

LAND USE PERMIT APPLICATION
Environmental Site Assessment Project
Hay River Terminal
42099 Mackenzie Highway, Hay River,
Northwest Territories

Prepared for:

Mackenzie Valley Land and Water
Board 7th Floor – 4922 48th Street
P.O. Box 2130, X1A 2P6
Yellowknife, NT

Prepared by:

PARSONS

Parsons Inc.
7 Terracon Place
Winnipeg, Manitoba R2J 4B3
Phone: (204) 489-2964
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Ref. No.: 10-593

Version 1.0 June 12, 2024

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LAND USE PERMIT APPLICATION

Land and Water Boards of the Mackenzie Valley



LAND USE PERMIT APPLICATION FORM

Subsection 19(2) and Schedule 2 of the [Mackenzie Valley Land Use Regulations](#)

Use an "X" to indicate which Board the Application is being made to:	Mackenzie Valley Land and Water Board:	X	Sahtu Land and Water Board:	
	Wek'èezhìi Land and Water Board:		Gwich'in Land and Water Board:	

To complete this Form, please refer to the LWB [Guide to the Land Use Permitting Process](#) (Guide) and fill in the grey fields; attach additional pages, as necessary. Indicate N/A in the grey fields for Items or parts of Items that are not applicable. An application package checklist is provided in the Guide. Review the following LWB guidance for formatting your Application Package:

- [Document Submission Standards](#)
- [Standard Outline for Management Plans](#)



Received: June 12, 2024
File #: MV2024X0019
Copied to: AC AM

If applicable, provide the existing or current Land Use Permit file number:	N/A		
Use an "X" to indicate if this Application is accompanied by an Application for a Water Licence:	Water Licence – in a non-federal area:		N/A
	Water Licence – in a federal area:		N/A

1. NAME AND CONTACT INFORMATION – APPLICANT

Project Name:	Hay River Terminal, 42099 Mackenzie Highway, Hay River, NT		
Applicant's Name:	Josh Myers		
Position:	Project Manager		
Company Name:	Parsons		
Mailing Address:	7 Terracon Place		
Community:	Winnipeg	Telephone:	204-201-1110
Prov/Terr:	Manitoba	Email:	Josh.myers@parsons.com
Postal Code:	R2J 4B3	Other:	

2. NAME AND CONTACT INFORMATION – APPLICANT’S HEAD OFFICE

Include a Certificate of Corporate Registration from the Government of the Northwest Territories in your Application Package.

Use an “X” to indicate this information is the same as Item 1 above:		X	
Name:			
Position:			
Company Name:			
Mailing Address:			
Community:			
Prov/Terr:		Telephone:	
Postal Code:		Email:	
Field Supervisor:		Other:	

3. NAME AND CONTACT INFORMATION – CONTRACTORS AND SUB-CONTRACTORS

Include relevant names, responsibilities, and contact information. An additional table should be added for each contractor and sub-contractor.

Name:	Kurt Van Linge		
Position:	Operations Manager		
Company Name:	Maple Leaf Drilling		
Mailing Address:	2024 Springfield Road		
Community:	Winnipeg	Telephone:	204-224-3084
Prov/Terr:	Manitoba	Email:	kurt@mapleleafdrilling.ca
Postal Code:	R5R 0J3	Other:	

Name:	To Be Determined		
Position:	Hydrovac Operator		
Company Name:	Badger Daylighting		
Mailing Address:	2 Rainbow Drive		
Community:	Rainbow Lake	Telephone:	780-956-2760
Prov/Terr:	Alberta	Email:	
Postal Code:	T0H 2Y0	Other:	

Name:	TJ Bender		
Position:	Private Utility Locator		
Company Name:	McCaine Electric Ltd.		
Mailing Address:			
Community:	Winnipeg	Telephone:	204-786-2435
Prov/Terr:	Manitoba	Email:	tbender@mccaine.com
Postal Code:	R2P 2H8	Other:	

Name:	Caitlyn Thompson		
Position:	Operations Manager		
Company Name:	KBL Environmental		
Mailing Address:	Box 1895, 17 Cameron Road		
Community:	Yellowknife	Telephone:	867-873-5263
Prov/Terr:	Northwest Territories	Email:	cthompson@kbl.ca

Postal Code:	X1A 2P4	Other:	
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Name:	Brad Lazoruk		
Position:	Field Sales Representative – Waste Management		
Company Name:	Secure Energy		
Mailing Address:			
Community:	Grand Prairie	Telephone:	780-830-3329
Prov/Terr:	Alberta	Email:	blazoruk@secure-energy.com
Postal Code:		Other:	

	Use an "X" to indicate that contractor and/or subcontractor information is not available at this time.
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4. LOCATION OF ACTIVITIES

Use the grey fields below to provide or reference the following information:

Traditional Place Name:	Dehcho
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Maps and Geographic Information System (GIS) Data: Include a map in your Application Package identifying local geographic features, watercourses and water sources, project structures, and location(s) of any proposed waste deposits. Provide geographic coordinates (latitude and longitude) of project features, and the maximum and minimum project boundary in degrees, minutes, seconds, or decimal degrees. Include GIS data in your Application Package, if applicable. Refer to the LWB [Geospatial Data Submission Standards](#) for providing geographic information.

Minimum latitude:	60.84583149148278	Maximum latitude:	60.847264798335154
Minimum longitude:	-115.74903973369625	Maximum longitude:	-115.7465704198425

NTS Map Sheet No.: Provide the map sheet number:	085B
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GIS Data: Use an "X" to indicate if GIS data is attached.	Attached:		Not Available:	X
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Land Types: Use an "X" to indicate the type(s) of the land on which the activities are proposed:

Free Hold/ Private:	X	Commissioner's/ Territorial Lands:		Federal Land:		Municipal Land:	X
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5. ELIGIBILITY

Refer to section 18 of the [Mackenzie Valley Land Use Regulations](#). Use an "X" to indicate which one applies:

18(a)(i):		18(a)(ii):		18(a)(iii):		18(b):	X
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6. RIGHTS AND/OR CONTRACTS TO SUPPORT ELIGIBILITY

Contact Indigenous, federal, and territorial governments, and other parties to ensure all appropriate rights, authorizations, permissions, dispositions, and contracts have been obtained or are in the process of being obtained (e.g., mineral exploration rights, quarry permits, licences of occupation, leases, access agreements and authorizations, etc.). List and provide confirmation of other authorizations that relate to the proposed activities; reference these in your Application Package (e.g., rights, permits, licences, etc.).

Refer to Engagement Logs

7. PERMIT TYPE AND CRITERIA X1A 2P4

Refer to sections 4 and 5 of the [Mackenzie Valley Land Use Regulations](#). Use an "X" to indicate which permitting criteria apply:

Type A				Type B				Type C	
4(a)(i):		4(b)(i):	X	5(a)(i):		5(b)(i):		(SLWB and WLWB only):	
4(a)(ii):		4(b)(ii):		5(a)(ii):		5(b)(ii):			
4(a)(iii):		4(b)(iii):		5(a)(iii):					
4(a)(iv):		4(b)(iv):		5(a)(iv):					
4(a)(v):				5(a)(v):					
				5(a)(vi):					

8. PROJECT DESCRIPTION

Include a project description in your Application Package, or for small-scale projects, describe the proposed activities in the grey field provided below. For each and all proposed water uses, include the name and type (e.g., lake, river) of water source(s), and the purpose and quantity of water to be used (rates, volumes (m³/day)).

