disposal Facilities;

“Water Supply Facilities” means all facilities designed to collect, treat and supply water for municipal purposes; and

“Waters” means any Waters as defined by Section 2 of the *Northwest Territories Waters Act*.

PART B: GENERAL CONDITIONS

1. The Licensee shall file an Annual Report with the Board not later than April 30th of the year following the calendar year reported which shall contain the following information:
 - a. The monthly and annual quantities in cubic metres of fresh water obtained from all sources;
 - b. the monthly and annual quantities of each and all Wastes discharged, including Sewage discharged to the Sewage Disposal Facilities;
 - c. a summary of the monthly and annual quantities of hazardous Waste stored on site and transported off site;
 - d. the monthly and annual quantities of solid Waste (e.g. sewage solids) removed from the Sewage Disposal Facilities for disposal;
 - e. any problems, Modifications or repairs done to the Water Supply and Waste Disposal Facilities, including all associated structures;
 - f. tabular summaries of all data generated under the “Surveillance Network Program”;
 - g. a list of spills and unauthorized discharges;

Sachs Harbour Municipal Water Licence–N7L3-1531

- h. an outline of any spill training and/or other operator training carried out;
 - i. a summary of any closure and remediation work completed during the year and an outline of any work anticipated for the next year;
 - j. a summary of any studies requested by the Board that relate to Waste disposal, water use or reclamation and a brief description of any future studies planned;
 - k. updates and/or revisions to the approved Spill Contingency Plan, Municipal Solid Waste Operations and Maintenance Plan, and Sewage Treatment Plan; and,
 - l. any other details on Waste disposal or water use requested by the Board by November 1st of the year being reported.
2. The Licensee shall comply with the "Surveillance Network Program" annexed to this Licence, and any amendment to the said "Surveillance Network Program" as may be made from time to time, pursuant to the conditions of this Licence.
 3. The "Surveillance Network Program" and compliance dates specified in the Licence may be modified at the discretion of the Board.
 4. The Licensee shall, within 60 days of the issuance of this Licence, submit to the Board for approval a map or drawing indicating the location of all Surveillance Network Program sampling stations, with associated GPS coordinates.
 5. The Licensee shall, within 60 days of issuance of this Licence, post signs in the appropriate areas to inform the public of Water Supply and Waste Disposal Facilities. Additional signage at the Solid Waste Disposal Facility shall clearly indicate where different waste streams collected by the Hamlet should be deposited. All postings shall be located and maintained to the satisfaction of an Inspector.
 6. Meters, devices or other such methods used for measuring the volumes of Waste disposed and discharged shall be installed, operated and maintained by the Licensee to the satisfaction of an Inspector.
 7. The Licensee shall immediately report to the 24 Hour Spill Report Line (867 920-8130) any spills of Waste which are reported to, or observed by, the Licensee within the municipal boundaries, or in the areas of the Water Supply or Waste Disposal Facilities.

Sachs Harbour Municipal Water Licence–N7L3-1531

8. The Licensee shall ensure a copy of this Licence is maintained at the municipal office at all times.

PART C: CONDITIONS APPLYING TO WATER USE

1. The Licensee shall obtain all water for human consumption from Water Lake using the Water Supply Facilities or as otherwise approved by the Board.
2. The Licensee may obtain water from an alternate water supply for use on an emergency basis upon approval of an Inspector, when it is not possible to obtain water from the source stated in Part C, Item 1.
3. The annual quantity of water used for all purposes shall not exceed 4800 cubic metres.

PART D: CONDITIONS APPLYING TO WASTE DISPOSAL

1. The Licensee shall direct all Pump-out Sewage to the Sewage Disposal Facilities or as otherwise approved by the Board.
2. All Sewage effluent discharged from the Sewage Disposal Facilities at 'Surveillance Network Program' Station Number 1531-2 shall meet the following effluent quality standards:

Sample Parameter	Maximum Concentration	Average
Faecal Coliforms	1 x 10 ⁴ CFU/100mL	
Biological Oxygen Demand (BOD ₅)	120 mg/L	
Oil and Grease	5 mg/L	
Total Suspended Solids (TSS)	180 mg/L	

The Waste discharged shall have a pH between six (6) and nine (9) and no visible sheen of oil and grease.

