

## Appendix 5



IQALUIT MARINE  
INFRASTRUCTURE  
PROJECT

## **SPILL RESPONSE PLAN**

### **WORK PLAN**

**TOWER ARCTIC LTD.**

**CONTRACT NUMBER:** 15235-00290-07  
**PROJECT NUMBER:** 15235-00290  
**TOWER ARCTIC  
NUMBER:** 21808  
**DOCUMENT NUMBER:** TA-21808-WP-13-SPILL RESPONSE  
PLAN\_REV8  
**SUBMITTED FROM:** TOWER ARCTIC LTD.  
**SUBMITTED TO:** GOVERNMENT OF NUNAVUT, ADVISIAN  
**DATE SUBMITTED:** MARCH 15, 2021

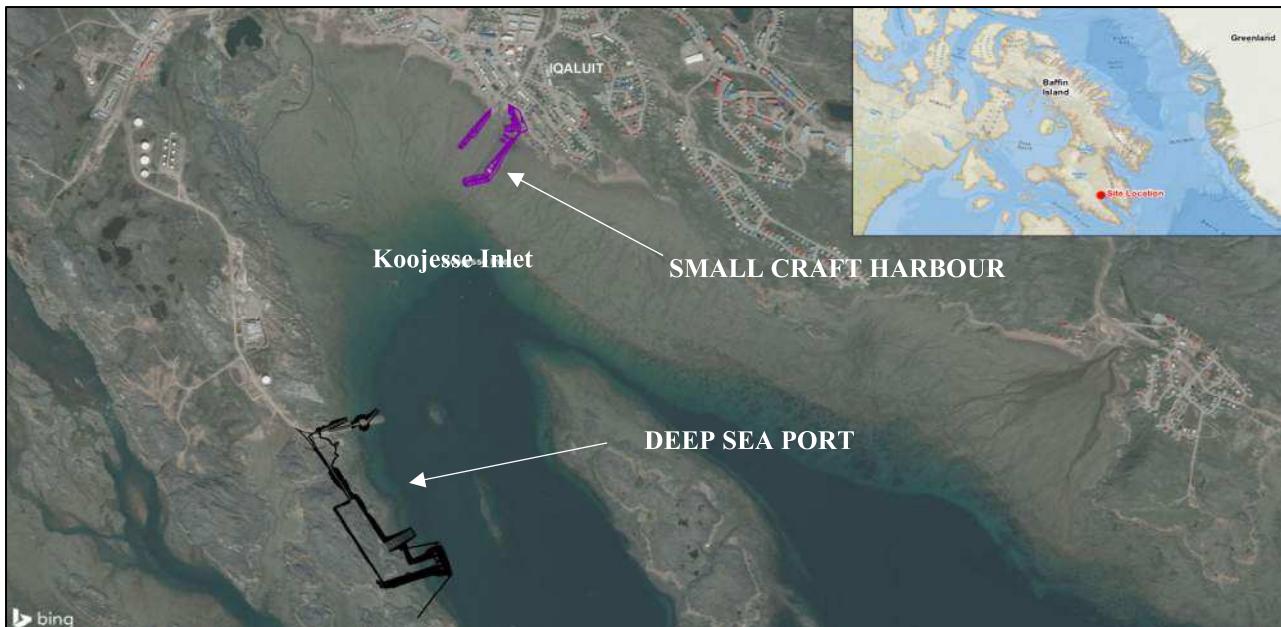


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## 1. INTRODUCTION

The Government of Nunavut (GN) has initiated the construction of two marine infrastructure projects in Iqaluit, Nunavut. The Small Craft Harbour (SCH) project and the Deep Sea Port (DSP) project were developed to improve the safety and functionality of the marine services in Iqaluit. Both projects are called « Iqaluit Marine Infrastructure Project ». The project is near the city of Iqaluit in the Qikiqtani region on Baffin Island and the construction activities took place on the west and east shores of Koojesse Inlet. Refer to **Figure 1-1** showing the general location of the project.



**FIGURE 1-1 – PROJECT LOCATION**

## 2. OBJECTIVE OF THE DOCUMENT

This document is a general contingency plan in case of accidental spill of hazardous materials in the environment. This document is presented as part of the Iqaluit Marine Infrastructure, by the company Tower Arctic LTD (TA).

This document demonstrates the organization that structures the environmental procedures that TA will execute in case of an accidental spill of hazardous material happens in the environment.

This Spill Response Plan is in accordance with the requirements on CIRNAC Guidelines for Spill Contingency Planning (2007), the Canadian Arctic Waters Pollution Prevention Regulations, the Fisheries Act and the Canadian Environmental Protection Act (Section 64).