Drilling of boreholes (which may be converted to groundwater monitoring wells) over the next five years.
Soil and groundwater sampling will be completed. For this year we plan to advance up to 21 boreholes complete with monitoring wells. Dependent on results from this investigation, year two through year five work scopes will be re-evaluated year by year. When more is known and work in these years is proposed, we will notify MVLWB and the inspector.

Indicate the total number of hectares to be used in each phase of the project, as well as through the life of the project.

1.6 hectares

9. CAMP

Describe the proposed camp size and layout. Indicate the number of person-days; explain, with rationale, any variations in the number of people that may be on site over the life of the project.

No camp is required for this project.

10. ROADS AND ACCESSES

Provide detailed information about the construction, location, and decommissioning of any roads and accesses.

Use an "X" to indicate if this is to be a pioneered road or access:	Yes		Use an "X" to indicate if the route has been laid out or ground-truthed:	Yes	X
	No	X		No	

The Project area is accessible by municipal roads, therefore no roads will be created for the Project.

11. PROPOSED WASTE MANAGEMENT METHODS

Use the grey fields below to provide or reference the following information:

Waste Management Plan: Include a Waste Management Plan in your Application Package, if applicable, or for small-scale projects, describe the proposed waste management activities in the grey fields provided below. A template for the Plan can be found in the LWB [Guidelines for Developing a Waste Management Plan](#).

Waste Type	Management Method(s)
Garbage:	Refer to Waste Management Plan
Sewage (Sanitary and greywater):	N/A
Brush and trees:	N/A
Overburden (Organic soils, waste material, etc.):	Refer to Waste Management Plan
Other (describe):	Refer to Waste Management Plan

Off-site Disposal: If waste is proposed to be disposed of off-site within the NWT, written confirmation (e.g., an email, letter, etc.) from the facility/facilities indicating they will accept the waste is required. Include it/these in your Application Package. Please note this information will be required by the Board prior to commencement of activities.

12. EQUIPMENT

Identify the types of equipment proposed to be used.

Number	Type/Description	Size (weight in tonnes)	Proposed use
1	Mobile B54X Drill	11.7 (without tooling loaded)	Borehole Drilling
1	Hydrovac	17.5 (empty)	Borehole Daylighting

13. FUEL

Identify all fuel types proposed to be used.

Type of Fuel	Number of containers	Capacity of containers (e.g., litres, pounds)	Type of container (e.g., barrel, tank, tidy-tank)	Proposed storage or staging location(s)
Diesel:	1	200L	Tank	N/A, built into the Drill Rig
Gasoline:	1	500L	Tank	N/A. built into the Hydrovac
Aviation Fuel:	1-2	~100L	Tank	N/A, built into the fleet vehicle(s)
Propane:	N/A			
Other: (describe)	N/A			

14. METHODS OF FUEL TRANSFER

Describe the proposed methods to transfer fuel.

Fuel transfer is not expected to be completed on Site. Any vehicles or equipment that require fuel will be filled at a designated petroleum distribution facility (i.e. gas station).

15. SPILL CONTINGENCY PLAN

Include a Spill Contingency Plan in your Application Package, if applicable, or for small-scale projects, provide relevant details in the grey field provided below. An example of this Plan can be found in the INAC [Guidelines for Spill Contingency Planning](#).

Refer to spill contingency plan.

16. PROPOSED PROJECT SCHEDULE AND TERM

Indicate the proposed project start and completion dates and the time of year the project activities are planned to occur. Describe any anticipated temporary closure(s) or seasonal shutdowns. Indicate the term requested.

Start Date:	September 9, 2024	Completion Date:	September 27, 2024
The project is expected to run continuously throughout the dates noted above; however, a short-term temporary shutdown and/or rest days may be scheduled to occur partway through to allow a break for the work crew. Unforeseen shutdowns may occur due to equipment failure or inclement weather and will be communicated to the board and appropriate stakeholders as necessary.			
Term of Permit Requested:		5 years	

17. POTENTIAL ENVIRONMENTAL IMPACTS OF THE PROJECT AND PROPOSED MITIGATIONS

If the proposed project, or parts of the proposed project, may be exempt from preliminary screening, describe the rationale for the exemption in the grey field below. Include the date of the most recent screening, and/or the environmental assessment or impact review number.

N/A

Unless the project could be exempt from preliminary screening, using the Impact-Mitigation Table below, or the more detailed Table in Appendix D of the [Guide](#), identify all potential impacts and possible mitigations that are relevant to the proposed project, and indicate whether any of the mitigation measures have been developed as a result of input from affected parties. Possible potential impacts are listed below; however, these lists are not exhaustive and may not apply to all projects. All information provided should reflect the size, scale, and nature of the proposed project. Cumulative impacts and climate change must be considered. Attach additional pages if needed. Use landscape orientation if preferred.

Potential Impacts <i>Use an "X" to indicate which apply</i>	X	Potential Project Impacts and Proposed Mitigations <i>Describe the potential impact(s) and the proposed measure(s) to reduce each of these impacts.</i>
ABIOTIC COMPONENTS		
Land		
Soil contamination	X	Contaminated material, if encountered, will be placed in a soil bag for pickup by a licensed hauler and disposal at a licensed waste disposal facility. Tools and equipment will be cleaned with water and/or Alconox biodegradable solution prior to transport to new location/borehole to avoid spread of contamination.
Soil compaction	X	Topsoil compaction may occur through the use of heavy equipment and vehicles on and off Site when not on a roadway (i.e., from tracks or large tires). Compaction will be reduced by minimizing the travel paths used for vehicles/heavy equipment. A common pathway will be established for travel and vehicles will only be moved as necessary.
Destabilization/erosion		N/A
Change in soil structure		N/A
Inability to support vegetation		N/A
Other – Daylighting (subsurface disturbance)	X	Hydrovac slurry will be contained in hydrovac vehicle and will be transported to a licensed waste disposal facility. Private and public utility locates will be conducted prior to ground disturbance to ensure utility lines are not struck (i.e., protecting accidental release).
Other - Borehole Drilling (subsurface disturbance)	X	Boreholes will have a PVC monitoring well installed with the annular space backfilled with silica sand, bentonite, and capped with material to match the surrounding surface (i.e. asphalt patch, soil, gravel, concrete, etc). Private and public utility locates will be conducted prior to ground disturbance to ensure utility lines are not struck (i.e., protecting accidental release).

Potential Impacts <i>Use an "X" to indicate which apply</i>	X	Potential Project Impacts and Proposed Mitigations <i>Describe the potential impact(s) and the proposed measure(s) to reduce each of these impacts.</i>
Water		
Groundwater		
Water table alteration		N/A
Infiltration changes		N/A
Changes in water quality		N/A
Temperature changes		N/A
Other		N/A
Permafrost		
Loss or change in extent		N/A
Changes in seasonal fluctuations		N/A
Change in persistence		N/A
Other		N/A
Surface Water		
Water flow or level changes (permanent, temporary, seasonal)		N/A
Drainage pattern changes		N/A
Temperature changes		N/A
Changes in water quality	X	Potential for changes in surface water quality may exist if an environmental incident, spill, or accidental release occurs. A Site-specific Spill Contingency Plan (attached) has been developed for the Project to mitigate any potential environmental risks or incidents that could occur. A spill kit and incident response tools will be available on Site (refer to the Spill Contingency Plan for details).
Wetland impairment		N/A
Changes to aquatic habitat (see Biotic section below)		N/A
Other		N/A
Air		
Changes in air quality		N/A
Harm to living things		N/A
Increased greenhouse gases		N/A
Other		N/A
BIOTIC COMPONENTS		
Vegetation		
Direct loss of vegetation		N/A
Loss of Species at Risk or may-be-at-risk plants		N/A
Change in species composition		N/A
Introduction of non-native (invasive) species		N/A
Effects on plant health (dust, metals, toxins)		N/A
Increased risk of fire		N/A
Compaction of vegetation	X	Equipment travel will be conducted on municipal roads and designated vehicle pathways wherever possible. Vehicles will travel a single path to and from