3. The Licensee shall ensure that the Sewage Disposal Facilities' lagoon is maintained and operated in such a manner as to prevent structural failure.
4. The Licensee shall maintain the Sewage Disposal Facilities to the satisfaction of

Sachs Harbour Municipal Water Licence--N7L3-1531

an Inspector.

5. All bagged Toilet Wastes (honey bags) shall be disposed of at the Bagged Toilet Waste Disposal Facilities to the satisfaction of an Inspector.
6. The Licensee shall dispose of all solid Waste at the Solid Waste Disposal Facilities or as otherwise approved by the Board.
7. The Licensee shall notify an Inspector when any contaminated soil and/or contaminated snow is deposited at the Solid Waste Disposal Facilities.
8. The Licensee shall contain all contaminated soil and/or contaminated snow in such a manner as to minimize the potential for migration of contaminants into any Waters, to the satisfaction of an Inspector.
9. The Licensee shall segregate and store hazardous Waste in a designated contained temporary storage area, to the satisfaction of an Inspector.
10. The Licensee shall not open burn solid or liquid Waste, with the exception of paper products, paperboard packaging and untreated wood in accordance with the guideline *Municipal Solid Wastes Suitable for Open Burning*, developed by the GNWT Department of Environment and Natural Resources.
11. The Licensee shall ensure that any unauthorized Wastes associated with the municipal undertaking do not enter any Waters.
12. The Licensee shall maintain the Solid Waste Disposal Facilities to the satisfaction of an Inspector.

PART E: CONDITIONS APPLYING TO OPERATION AND MAINTENANCE

1. The Licensee shall maintain a Spill Contingency Plan in accordance with the *Guidelines for Spill Contingency Planning, April 2007* developed by AANDC-Water Resources Division and as approved by the Board.
2. The Licensee shall submit to the Board for approval by June 30, 2013, a Sewage Treatment Plan that includes the following:
 - a) specifications of the Sewage Disposal Facilities including engineering drawings and design performance standards;

Sachs Harbour Municipal Water Licence—N7L3-1531

- b) operations, maintenance and monitoring programs for the Sewage Disposal Facility including maintenance schedules (e.g. frequency of inspection of dams, dykes and drainage courses);
 - c) sewage solids management program including the removal and disposal of sewage solids generated at the Sewage Disposal Facility; and
 - d) operator training standards and plans.
3. The Licensee shall submit to the Board for approval by June 30, 2013 a Municipal Solid Waste Operations and Maintenance Plan in accordance with the *Guideline for the Planning, Design, Operations and Maintenance of Modified Solid Waste Sites in the Northwest Territories, April 2003* developed for The Department of Municipal and Community Affairs, Government of the Northwest Territories.
 4. The Licensee shall implement the Spill Contingency Plan, the Sewage Treatment Plan, and the Municipal Solid Waste Operations and Maintenance Plan as and when approved by the Board.
 5. The Licensee shall review the Spill Contingency Plan, the Sewage Treatment Plan, and the Municipal Solid Waste Operations and Maintenance Plan annually, and shall modify the plans as necessary to reflect changes in operation and technology or any other changes that may be required by an Inspector. The proposed changes shall be submitted to the Board for approval.

PART F: CONDITIONS APPLYING TO MODIFICATIONS

1. The Licensee may, without written approval from the Board, carry out Modifications to the Water Supply Facilities or Waste Disposal Facilities provided that such Modifications are consistent with the terms of this Licence and the following requirements are met:
 - a. the Licensee has notified the Board in writing of such proposed Modifications at least sixty (60) days prior to beginning the Modifications;
 - b. such Modifications do not place the Licensee in contravention of either the Licence or the Act;
 - c. the Board has not, during the sixty (60) days following notification of the proposed Modifications, informed the Licensee that review of the proposal will require more than sixty (60) days; and

Sachs Harbour Municipal Water Licence—N7L3-1531

- d. the Board has not rejected the proposed Modifications.
2. Modifications for which the conditions referred to in Part F, Item 1 have not been met may be carried out only with written approval from the Board or an Inspector.
3. The Licensee shall provide to the Board site plans of the Modifications referred to in Part F, Item 1 within ninety (90) days of completion of the Modifications.