This document is in accordance with TA's CEMP. The environmental commitments extracted from TA's CEMP are presented in **Appendix A**.



### **3. PEOPLE RESPONSIBLE**

#### **Tower Arctic environmental management team on site:**

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Cell : (418) 955-3068

##### **PROJECT MANAGER:**

MRS. MELISSA SIMARD Eng.

Cell : (418) 473-9078

##### **ASSISTANT PROJECT MANAGER**

MR. SIMON BUCHARD

Cell : (514) 264-7965



## 4. COMMUNICATION PATTERN

The communication pattern is provided in **Appendix B** and will be posted in the following area:

- In all Tower Arctic office trailers

The Spill Response Plan is also presented and explained to all workers during the safety orientation session on their first day of work. A specific training is provided to the worker for the fueling of equipment as per the specific TA's Fueling Method.

## 5. INVENTORY OF HAZARDOUS MATERIALS STORED ON SITE

For the construction activities TA has a laydown and storage location to store the dangerous goods and the hazardous wastes. To avoid these to be located and stored within the Deep Sea Port and Small Craft Harbor boundary. TA requested and received the authorization from the municipal and federal regulators to build a 0.8 ha laydown and an explosives storage area. Both facilities are outside the residential area and at more than 31 meters from any waterbody or called sensitive area. Land levelling and areas setup occurred during the project's equipment mobilization in 2018. The layout of hazardous materials storage areas is provided in **Appendix C**.

- Storage tank 10 000 liters TA Laydown (Gasoline)
- 500L Portable tank (transcube) for near water fuelling (diesel fuel)
- Explosive materials (packaged emulsion, booster, detonating cords)
- Support for gas bottle (acetylene, oxygen, propane)
- Various types of hydrocarbons (oil, grease)



**Table 4-1 List of Hazardous Material, Potential Discharge Events, Potential Discharge Volumes (worst case scenario in brackets) and Direction of Potential Discharge**

Material (sources)	Potential Discharge Event	Discharge Volume (worst case)	Direction of Potential Discharge
Diesel		15 000L	Ground-Water
Gasoline		250L	Ground
Propane		5m3	Air
Lubricants and Oils		1000L	Ground-Water
Oxy/Acetylene		5m3	Air
Paint		5L	Ground
Explosives		25KG	Ground

**Table 4-2 Potential Environmental Impacts of Spill (including worst case scenario)**

Material	Potential Environmental Impact	Worst Case Scenario
Diesel	Contaminated soil	Empties through a hole in the tank
Gasoline	Contaminated soil	Empties through a hole on double hull tank
Propane	Contaminated air	Valve not closed
Lubricants and Oils	Contaminated soil	Spill by the tank crane
Oxy/Acetylene	Contaminated air	Valve not closed
Paint	Contaminated soil	Container drop
Explosives	Contaminated soil	Container drop



## 6. GENERAL CONTINGENCY PLAN

For Tower Arctic LTD, the speed of operations is the key element in this plan which ensures an effective response from different mobilized resources on site when an accidental spill happens.

For this reason, the activities executed during a marine activity (< 30 m from the most recent high water level) or a terrestrial activity (> 30 m from the most recent high water level) must be coordinated while respecting the patterns of the both kind of activity.

### 6.1. MARINE ACTIVITIES

The marine activities are the construction operation which are performed in water and within 30 m from the most recent high water level. These activities are at high risk of spilling contaminants in the water. As soon as an accidental spill of a hazardous material in the environment is reported, TA will proceed with the following steps:

#### A. CONTROL THE LEAK

- Quickly locate the contaminant source;
- If possible, immediately neutralize the leak;
- Evaluate amount of damage on site;

#### B. CONFINEMENT OF SPILLED PRODUCT (MINIMIZE THE RISK OF CONTAMINATION)

If there is a spill in the water, a floating barrier made of absorbent strands will be installed using boat(s) to confine and absorb the contaminant.

If the water is not accessible for the boat(s), the floating barrier will be placed using a crane on the cells and a man basket. Pile driving using the vibro hammer is the activity that can potentially generate a spill in water. Installation of the floating barrier should take less than 1 hour. The principal steps are as following:

- Stopping of the construction activity and removing of the device hooked to the crane cable;
- Hooking of the man basket and preparation of the floating barriers;
- Placement of the floating barriers on water.

If the spill doesn't occur in water, put up barriers to reduce spread of spilled material by laying down socks, pads or absorbent aggregate. Protect sensitive areas such as watercourses, water well sources, catch basins, and wildlife habitats.

The locations of the spill kits are shown on the sketch in **Appendix D**, this drawing is also posted in our office trailers.