Potential Impacts <i>Use an "X" to indicate which apply</i>	X	Potential Project Impacts and Proposed Mitigations <i>Describe the potential impact(s) and the proposed measure(s) to reduce each of these impacts.</i>
		the work area to minimize vegetation disturbance.
Other		N/A
Terrestrial Wildlife Habitat		
Direct loss or removal of habitat, dens, or nests		N/A
Loss or removal of keystone species and/or Species at Risk habitat		N/A
Fragmentation of wildlife corridor		N/A
Direct injury or mortality		N/A
Disturbances to key lifecycle stages: breeding, feeding, nesting, staging		N/A
Effects on population abundance		N/A
Change in species diversity		N/A
Effects on wildlife health (toxins, metals, etc.)		N/A
Changes to migratory movement patterns		N/A
Changes to predator-prey relationships		N/A
Human-wildlife conflicts	X	Any wildlife that enters the project area will be allowed to leave without being harmed or harassed. If injured or dead wildlife is encountered, the Dehcho Wildlife Emergencies Branch will be contacted.
Other		N/A
Aquatic Habitat		
Breeding disturbances		N/A
Change in species diversity		N/A
Effects on health (toxins, metals, sediment, etc.)	X	All drill cuttings and excess soil will be collected immediately via shovel and placed into a soil bag on Site for pickup by a licensed hauler and disposal at a licensed waste disposal facility. Soil will be managed to avoid sediment washing into watercourses or other environmentally sensitive areas. Note no sensitive areas or watercourses are located on or adjacent to the Imperial property. Any spills and/or accidental releases shall be reported to the NT Environment and Natural Resources Spill Line immediately (refer to the attached Spill Contingency Plan for details).
Changes to migratory movement patterns		N/A
Changes to predator-prey relationships		N/A
Effects on population abundance		N/A
Change in species diversity		N/A
Other		N/A
CULTURAL COMPONENTS		
Wildlife Harvesting		
Loss or reduction in game species populations		N/A
Effects on traditional land use, subsistence, and harvesting rights		N/A

Potential Impacts <i>Use an "X" to indicate which apply</i>	X	Potential Project Impacts and Proposed Mitigations <i>Describe the potential impact(s) and the proposed measure(s) to reduce each of these impacts.</i>
Other		N/A
Cultural Integrity and Heritage Resources		
Change to or loss of cultural integrity		N/A
Change to or loss of traditional lifestyle		N/A
Change to or loss of heritage resource		N/A
Other		N/A
Social and Economic Well-being		
Increased human health hazard and risk		N/A
Economic opportunities or losses (employment, training)		N/A
Change in ecological, cultural, social, or economic values identified for protection in approved Land Use Plans		N/A
Impairment of the recreational or traditional uses of the land or water		N/A
Impairment of the aesthetic quality of the land or water		N/A
Changes to the use of the area by other non-Indigenous people (e.g., trappers, outfitters, residents, hunters, forest harvesters, other authorized projects)		N/A
Other		N/A

18. CLOSURE AND RECLAMATION

Use the grey field below to provide or reference the following information:

Closure and Reclamation Plan: Include a Closure and Reclamation Plan in the Application Package, if applicable, or for small-scale projects, describe the proposed closure and reclamation activities in the grey field provided below. Describe any temporary closure(s) and seasonal shutdowns. Please also refer to the LWB/AANDC [Guidelines for the Closure and Reclamation of Advanced Mineral Exploration and Mine Sites in the Northwest Territories](#).

Closure Cost Estimate: Prepare a Closure Cost Estimate and include it in your Application Package. Applicants are encouraged to contact Board staff, prior to applying, to determine which closure-cost-estimate template is most suited to the activities being applied for. Guidance is provided in section 2.2 of the LWB/GNWT/CIRNAC [Guidelines for Closure and Reclamation Cost Estimates for Mines](#). If the Application is submitted concurrently with a Water Licence Application, the estimate should include a breakdown of water- and land-related activities and liabilities.

Subsurface investigation project closure will include the clean up and removal of waste soil, materials and debris generated during the assessment program.

Hydrovac slurry will be contained within the hydrovac vehicle and transported to a licensed waste disposal facility.

Drill cuttings and excess soil material will be collected and stored on Site in soil sacks for pickup and disposed of at a licensed waste disposal facility. Boreholes will have a PVC monitoring well installed with

the annular space backfilled with silica sand, bentonite clay, and capped with material to match the surrounding surface (i.e. asphalt patch, soil, gravel, concrete, etc.)

Drill equipment will be cleaned of soil and debris daily and materials will be contained in the on-site soil bag for future disposal. Areas travelled by vehicles and equipment will be swept for cleanliness daily to ensure debris is cleaned up on and off-site, and not tracked off Site.

General household waste (i.e., sampling supplies, lunch garbage) will be collected in polyethylene bags and transported to the local waste disposal facility as required.

19. ADDITIONAL SUPPORTING INFORMATION

Use the grey field below to provide or reference the following information:

Engagement: Conduct engagement, prepare an Engagement Record and Engagement Plan in accordance with the LWB [Engagement Guidelines for Applicants and Holders of Water Licences and Land Use Permits](#), and include them in your Application Package. Templates are provided in the Guidelines. Please also refer to [Information for Proponents on MVLWB's Engagement Requirements](#).

Land Use Plans: Contact the applicable Land Use Planning Board or the Tłı̨ch̓ Government for assistance in interpreting the requirements of the relevant land use plan(s). Include a Land Use Plan Conformity Table, or if applicable, written confirmation of conformity from the Tłı̨ch̓ Government, in your Application Package, demonstrating how the project meets the requirements of the Land Use Plan, if applicable.

Traditional Knowledge (TK): Provision of TK is mandatory for applications to the SLWB. Other applicants are strongly encouraged to include TK.

Studies Undertaken to Date: List any relevant studies that support the proposed activities and include them in your Application Package.

Refer to Engagement Logs

20. FEES

Refer to the Guide for assistance in determining relevant fees.

Type of Fee	Amount (\$)
Application fee (if applicable):	\$150
Land-use fees (for federal areas only):	\$

Total Fees:	150\$
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If fees are submitted separately, indicate how and when they will be delivered to the Board's office.

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21. SIGNATURE

Josh Myers	Project Manager
Applicant's Name (print) or Company Name	Position (print)

	June 12 th , 2024
Signature	Date

Review the application package checklist provided in the Guide, and submit completed applications to the Regulatory Manager or Executive Director identified on the "Contact Us" pages of the respective Land and Water Board (www.mvlwb.com, www.wlwb.ca, www.slwb.com, www.glwb.com).