PART G: CONDITIONS APPLYING TO CONSTRUCTION

1. Prior to any new construction related to the Water Supply Facilities or Waste Disposal Facilities, other than as contemplated in an approved Spill Contingency Plan, the Licensee shall submit to the Board for approval a rationale and design drawings 90 days prior to any new construction taking place.
2. Construction of designed structures as described in Part G, Item 1, shall be carried out as approved by the Board.
3. As-built drawings of the dams, dykes or structures shall be stamped by a qualified Engineer registered in the Northwest Territories and submitted to the Board within ninety (90) days of completion of construction.
4. Any fill material used in the construction of any structures as described in Part G, Item 1, must be clean and free of contaminants.

PART H. CONDITIONS APPLYING TO ABANDONMENT AND RESTORATION

1. The Licensee shall submit to the Board for approval an Abandonment and Restoration Plan at least twelve (12) months prior to abandoning any Water Supply, Sewage or Solid Waste Disposal Facilities. The Plan shall include, but not be limited to, the following:
 - a. contaminated site remediation;
 - b. the potential for groundwater contamination (leachate prevention);
 - c. consideration of altered drainage patterns;
 - d. type and source of cover materials;

Sachs Harbour Municipal Water Licence--N7L3-1531

- e. future area use;
 - f. hazardous Waste removal, transportation and disposal;
 - g. an implementation schedule;
 - h. maps delineating all disturbed areas, borrow material locations, and site facilities; and,
 - i. a restoration monitoring plan.
2. The Licensee shall implement the Plan specified in Part H, Item 1 as and when approved by the Board.

NORTHWEST TERRITORIES WATER BOARD



Chair



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NORTHWEST TERRITORIES WATER BOARD

LICENSEE: Incorporated Hamlet of Sachs Harbour

LICENCE NUMBER: N7L3- 1531

EFFECTIVE DATE OF LICENCE: November 21, 2012

EFFECTIVE DATE OF SURVEILLANCE NETWORK PROGRAM: November 21, 2012

SURVEILLANCE NETWORK PROGRAM

A. Location of Sampling Stations

<u>Station Number</u>	<u>Description</u>
1531-1	Raw water supply
1531-2	Effluent discharge from Sewage lagoon
1531-3	Run-off from Solid Waste Disposal Facilities

B. Sampling and Analysis Requirements

1. Water at Station Number 1531-2 shall be sampled twice annually, once immediately after break-up and once prior to freeze-up during periods of open water and analysed for the following parameters:

BOD₅
CBOD₅
TSS
pH
Faecal Coliforms
Oil and Grease

2. Water at Station Number 1531-3 shall be sampled annually when run-off is observed and analysed for the following parameters:

pH	Total Suspended Solids
Total Mercury	Total Cadmium
Total Chromium	Total Cobalt
Total Copper	Total Manganese
Total Nickel	Total Lead
Total Iron	Total Zinc

Sachs Harbour Municipal Water Licence—N7L3-1531

3. Water at Station Numbers 1531-2 and 1531-3 shall be inspected monthly during periods of flow for the presence of an oily sheen. If a sheen is detected, then a sample shall be collected and analyzed for the presence of oil and grease.
4. More frequent sample collection may be required at the request of an Inspector.
5. All sampling, sample preservation, and analyses shall be conducted in accordance with methods prescribed in the current edition of "Standard Methods for the Examination of Water and Wastewater" or by such other methods approved by an Analyst.
6. All analyses shall be performed in a laboratory approved by an Analyst.

C. Flow Measurement and Recording Requirements

1. The Licensee shall measure and record in cubic metres the monthly and annual quantities of Sewage discharged to the Sewage Disposal Facilities' lagoon.
2. The Licensee shall measure and record in cubic metres the monthly and annual quantities of water pumped from SNP Station Number 1531-1 for municipal purposes.

D. Reports

1. The Licensee shall submit all of the information generated by Part B and Part C of the Surveillance Network Program annually as specified in Part B, Item 1 of the Licence.

NORTHWEST TERRITORIES WATER BOARD



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