### C. INFORM THE PEOPLE RESPONSIBLE

Describe the incident to the superintendent and/or the project manager and fully collaborate with the participants. Inform the responsible on which type of hazardous material were currently spilled on site, the amount released, the source of the leak, the area affected, and the immediate action taken to solve the situation.

### D. RECOVER HAZARDOUS AND RESIDUAL MATERIALS

- Recover the spilled material manually or mechanically as the case may be;
- Haul the hazardous and residual material to the specific container;
- Dispose of the hazardous material as per the law and good practice.

### E. FILE THE ENVIRONMENTAL REPORT / INVESTIGATION REPORT

- The spill will be reported to the Environmental Inspector of the Government of Nunavut and a copy of the report will be also provided (see **Appendix E** to consult the spill report form) within 12 hours following the occurrence. The Environmental Inspector will determine in accordance with applicable regulations, if an incident is reportable to regulatory agencies.
- A spill log will follow and be discussed with the Government of Nunavut.
- Proof of hazardous waste disposal will be issued at Government of Nunavut.
- TA will report to the authority (24-hour spill report line as per the Nunavut spill planning and reporting regulations) where the spill occurred, the spill amount equal to or greater than the amount set out in schedule B of the Spill contingency planning and reporting regulations (**Appendix F**).

A spill scene checklist is developed in **Appendix G**.

## 6.2. TERRESTRIAL ACTIVITIES

The terrestrial activities are the construction operation which are performed at more than 30 m from the most recent high water level. As soon as an accidental spill of a hazardous material in the environment is reported, TA will proceed with the following steps:

### A. CONTROL THE LEAK

- Quickly locate the contaminant source;
- If possible, immediately neutralize the leak;
- Evaluate amount of damage on site.



## **B. CONFINEMENT OF SPILLED PRODUCT (MINIMIZE THE RISK OF CONTAMINATION)**

Put up barriers to reduce spread of spilled material by laying down socks, pads or absorbent aggregate. Protect sensitive areas such as watercourses, water well sources, catch basins, and wildlife habitats.

The locations of the spill kits are shown on the sketch in **Appendix D**, this drawing is also posted in our office trailers.

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- TA will report to the authority (24-hour spill report line as per the Nunavut spill planning and reporting regulations) where the spill occurred, the spill amount equal to or greater than the amount set out in schedule B of the Spill contingency planning and reporting regulations (**Appendix F**). The Environmental Inspector of the GN will determine in accordance with applicable regulations, if an incident is reportable to regulatory agencies.

A spill scene checklist is developed in **Appendix G**.



## 7. OTHER MEASURES

- Towers Arctic LTD. will ensure that the cleaning of the area will be carried out as per the law. The transport and disposal of the recovered hazardous waste will be carried out by a specialized company.
- If necessary, a company specialized in the disposal of hazardous waste will be contacted as soon as possible. Coordination and follow up of their operations will be ensured on site to enable a fast execution. Local contractor list:

### **QIKIQTALUK ENVIRONMENTAL**

2027 Iqaluit Lane PO Box 2110 Iqaluit,  
Nunavut, X0A 0H0.

Tel 687-979-8400

By Quatrex Bags or absorbent padding Iqaluit to Montreal:

### **ENGLOBE CORPORATION**

4495, Wilfrid-Hamel

Quebec

Tel 418-653-4422

- Hydraulic equipment working on or near water will use biodegradable hydraulic oil.
- If necessary, recommendations from Government of Nunavut or opinions of specialists from the Ministry of Environment and Climate Change Canada will be considered.

## 8. CONCLUSION AND RECOMMENDATIONS

This document has been presented to you to show the structure that Tower Arctic Ltd will put in place if an accidental spill in the environment occurs during this project.

An emergency structure and communication pattern has been developed in order to ensure a quick and efficient response during an environmental incident (See **Appendix B**).