ATTACHMENT 1 – CONFIRMATION OF ACCESS

Worksite	
Owner Representative	
Purchase Order Number	
Activities in Scope	Activity 1
	Activity 2
	Activity 3
	Activity 4
	Activity 5
Prime Contractor	

Identification of known hazards on Worksite (subject to Prime Contractor validation)	
☐ Overhead power lines	☐ Bulk fuel/stored pressure systems (e.g. propane, NH3)
☐ Traffic or congestion	☐ Underground Utilities
☐ Hazardous material on site (e.g. mercury, NORM, H ₂ S)	☐ Hazards Associated with Northern Work
Specify: _____	Specify: _____
☐ Operating Equipment	☐ Other
Specify: _____	Specify: _____

Regarding the above Purchase Order #, Owner hereby appoints _____ as Prime Contractor at the Worksite described above in respect of each Activity, as amended by the parties in writing from time to time. _____ hereby agrees to this appointment, understands its responsibilities as Prime Contractor and has the ability to and will fulfill those responsibilities.

Prime Contractor agrees, during its appointment, to co-ordinate and oversee the occupational health and safety of all employer/contractor activities on the Worksite during each Activity and to ensure compliance with the applicable occupational health and safety legislation, including regulations and governing codes in effect in the jurisdiction, and depending on the jurisdiction within which the Activity is being performed, to fulfill the duties of 'prime contractor' as defined under British Columbia, Alberta, Saskatchewan or Manitoba OH&S legislation, 'constructor' as defined under Ontario, Prince Edward Island, Nova Scotia or Yukon OH&S legislation, 'contracting employer' as defined under New Brunswick OH&S legislation, or 'principal contractor' as defined under Quebec, Newfoundland & Labrador, Northwest Territories or Nunavut OH&S legislation, as those terms are amended or replaced from time to time under the applicable legislation.

This appointment shall continue in force until the Activity has been completed, the Purchase Order expires or Owner and Prime Contractor otherwise agree in writing, whichever event comes first.

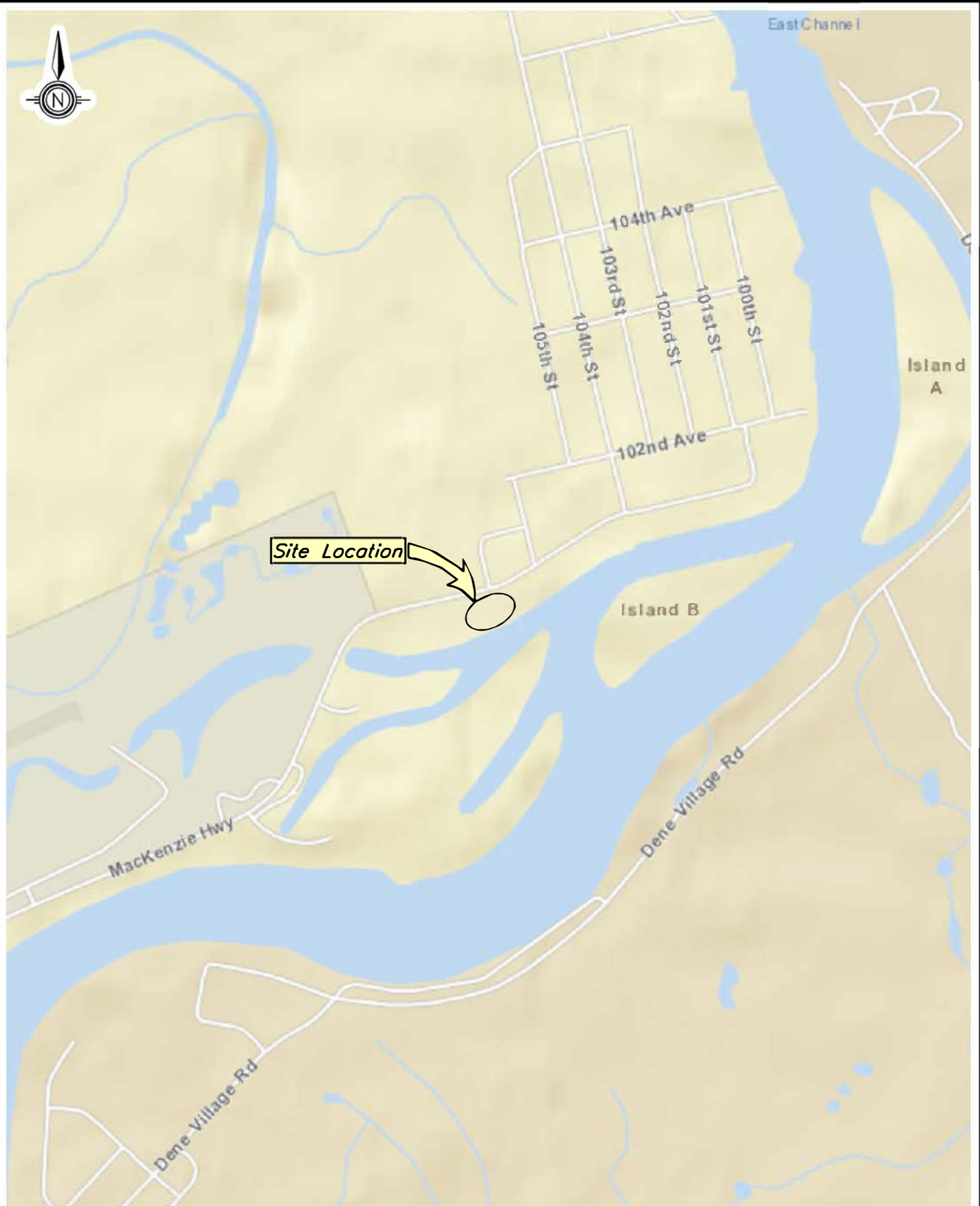
In addition to all other terms of the Purchase Order and this Declaration, and for the purposes of clarification, Owner and Prime Contractor agree to the following:

- Owner will not assign or direct any Prime Contractor activities or responsibilities;
- Prime Contractor shall be responsible for ensuring all emergency response plans exist and are in place during each Activity;
- Owner shall inform Prime Contractor upon learning of other existing or proposed work on the Worksite or adjacent properties;
- In the event that another contractor not contracted by Prime Contractor attends at the Worksite to perform work while Prime Contractor is acting as Prime Contractor hereunder, Prime Contractor has authority to restrict and regulate access of that contractor to the Worksite; if access is granted, Prime Contractor shall be Prime Contractor for, and shall exercise control over, the work of the other contractor; and
- In the event that Prime Contractor learns that another contractor attending at the Worksite to perform work may also have been appointed Prime Contractor by Owner, Prime Contractor shall immediately contact Owner to clarify roles before proceeding to undertake any work.

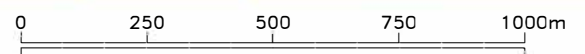
Add additional details here	
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IN WITNESS WHEREOF the parties have executed this agreement by their duly authorized officers.			
For Owner	☐ _____ Signed electronically	Title:	_____
		Date:	_____
For Prime Contractor	☐ _____ Signed electronically	Title:	_____
		Date:	_____
Electronic approvals: Ensure signed electronic copy (with supporting email) is placed in the project file.			

ATTACHMENT 2 – MAPS



REFERENCE: ESRI World Street Map.