## **APPENDIX A**

### **CEMP MITIGATION AND MONITORING**

### **MEASURES SUMMARY**



Reference #	Requirement
<b>Spill Prevention and Response Measures</b>	
SP01.	All workers shall be trained in the spill prevention and response requirements during site induction and subsequent toolbox talk sessions.
SP02.	Spill kits shall be readily available, and will be appropriate to the type and amount of hazardous and waste materials anticipated for the Project. Standard spill kits typically contain absorbent booms, socks, pads, waste bags and ties, and PPE such as gloves and goggles. Further details on the contents of the spill kits will be provided by the successful Contractor.
SP03.	Spills shall be reported according to the Spill Contingency Planning and Reporting Regulations (R-068-93) and magnitudes of the events. (24-Hour Spill Report Line by calling 1-867-920-8130). Reporting requirements for spill magnitudes of individual contaminants are provided in Schedule B of the Regulations (R-068-93).
SP04.	Hydraulic, fuel, and lubrication systems of equipment near watercourses and sensitive habitats shall be inspected periodically to ensure that the systems are in good condition and free of leaks.
SP05.	Appropriately sized drip trays for stationary equipment shall be used. Use secondary containments and drip trays in a manner which does not lead to the collection of rainwater and/or snow.
SP06.	Routine inspections of equipment for leaks, cracked hoses and other conditions that may result in spills shall be undertaken. The Contractor shall ensure external equipment surfaces are free of oil, diesel and other potential contaminants prior to use.
SP07.	Hoses and nozzles used for dispensing fuel shall be maintained in good repair, free of leaks, and equipped with automatic shut-offs.
SP08.	Any delivery hose that has the potential to cause a spill, if it were pulled away from the delivery pump, shall be fitted with a breakaway valve.
SP09.	Operators shall always stay with the nozzle while refuelling.
SP10.	Maintenance and operating procedures shall be established and posted to prevent spills.
SP11.	The Contractor shall drain the existing fuel line (leading to Innuit Head) prior to undertaking blasting works for the laydown area due to the proximity of the fuel line.
SP12.	Construction vessels must comply with the requirements for shipboard oil pollution emergency plan and arrangements with a certified response organization defined under the Canada Shipping Act, 2001. The requirements are dependent on the size of the vessel.
VE05.	When existing local facilities are not available for refuelling, onshore equipment and vehicles must be serviced and refuelled at least 15 m away from sensitive habitats unless secondary containment is used; preferably over an impermeable surface (e.g. drip trays). Drip pans and / or other protective devices shall also be used to prevent spills of petroleum products and other potentially hazardous liquids (e.g. antifreeze) during servicing.
VE11.	When offshore equipment and marine vessels are refueled through a floating hose, Contractor will ensure that all hoses and equipment are in good working order, appropriate spill containment and clean-up equipment is available, and personnel are trained in refueling and spill response procedures.
HM07.	Drainage into and from the storage area shall be controlled, and/or suitable secondary containment implemented, to prevent spills or leaks from leaving the site and to prevent run-off from entering the site.
HM08.	Containers must be sound, sealable and not damaged or leaking.
WW08.	All waste shall be stored in plastic bags while conducting marine work to prevent waste being released into the water.
WW11.	Waste shall not be deposited in, or placed on land or ice, under any conditions where the waste may enter Arctic waters.