Original Scale 1:15,000

Site Location Map

Esso - Hay River Terminal
42099 - Mackenzie Highway, Hay River, Northwest Territories

Drawn: WH

Reviewed: KH

Page Size: 11 x 17 in

File: 0593T035

Ref.: 10-593

Date: 2024/01/03

Drawing:

1

PARSONS



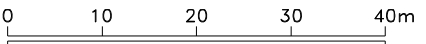
Tank Chart		
Tank	Product	Capacity
1002	Diesel LT Low Sulphur	1,500,000
1004	Unleaded Gasoline	1,000,000
1006	Jet A-1	1,000,000
1007 (Tanks 1025 and 1022)	Premium 91	150,000
1008 (Tanks 1023 and 1024)	Premium 91	150,000
1012	Diesel LT Low Sulphur	800,000
1020	Low Sulphur Diesel	300,000
1026	Low Sulphur Diesel	500,000
1027	Low Sulphur Diesel	300,000
4011	Slop	1250.0000
4012	Slop	1250.0000
4019	Unknown	Unknown
4028	Slop	85,000
4029	Unknown	Unknown
4030	Unknown	Unknown
4031	Unknown	Unknown

LEGEND

 Assumed Property Line
yyyy/mm/dd Date Format

Utilities

All utility lines are underground unless noted as O/H – overhead.


NOTE: All features are approximate.
REFERENCE: Aerial Photograph dated 2018.

Original Scale 1:800

Site Plan - Circa 1978 to Present Configuration

Esso - Hay River Terminal
42099 - Mackenzie Highway, Hay River, Northwest Territories

Drawn: WH	Page Size: 11 x 17 in	Ref.: 10-593
Reviewed: KH	File: 0593S038	Date: 2023/11/29
		Drawing: 4

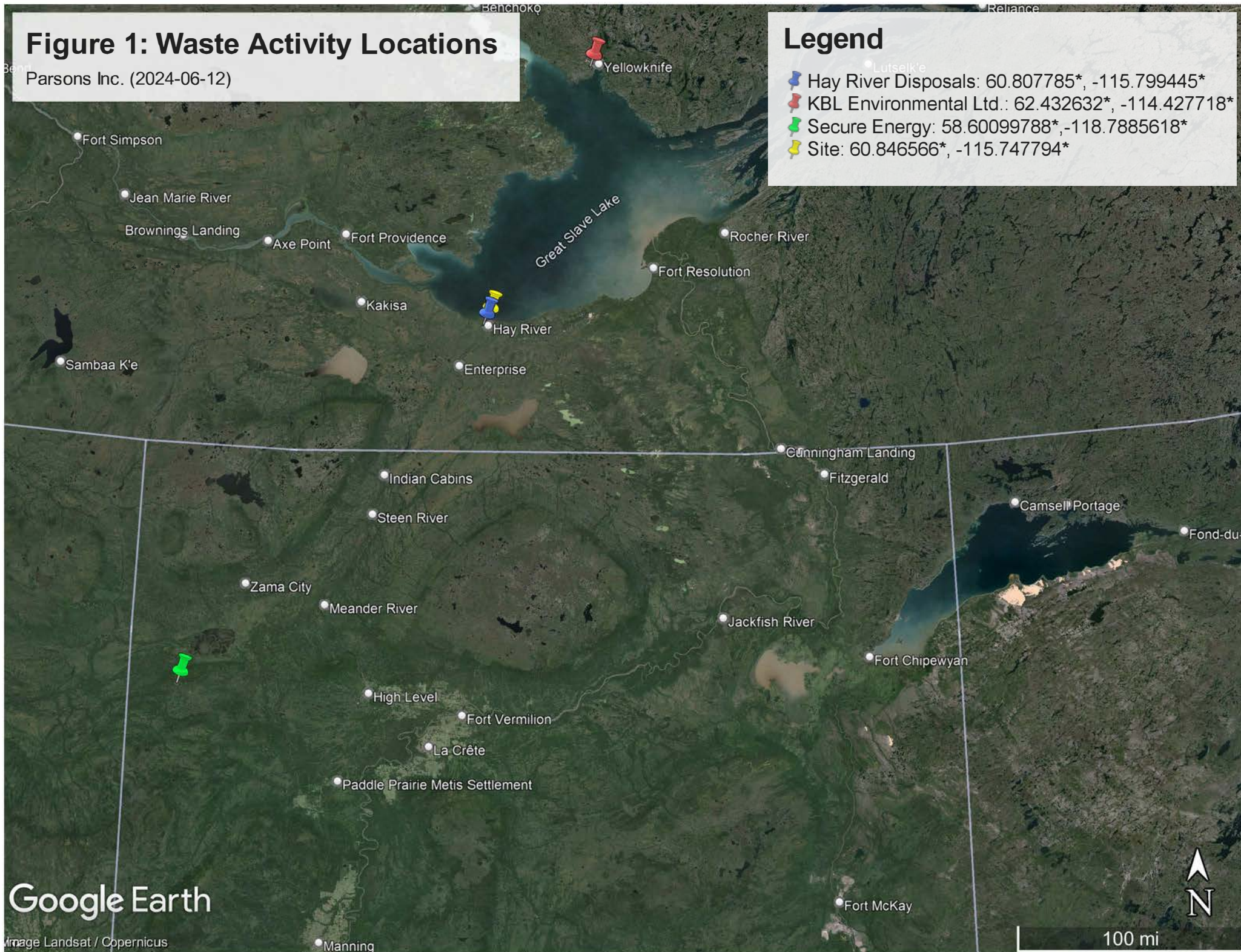
SSM: 0593 2023 P1

Figure 1: Waste Activity Locations

Parsons Inc. (2024-06-12)

Legend

-  Hay River Disposals: 60.807785*, -115.799445*
-  KBL Environmental Ltd.: 62.432632*, -114.427718*
-  Secure Energy: 58.60099788*, -118.7885618*
-  Site: 60.846566*, -115.747794*



ATTACHMENT 3 – SPILL CONTINGENCY PLAN

SPILL CONTINGENCY PLAN

42099 Mackenzie Highway, Hay River, NT

Prepared for:

Mackenzie Valley Land and Water Board
7th Floor – 4922 48th Street
P.O. Box 2130, X1A 2P6
Yellowknife, NT

Prepared by:



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Ref. No.: 10-593

June 12, 2024

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1.0 INTRODUCTION AND PROJECT DETAILS

Parsons Inc. (Parsons) has prepared this Spill Contingency Plan (Plan) as part of the application process in preparation of the Environmental Site Assessment (ESA) activities proposed at the Imperial Oil Fuel Distribution Terminal located at 42099 Mackenzie Highway, Hay River, Northwest Territories (the Site). The Plan has been prepared in accordance with the Indian and Northern Affairs Canada [Guidelines for Spill Contingency Planning](#) (Guidelines).

1.1 CORPORATE CONTACT INFORMATION

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1.2 EFFECTIVE DATE OF SPILL CONINGENCY PLAN

The Plan is effective as of March 15, 2024.

1.3 REVISIONS

This Plan is a living document that will be reviewed annually, at a minimum, and prior to the start of any site activities, with additional reviews as warranted. Updates will be made to reflect changes in spill contingency plans and practices, and new personnel and associated contact information. Table 1 presents a summary of the versions of this Plan and any revisions made; it is updated each time a revision is made to the Plan. This ensures stakeholders have the most current copy of the Plan.

Table 1: Version and Revision History

Revision #	Date	Sections/Pages revised	Summary of Changes/Comments
Rev.0	03/15/2024	All	First submission to the Board

1.4 RECIPIENTS

Table 2: Recipients of the most recent version of this Plan

Name	Position
Andrea Cleland	Regulatory Specialist, MVLWB
Josh Myers	Parsons, Project Manager

1.5 COPIES OF CURRENT VERSION OF THE PLAN

Copies of the most current version of the Plan are available on-site at all times in the Parsons Job Binder.