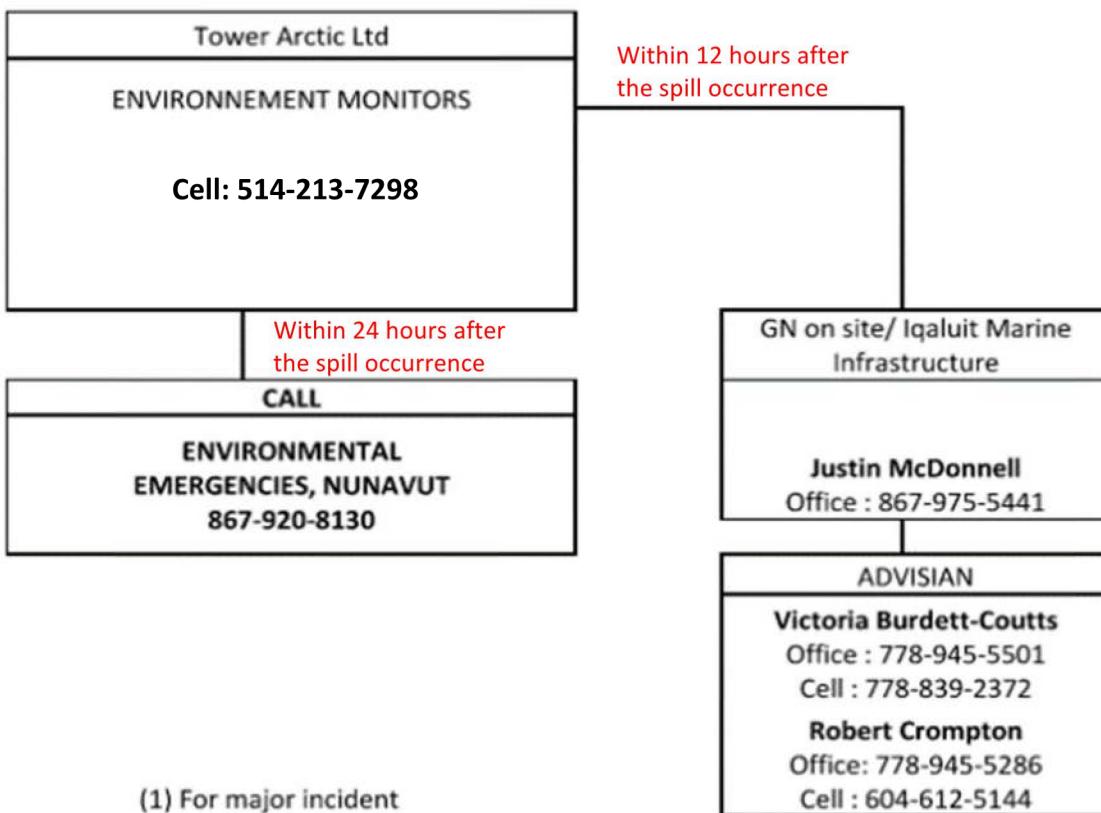


## **APPENDIX B**

# **EMERGENCY STRUCTURE AND COMMUNICATION PATTERN**



Specific action
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SUPERINTENDENT
<b>Norbert Morency</b>
Cell : 418-554-4316
GN on site/ Iqaluit Marine Infrastructure
Justin McDonnell
Office : 867-975-5441
ENVIRONMENTAL EMERGENCE (1)





## Distribution list of the SRP

### Tower Arctic Ltd.:

- Simon Goulet, Project Director
- Melissa Simard, Project Manager
- Norbert Morency, Superintendant
- Christian Lamontagne, Superintendant
- Pierre Gagnon, HSE Advisor
- Guillaume Fontaine, Project Engineer
- Simon-Pier Laberge, Project Engineer
- Olivier Bédard-Richard, Environmental Coordinator

### SNC-Lavalin:

- Environmental Monitor's Team

### Government of Nunavut, Community & Government Services:

- Justin McDonell, Project Manager
- Eiryn Devereaux, Acting Deputy Minister

### Government of Nunavut, Economic Development and Transportation:

- John Hawkins, Assistant Deputy Minister
- Matthew Bowler, Director Transportation, Policy and Planning

### SRM Consulting:

- Charlotte Mougeot, Regulatory Advisor



## **APPENDIX C**

### **MAP OF THE HAZARDOUS MATERIAL STORAGE AREA LOCATION**

**Location of the TA Laydown (Hazardous storage area)**



**Distance between the TA Laydown (Hazardous storage area) and nearby waterbodies**

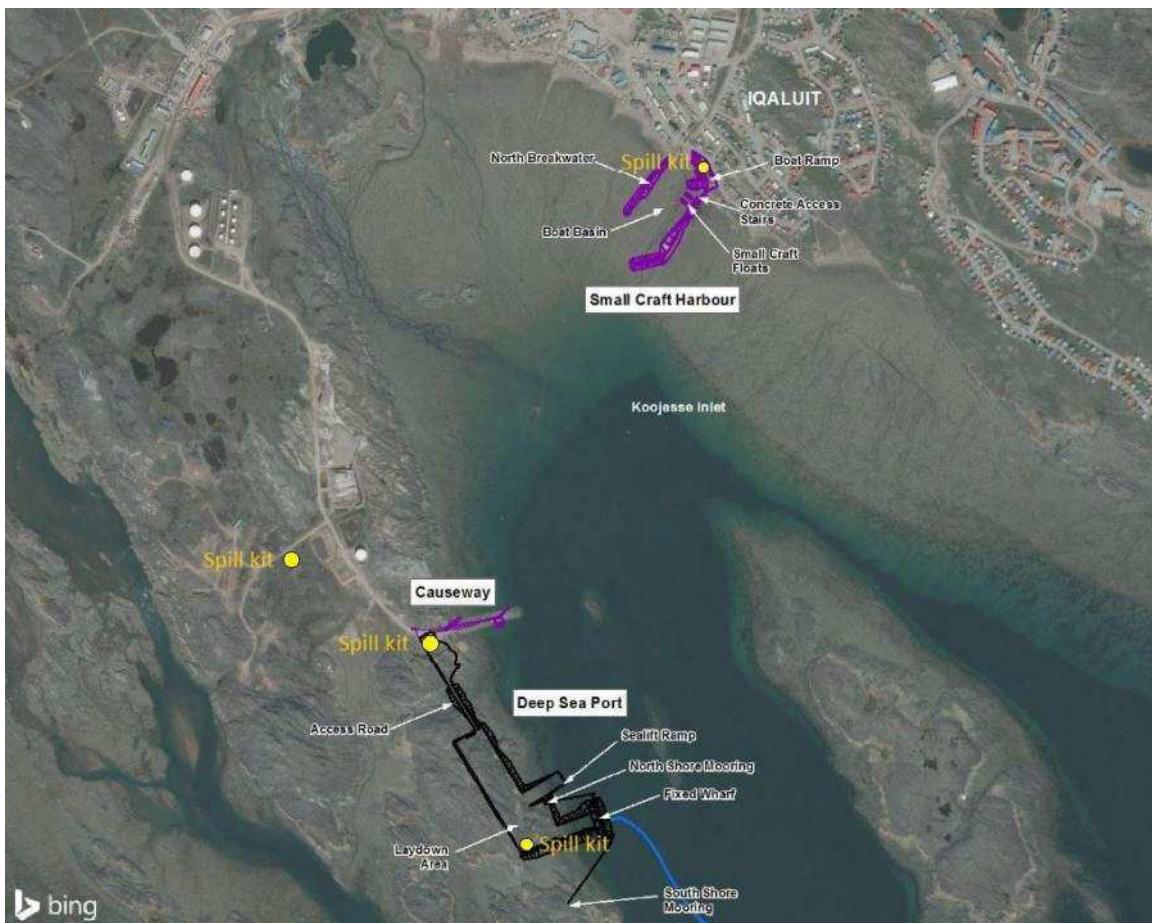




## APPENDIX D

### PLAN OF THE SPILL KITS LOCATION

## SPILL KITS PLAN



Those general spill kits will stay there permanently and there will be small kits in every vehicle.



## **APPENDIX E**

### **REPORT FORM FOR ACCIDENTAL SPILL**



## NT-NU SPILL REPORT

OIL, GASOLINE, CHEMICALS AND OTHER HAZARDOUS MATERIALS

NT-NU 24-HOUR SPILL REPORT LINE

TEL: (867) 920-8130

FAX: (867) 873-6924

EMAIL: spills@gov.nt.ca

REPORT LINE USE ONLY

A	REPORT DATE: MONTH - DAY - YEAR	REPORT TIME	<input type="checkbox"/> ORIGINAL SPILL REPORT <input type="checkbox"/> DR <input type="checkbox"/> UPDATE # _____ <input type="checkbox"/> TO THE ORIGINAL SPILL REPORT	REPORT NUMBER _____	
B	OCCURRENCE DATE: MONTH - DAY - YEAR	OCCURRENCE TIME			
C	LAND USE PERMIT NUMBER (IF APPLICABLE)		WATER LICENCE NUMBER (IF APPLICABLE)		
D	GEOGRAPHIC PLACE NAME OR DISTANCE AND DIRECTION FROM NAMED LOCATION		REGION <input type="checkbox"/> NWT <input type="checkbox"/> NUNAVUT <input type="checkbox"/> ADJACENT JURISDICTION OR OCEAN		
E	LATITUDE DEGREES   MINUTES   SECONDS	LONGITUDE DEGREES   MINUTES   SECONDS			
F	RESPONSIBLE PARTY OR VESSEL NAME	RESPONSIBLE PARTY ADDRESS OR OFFICE LOCATION			
G	ANY CONTRACTOR INVOLVED	CONTRACTOR ADDRESS OR OFFICE LOCATION			
H	PRODUCT SPILLED	QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES	U.N. NUMBER		
	SECOND PRODUCT SPILLED (IF APPLICABLE)	QUANTITY IN LITRES, KILOGRAMS OR CUBIC METRES	U.N. NUMBER		
I	SPILL SOURCE	SPILL CAUSE	AREA OF CONTAMINATION IN SQUARE METRES		
J	FACTORS AFFECTING SPILL OR RECOVERY	DESCRIBE ANY ASSISTANCE REQUIRED	HAZARDS TO PERSONS, PROPERTY OR ENVIRONMENT		
K	ADDITIONAL INFORMATION, COMMENTS, ACTIONS PROPOSED OR TAKEN TO CONTAIN, RECOVER OR DISPOSE OF SPILLED PRODUCT AND CONTAMINATED MATERIALS				
L	REPORTED TO SPILL LINE BY	POSITION	EMPLOYER	LOCATION CALLING FROM	TELEPHONE
M	ANY ALTERNATE CONTACT	POSITION	EMPLOYER	ALTERNATE CONTACT LOCATION	ALTERNATE TELEPHONE
REPORT LINE USE ONLY					
N	RECEIVED AT SPILL LINE BY STATION OPERATOR	POSITION	EMPLOYER	LOCATION CALLED YUKON/NT	REPORT LINE NUMBER (867) 920-8130
LEAD AGENCY <input type="checkbox"/> EG <input type="checkbox"/> CCG <input type="checkbox"/> GNWT <input type="checkbox"/> GN <input type="checkbox"/> ILA <input type="checkbox"/> INAC <input type="checkbox"/> NEB <input type="checkbox"/> TO			SIGNIFICANCE <input type="checkbox"/> MINOR <input type="checkbox"/> MAJOR <input type="checkbox"/> UNKNOWN	FILE STATUS <input type="checkbox"/> OPEN <input type="checkbox"/> CLOSED	
AGENCY		CONTACT NAME	CONTACT TIME	REMARKS	
LEAD AGENCY					
FIRST SUPPORT AGENCY					
SECOND SUPPORT AGENCY					
THIRD SUPPORT AGENCY					