Additional copies of the Plan can be obtained by contacting Josh Myers, Parsons Project Manager at josh.myers@parsons.com 204-201-1110.

1.6 ENVIRONMENTAL POLICY

At Parsons, corporate social responsibility (CSR) falls under the umbrella of sustainability. As one of our six core values, sustainability is a fundamental part of who we are reflecting long-held beliefs.



Sustainability seeks to develop and implement the methods and behaviors that balance the consumption of resources with the impact of that consumption on the environment – in an economically viable manner and one that enhances the quality of life.

At Parsons, striving for this balance has been an integral part of everything we do. To be effective, all of our efforts must integrate the three pillars, or dimensions of sustainability—environmental/energy, sociocultural and economic.

Parsons has a rich history of providing proven, sustainable solutions. By integrating environmental/energy, sociocultural and economic concepts into our operations at the Site and our interactions with our employees, customers and the communities in which we do our business, we are fulfilling our commitment to CSR and to act as responsible corporate citizen.

Parsons supervisor will review the Plan with each employee on site:

- During the employee's initial site orientation;

- When the employee's responsibilities under the Plan change; and,
- When the Plan is updated.

Specific training involving the Plan will be further elaborated on in Section 2.0, which describes the training program.

The Plan will remain at the site for the duration of the project.

1.7 APPLICABLE LEGISLATION, REGULATIONS AND STANDARDS

- Canadian Standards Association Z731-03 (Reaffirmed 2009), Emergency Preparedness and Response;
- Indian and Northern Affairs Canada, Guidelines for Spill Contingency Planning (2007);
- Canada Occupational Health and Safety Regulations (SOR/86-304);
- Incident Command System (ICS) I-100, Introduction to Incident Command System;
- Environment Emergency Regulations "E2 Regulations" under the Canadian Environmental Protection Act (CEPA 1999, amended in the document, Regulations Amending the Environmental Emergency Regulations, published in the Canada Gazette in December 2011);
- Implementation Guidelines for the Environmental Emergency Regulations (Environment Canada, 2011);
- Transportation of Dangerous Goods Act;
- Northwest Territories Workers Compensation Act;
- Northwest Territories Waters Act;
- Mackenzie Valley Resource Management Act; and,
- Northwest Territories Safety Act
 - Safety Act General Safety Regulations
 - Safety Act Worksite Hazardous Materials Information System Regulations

1.8 PURPOSE AND SCOPE

The Plan has been prepared in preparation of the ESA activities proposed at the Imperial Oil Fuel Distribution Terminal located at 42099 Mackenzie Highway, Hay River, NT in accordance with the Site's General Contingency, Emergency Management and Response Plan, which applies to the Site as a whole, including all areas within the project work area. The necessary resources have been and will continue to be committed to implement the Plan as described herein.

The Plan has been prepared to address spill prevention as well as to present the response actions to be followed in the event of a spill onsite. This Plan details spill prevention equipment and procedures, required inspections, roles and responsibilities in the occurrence of a spill, facility drainage, security and personnel training and spill prevention procedures. The objectives of the Plan are to define the spill prevention, control and countermeasures to be implemented at the

site. The plan is an integral part in establishing an efficient and effective spill response and prevention program for the project.

Parsons will maintain an emergency management response plan and other precautions to protect the public, workers, the environment, and property in the event of an emergency.

Major emergency response plans and preparations will be based on the following order of priorities:

- Prevention of loss of life, injury or impact on health;
- Prevention of exposure to any hazardous material or other harmful or potentially harmful substance;
- Prevention of release to the environment or of damage to the property;
- Resumption of work on-site when safe to do so.

Parsons' environment and safety policy will be achieved as follows:

- Parsons will comply with, or exceed, all applicable environmental regulation;
- Parsons will implement measures to preserve environmental quality and human health;
- Parsons will manage its operations to prevent occurrences and to minimize potential hazards that may affect employees, the public and environment.
- Should an incident occur, Parsons will implement effective response measures;
- Parsons will fulfill all regulation reporting requirements; and,
- Parsons managers will be responsible for ensuring compliance with this policy. A copy of this plan is to remain onsite at all times.

1.9 SITE DESCRIPTION

The Site is located at 42099 Mackenzie Highway, Hay River, Northwest Territories. Legal land description of the Site is Lots 4, 5 and part of Lot 6, Block G, Plan 39.

The Site is currently operating as an Imperial Oil Fuel Distribution Terminal. The Site occupies an area of approximately 1.6 ha.

1.10 PROJECT DESCRIPTION

The following activities will be conducted at the Site:

- Groundwater monitoring and sampling;
- Subsurface disturbance (daylighting and drilling), soil sampling;
- Equipment monitoring and maintenance; and,
- Management of waste

1.11 PROCESS FOR MEDIA AND PUBLIC INQUIRES

All media inquiries are ultimately to be directed to the Government of Northwest Territories manager of public relations at the headquarters office in Yellowknife.

If a member of the media shows up unexpectedly at the site, they are to be directed to the site supervisor who will determine whether to answer the questions and/or direct them to Imperial Oil and/or direct them to the Government of Northwest Territories manager of public relations, as appropriate.

2.0 TRAINING PROGRAM

2.1 TRAINING SCHEDULE AND RECORD KEEPING

Workers will be trained in all required topics to ensure safe and effective completion of their work tasks when first orientated to the Parsons' project site.

Visitors will receive site specific orientation, including this Plan, and will be escorted by a Parsons representative at all times to ensure their safety.

2.1.1 EMERGENCY RESPONSE PLAN

Parsons supervisors will review the Emergency Response Plan with each employee on site:

- During the employee's initial site orientation;
- When the employee's responsibilities under the plan change; and,
- When the plan is updated.

All employees will receive initial training in evacuation and assembly.

The Emergency Response Plan, along with the s]Spill Contingency Plan, will be kept onsite where it can be easily accessed by all personnel.

2.1.2 SPILL RESPONSE

All employees will be trained on hazardous materials management, including:

- How to recognize a hazardous material on-site;
- Understanding the risks associated with hazardous materials; and,

- How to activate alarms and report a release.

All employees will be trained on how to report a spill and how to initiate the spill response system including taking the necessary precautions when approaching a spill as human health is the number one priority.

Employees will also be trained in the different techniques and materials that can be employed for spill containment, including how to contain a release from a safe distance if possible, and how to protect persons and property near the incident.

Parsons supervisors will review the Plan, as well as receive initial training at the same frequency as with the Emergency Response Plan.

The Safety Health and Environment (SH&E) Lead maintains a record of all training or instruction given to employees using appropriate training forms.

2.1.3 MEDICAL/FIRST AID RESPONSE

Parsons provides training for designated first aid providers in accordance with the Occupational Health and Safety (OHS) Act, Part 18. Designated first aid personnel will be identified during the initial site orientation and when the site plan is changed or updated.

2.1.4 FIRE RESPONSE

Parsons will provide fire response training as listed below:

- Designated personnel receive initial and refresher training in fire extinguisher selection and use, and the scope of the fire response for incipient fires;
- Management must ensure that designated personnel are trained and educated to recognize not only the type of fire that is being fought and how to fight it, but also when it is time to evacuate.

2.1.5 HAZARDOUS MATERIALS TRAINING

Project staff will be trained in materials safety, specifically for protection of health and the environment. Topics will include Workplace Hazardous Materials Information System (WHMIS), Transportation of Dangerous Goods (TDG), and for the required individual, hazardous material specific training based on their anticipated work tasks.