## Instructions for Completing the NT-NU Spill Report Form

This form can be filled out electronically and faxed to the spill line at 867-873-6924. Commencing on January 2, 2007, the form can also be e-mailed as an attachment to [spills@gov.nt.ca](mailto:spills@gov.nt.ca). Until further notice, please verify receipt of e-mail transmissions with a follow-up telephone call. Spills can still be phoned in by calling collect at 867-920-8130.

<b>A. Report Date/Time</b>	The actual date and time that the spill was reported to the spill line. If the spill is phoned in, the Spill Line will fill this out. <b>Please do not fill in the Report Number:</b> the spill line will assign a number after the spill is reported.
<b>B. Occurrence Date/Time</b>	Indicate, to the best of your knowledge, the exact date and time that the spill occurred. Not to be confused with the report date and time (see above).
<b>C. Land Use Permit Number /Water Licence Number</b>	This only needs to be filled in if the activity has been licenced by the Nunavut Water Board and/or if a Land Use Permit has been issued. Applies primarily to mines and mineral exploration sites.
<b>D. Geographic Place Name</b>	In most cases, this will be the name of the city or town in which the spill occurred. For remote locations – outside of human habitations – identify the most prominent geographic feature, such as a lake or mountain and/or the distance and direction from the nearest population center. <b>You must include the geographic coordinates</b> (Refer to Section E).
<b>E. Geographic Coordinates</b>	This only needs to be filled out if the spill occurred outside of an established community such as a mine site. Please note that the location should be stated in degrees, minutes and seconds of Latitude and Longitude.
<b>F. Responsible Party Or Vessel Name</b>	This is the person who was in management/control/ownership of the substance at the time that it was spilled. In the case of a spill from a ship/vessel, include the name of the ship/vessel. Please include full address, telephone number and e-mail. Use box K if there is insufficient space. <b>Please note that, the owner of the spilled substance is ultimately responsible for any spills of that substance, regardless of who may have actually caused the spill.</b>
<b>G. Contractor involved?</b>	Were there any other parties/contractors involved? An example would be a construction company who is undertaking work on behalf of the owner of the spilled substance and who may have contributed to, or directly caused the spill and/or is responding to the spill.
<b>H. Product Spilled</b>	Identify the product spilled; most commonly, it is gasoline, diesel fuel or sewage. For other substances, avoid trade names. Wherever possible, use the chemical name of the substance and further, identify the product using the four digit UN number (eg: UN1203 for gasoline; UN1202 for diesel fuel; UN1863 for Jet A & B)
<b>I. Spill Source</b>	Identify the source of the spill: truck, ship, home heating fuel tank and, if known, the cause (eg: fuel tank overfill, leaking tank; ship ran aground; traffic accident, vandalism, storm, etc.). Provide an estimate of the extent of the contaminated/impacted area (eg: 10 m <sup>2</sup> )
<b>J. Factors Affecting Spill</b>	Any factors which might make it difficult to clean up the spill: rough terrain, bad weather, remote location, lack of equipment. Do you require advice and/or assistance with the cleanup operation? Identify any hazards to persons, property or equipment; for example, a gasoline spill beside a daycare centre would pose a safety hazard to children. Use box K if there is insufficient space.
<b>K. Additional Information</b>	Provide any additional, pertinent details about the spill, such as any peculiar/unique hazards associated with the spilled material. State what action is being taken towards cleaning up the spill; disposal of spilled material; notification of affected parties. If necessary, append additional sheets to the spill report. Number the pages in the same format found in the lower right hand corner of the spill form: eg, "Page 1 of 2", "Page 2 of 2" etc. <b>Please number the pages to ensure that recipients can be certain that they received all pertinent documents.</b> If only the spill report form was filled out, number the form as "Page 1 of 1".
<b>L. Reported to Spill Line by</b>	Include your full name, employer, contact number and the location from which you are reporting the spill. Use box K if there is insufficient space.
<b>M. Alternate Contact</b>	Identify any alternate contacts. This information assists regulatory agencies to obtain additional information if they cannot reach the individual who reported the spill.
<b>N. Report Line Use Only</b>	Leave Blank. This box is for the Spill Line's use only.