2.1.6 DOCUMENTATION

The SH&E Lead documents all instruction and training, maintains records at the site for the duration of the project, and archives them at project close.

Parsons and its subcontractors must comply with the recordkeeping requirements of the regional, municipal, local, and/or the OHS Act, the client, and Parsons, including:

- OHS Act and/or applicable regional, municipal, and local regulation logs;
- Medical treatment and follow-up;

- Heavy equipment inspection logs;
- Fall protection;
- Training;
- Inspections;
- Audits; and,
- Others, as required.

For this project, job safety binders will be used for displaying regional, municipal, territorial, local and/or OHS posters, safety alerts and information.

3.0 RESPONSE ORGANIZATION

The purpose of Parsons' spill contingency plan is to develop a state of readiness which will allow for a prompt and orderly response to an emergency resulting from a spill or release during activities at the Site.

The normal course of action to be followed in the event of a spill of any hazardous material onsite is described below:



3.1 PROCEDURES

First Person Response:

Precaution should always be maintained as polluting discharges may pose serious hazards to personnel health and safety. All site work should be stopped as soon as safe to do so while the spill reporting and response requirements are determined by the site supervisor and management team.

Spilled contaminated water constitutes a threat to human health, and both contaminated and clean water pose a threat to property and may create additional hazards onsite (e.g. slippery conditions, unstable structures). Spilled fuel constitutes a hazard of fire and explosion with associated threats to human life and property. Even before explosive levels, petroleum or solvent vapors can be hazardous to personnel due to anesthetic and toxic effects that result in vertigo, loss of consciousness and death. If anyone is injured, appropriate emergency responders should be called immediately. Personnel should remain upwind of the spill site.

Assess the hazard, safety and protection of life and limb take precedence over environmental protection. If there is a threat to personnel safety, evacuate the area immediately.

Report the spill to the immediate supervisor verbally. If possible, identify the spilled product so that the information can be relayed to the supervisor. The supervisor will alert the Project Manager and the Senior Project Manager. If the quantity or volume of material spilled is considered reportable, the Site Manager will report to the NWT 24-hour spill line (867-920-8130) and other authorities that may include the Workers' Safety and Compensation Commission (WSCC), the Town of Hay River and the Department of Highways.

Stop the spill source if possible, and only if it is safe to do so, by turning off any valves, pumps, vacuums or other delivery equipment. Personnel shall take all reasonable and practical action, as long as it is safe to do so, to stop, contain and minimize the effects of the spill.

Post-Event Procedure will focus on containing and cleaning up the discharge. The Site Supervisor will mobilize the Incident Command Team and draw in additional subject matter experts to assist with clean up as required.

If the spill involves liquids, spread absorbent materials from the spill kit to stop percolation of spilled substances. Block the spill's pathway to any waterways. If necessary, provide temporary curbing using sorbent booms, diking or sandbags to limit the spread of spilled materials.

The notification telephone list provided in the plan identifies organizations to be contacted, if necessary, in the event of a discharge. A project-specific spill response form is included in Appendix A. Immediately reportable spill quantities for various substances are included in Appendix B.

The general steps are applicable whether the release is minor or major in nature.

The following sections outline the requirements for responding to a Major Spill as defined below.

Reportable quantities for various substances in accordance with the Northwest Territories Spills Regulations are included in the table in Appendix B. Volumes greater than the reportable quantities outlined within the appendix are considered a major spill.

In addition, all release 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 or health safety;
- Poses imminent threat to a listed species at risk or its critical habitat; or
- Is uncontrollable.

The most common substances at the Site which may result in a reportable spill are hydrocarbons.

3.2 MAJOR SPILL

3.2.1 RESPONSE PRE-START CHECKLIST

The components of the major spill response pre-start checklist are:

- List Primary Hazard (TDG Class or Condition);
- List Alternate Hazard (s);
- Conduct a “walk-around” perimeter safety check of the entire work-site;
- Inspect work-site area(s) for potential hazards-risks;
- Availability of reference documentation for work to be performed;
- Appropriate training of all personnel required to perform work-site job-tasks;
- Awareness of all personnel on the work-site of the job plan and their role in maintaining a safe work environment;
- Availability of the appropriate PPE, for both workers and visitors;
- Availability of the appropriate fire extinguisher(s) at required locations and at other designated locations on the work-site; and
- Request for Fire Suppression (if available).

3.2.2 DOCUMENT REVIEW

The components of the document review are listed below:

- Review MSDS/SDS, List Applicable Reviewed; and,
- Review Applicable Standard Operating Procedure(s).

3.2.3 SITE SECURITY CHECKLIST

The components of the site security checklist are listed below:

- Perimeter secure;
- Zones delineated and communicated;
- Contamination reduction zone delineated and communicated;
- Egress route assigned;
- Wind indicator in place;
- Muster point assigned and communicated;
- First aid station accessible;
- Waterways protected where required; and,
- Safety signage in place.

3.2.4 PERSONAL PROTECTIVE EQUIPMENT AND DECONTAMINATION PLAN

In case of a spill response the supervisor determines the PPE and any potential decontamination requirements for all team members based on potential exposure risks.

3.2.5 MAJOR SPILL RESPONSE ACTION PLAN

The components of the major spill response action plan are listed below:

- As soon as the incident is identified, STOP work;
- Activate hazard communication system to notify all facility personnel;
- Notify all response and other personnel, as needed;
- Block off the incident area and keep unauthorized persons away;
- Keep all other workers outside the fenced work area, upwind of the spill. Account for all personnel;
- Identify the character, exact source, amount, and extent of the release, as well as the other items needed for notification;
- Isolate and contain the spill with available equipment, if possible;
- Initiate containment strategies and prevent the spilled material from entering watercourses (ex. streams, creeks and ditches), catch basins and/or sewers by diking ditches, if necessary.
- Call police, ambulance, fire, or hospital, as per the Contact List (if required);
- Notify and provide necessary information to the appropriate authorities with designated response roles;
- Assess the possible hazards to human health and the environment due to the release. This assessment must consider both direct and indirect effects of the release (i.e., the effects of any toxic, irritating, or asphyxiating gases that may be generated, or the effects of any hazardous surface water runoffs from the water or chemical agents used to control fire and heat-induced explosion);
- Assess and implement prompt removal actions to contain and remove the substance released;
- Coordinate rescue and response actions as previously arranged with all response personnel;
- Eliminate the risks and incident consequences by appropriate actions;
- Provide appropriate and fast help to reduce risks and damage (i.e. first aid to workers, extinguish fire, shut off valves, provide traffic control, stop product flow, etc.);
- Advise government agencies (as per regulations) and Parsons Project Manager; and,
- Ensure Site is safe and determine adequate timing for work to resume with the Project Manager.

3.2.6 POST INCIDENT DEBRIEF (PERFORM WITH ALL TAILGATE MEETING ATTENDEES)

The components of the post incident debrief are listed below:

- Perform a thorough incident investigation as soon as possible, with corrective recommendations implemented immediately;
- Produce incident report and forward to the Parsons Project Manager (see Appendix C);
- Review incident findings with workers at the next Safety Meeting or as soon as possible if it affects ongoing work;
- Update Parsons Project Manager on closure of follow-up actions;
- Determine if all objectives were met;
- Determine if documented scope or S.O.P. was followed;
- Determine if sufficient staff was allocated;
- Determine if equipment available was adequate to safely and efficiently complete the objectives;
- Determine if personnel training and experience was sufficient to complete the objectives;
- Determine corrective actions
- Determine root-cause/contributing factors;
- Determine gap closure (track with hazard ID/near miss/incident report if applicable) with personnel and target dates listed for actions;
- Health and safety documentation;
- Equipment documentation;
- Training documentation; and'
- Procedural documentation.