## **APPENDIX F**

### **OTHER PREVENTION MEASURES**



TDG Class	Substance for NWT 24 Hour Spill Line	Immediately Reportable Quantities
1 2.3 2.4 6.2 7 None	Explosives Compressed gas (toxic) Compressed gas (corrosive) Infectious substances Radioactive Unknown substance	Any amount
2.1 2.2	Compressed gas (flammable) Compressed gas (non-corrosive, non-flammable)	Any amount of gas from containers with a capacity greater than 100 L
3.1 3.2 3.3	Flammable liquids	> 100 L
4.1 4.2 4.3	Flammable solids Spontaneously combustible solids Water reactant	> 25 kg
5.1 9.1	Oxidizing substances Miscellaneous products or substances excluding PCB mixtures	> 50 L or 50 kg
5.2 9.2	Organic peroxides Environmentally hazardous	> 1 L or 1 kg
6.1 8 9.3	Poisonous substances Corrosive substances Dangerous wastes	> 5 L or 5 kg
9.1	PCB mixtures of 5 or more ppm	> 0.5 L or 0.5 kg
None	Other contaminants (e.g. crude oil, drilling fluid, produced water, waste or spent chemicals, used or waste oil, vehicle fluids, waste water, etc.)	> 100 L or 100 kg
None	Sour natural gas (i.e. contains H <sub>2</sub> S) Sweet natural gas	Uncontrolled release or sustained flow of 10 minutes or more

In addition, all releases of harmful substances, regardless of quantity, are to be reported to the NWT spill line if the release is near or into a water body, is near or into a designated sensitive environment or sensitive wildlife habitat, poses imminent threat to human health or safety, poses imminent threat to a listed species at risk or its critical habitat, or is uncontrollable.



## **APPENDIX G**

### **SPILL SCENE CHECKLIST**

# SPILL SCENE CHECKLIST

## RECOGNIZE THE STATE OF THE SITUATION

- ( ) Evaluate the path of the product and more particularly towards the sensitive elements.
- ( ) Check for presence of contaminants in the hydraulic system
- ( ) Check the flow direction of the contaminant
- ( ) Check for sources, drinking water intakes or domestic or farm animals near the spill.
- ( ) Determine the nature of the product, the quantity and the location.

## CONTROLLING CONTAMINATION AT SOURCE

- ( ) Locate the source of contamination as quickly as possible. If possible, neutralize it, if it is safe.
- ( ) Assess the extent of the damage on the ground.

## TELL LOCAL RESPONSIBILITIES

- ( ) Notify the Superintendent General to initiate the emergency response and notify the resource persons concerned.
- ( ) In the event of a major spill that could reach a major drainage network, notify the Ministry of Environment and Wildlife and the municipal authorities (fire department) and call on specialized companies.

## CONFINING THE CONTAMINANT

- ( ) Use appropriate emergency equipment: bulk absorbent material, absorbent sheets, absorbent pads, hand shovel, excavator (to make trenches if necessary).
- ( ) Restraint on the ground

Protect sensitive elements with absorbents

- ( ) Dig a retention pit to capture the contaminant
- ( ) Make a trench or mound to prevent the contaminant from reaching sensitive elements
- divert runoff water from the contaminated area.
- ( ) Restraint on the water
- ( ) If there is a contaminant in a drainage ditch, block the culvert to prevent it from spreading.
- ( ) Install at the outlet of the culvert an absorbent bead on the ditch water to collect oily
- contaminant residues.
- ( ) Construct dikes or earthen dams
- ( ) Use booms made of bunches of absorbents, straw or trees and branches

## INFORM THE AUTHORITIES CONCERNED

- ( ) Inform stakeholders concerned (see communication diagram)
- ( ) Warn the Municipal Fire Department if a contaminant spills into a manhole.

## CHECK SENSITIVE ELEMENTS FOR INTERVENTION POINTS

- ( ) Use equipment and available personnel, or if necessary, call on specialized companies for
- contaminant recovery and cleaning of contaminated materials.

## RECOVER CONTAMINANT

- ( ) Proceed diligently to recover the contaminant and call in specialized companies if necessary.

## SPILL REPORT

- ( ) Write a report of accidental spill of contaminant and give it to the coordinator or environment
- officer.
- ( ) Make a retrospective analysis of the spill case and the procedure in place.