3.3 SPILL CONTAINMENT AND REMEDIATION

3.3.1 CONTAINMENT ON WATER

For spills into a surface water body, containment procedures will vary on the type of containment, and whether it is standing or flowing water.

For contaminants that float, a surface boom may be utilized. In flowing water, the boom must be placed across the flow, downstream of the release, in an area of decreased water velocity.

For contaminants that are heavier than water, a contaminant dyke should be constructed if possible.

3.3.2 CONTAINMENT ON LAND

If the spill involves liquids, spread absorbent materials from the spill kit to stop percolation of spilled substances. Block the spill's pathway to any waterways. If necessary, provide temporary curbing using absorbents booms, diking or sandbags to limit the spread of spilled materials.

3.4 INCIDENT COMMAND TEAM

The Parsons Incident Command Team (ICT) generally consists of the following personnel:

On-Site Supervisor

- This person is responsible for the team's activities at the incident site and will coordinate the team's activities with the police or fire department representative, and act upon any direction given by them and the Emergency Response Coordinator. This person will evaluate the situation, gather as much information as possible, and obtain all of the necessary equipment for clean-up activities. The on-site supervisor will normally be the senior crew-member.

Hands-On Team Members

- These team members are the on-site workers and are fully trained in all on-site activities. These members form the core of the initial response team and will be directed in clean-up/restoration efforts by the on-site supervisor.

Decontamination Crew

- This crew is responsible for decontaminating the hands-on team members as they leave the scene of the incident. These are also fully trained workers and can be used as support when the hands-on team is relieved for a rest.

On-Site Safety Coordinator

- The duty of this person is to ensure that safety practices are adhered to, and to bring any unsafe activities to the attention of the on-site supervisor.

Emergency Response Coordinator

- This person will initiate notification procedures, coordinate the initial response procedures, receive all applicable telephone calls, and act as a liaison between the on-site supervisor and the other parties. This person will also assist the on-site supervisor in obtaining all the necessary equipment for the site activities, and will coordinate resources with the responding emergency authorities (e.g. Fire Department).

3.5 POTENTIAL ENVIRONMENTAL IMPACTS

3.5.1 PETROLEUM PRODUCT LEAK

Onsite equipment includes drill rigs, heavy equipment, and vehicles, resulting in potential losses due to spills and leaks. Environmental impacts from spills of petroleum products onto ground should be localized, however leaks to waterways could have a potentially severe environmental effect. Additional threats to onsite workers, buildings or equipment could exist if a possibility of fire or explosion exists.

3.5.2 FIRE OR EXPLOSION HAZARDS

Fire or explosion from flammable liquids is a potential emergency for this site, causing risk to personnel and materials.

3.6 PREVENTATIVE MEASURES

This section outlines the site systems that handle or store hazardous materials and the procedures used to prevent releases or detect and mitigate releases at an early stage.

3.6.1 PETROLEUM PRODUCTS

Drill rigs, heavy equipment, vehicles, and other equipment onsite that contain or use petroleum products will be inspected regularly. The inspection schedule, when established, will be included in the job binder.

Any equipment needing repair will be tagged out of service and removed from Site. If leaks are identified, adsorbent pads or materials will be positioned so as to constrain or minimize the spread of contamination.

Waste that is generated in the form of spilled product, contaminated soil, or absorbents used to contain and clean up the spill, will be disposed of in accordance with the NWT *Environment Protection Act* and Environmental Guideline for the General Management of Hazardous Waste, where the hazardous waste will be disposed of at an appropriately registered hazardous waste management facility by the Northwest Territories Government. When necessary, the waste will be characterized prior to disposal.

3.6.2 FIRE OR EXPLOSION HAZARDS

Flammable materials will be stored away from sources of ignition, in labelled locations and containers.

3.6.3 SITE SECURITY

Existing Site security fencing and temporary delineators with caution tape will be utilized to prevent unauthorized personnel access to the Site. All project and team personnel and visitors will follow sign-in procedures. The Site Supervisor will control access to work areas during operating hours through the monitoring of a single ingress/egress location with mandatory sign-in procedures for all personnel.

4.0 RESOURCE INVENTORY

4.1 ONSITE RESOURCES

Parsons will have the following emergency/spill response supplies/equipment available in a spill kit on-site:

- Disposable coveralls (Tyvek);
- Respirators complete with cartridges for particulate/organic vapor/acid gas;
- At least 2 bags of Oil Absorbent Pads (17" x 19") (100 pads per bags);

- Decontamination equipment: spray bottles, brushes; and,
- Electrical equipment: extension cords, flashlights, booster cables.

The above spill kit items are in addition to the following standard health and safety supplies/equipment available on-site:

- Safety equipment: first aid kit, fire extinguishers, reflective vests, eye wash kit;
- PPE: gloves (nitriles and heavy duty), CSA safety glasses, CSA hard hats, CSA boots;
- Variety of hand tools (wrenches, pliers, wire cutters, vice grips, screwdrivers, chains, shovel, spade, broom, bolt cutters); and,
- Other miscellaneous supplies: caution tape, garbage bags, duct tape, paper towels, and funnels.

4.1.2 MATERIAL SAFETY DATA SHEETS (MSDS)

Copies of the MSDS information for all products used on the site will be maintained at the Site for the duration of the project. Additional copies will also be held at the Parsons office in Winnipeg, Manitoba. Note that some products may still be supplied with legacy Material Safety Data Sheets (MSDS), pending full implementations of the new WHMIS Regulations.

4.2 OFFSITE RESOURCES

Parsons will contact and coordinate resources with the local Hay River Fire Department who will be contacted in case of a major emergency.

5.0 EMERGENCY CONTACTS

The following is a list of emergency contacts:

Contact	Phone
Hay River Fire Department	911 or (867)-874-2222
24 Hour Forest Fire Line	(877)-698-3473
Emergency Medical: • Ambulance • Hospital (Hay River Regional Health Centre) • Poison Control	911 or (867)-974-9333 (867) 874-8000 (800) 332-1414
Police (RCMP)	911 or (867)-874-1111
Environmental Emergencies: • 24-Hour NWT Spill Line • Marine and Air Search and Rescue (N.T.)	(867) 920-8130 (800) 669-1111
Northwest Territories Government Highways and Public Works: • Transportation of Dangerous Goods General Inquiries	(867) 920-8771
Safety, Health and Environment Lead (Jesse Bursee) • Cellular • Work	(204) 471-6535 (204) 201-1102
Parsons Senior Project Manager (Gary Karp) • Cellular • Work	(204) 770-6649 (204) 201-1109
Parsons Inc. After Hours Emergency	(800) 661-8141

6.0 STANDARD OPERATING PROCEDURES – SPILL RESPONSE

Hazardous materials that could be encountered at the site are listed below and included in Appendix D. The emergency response PPE selection procedure is also included in Appendix D.

- Hydrocarbons

7.0 ADDITIONAL INFORMATION

Additional information about hydrocarbons, glycols and other hazardous materials:

- The maximum amount of each type that will be stored or used on-site

Drill Rig	Hydrovac
200 L diesel fuel tank 400 L hydraulic oil tank 20 L glycol tank	130 gallon diesel fuel tank 89 gallon power steering fluid tank 160 L hydraulic power steering fluid tank

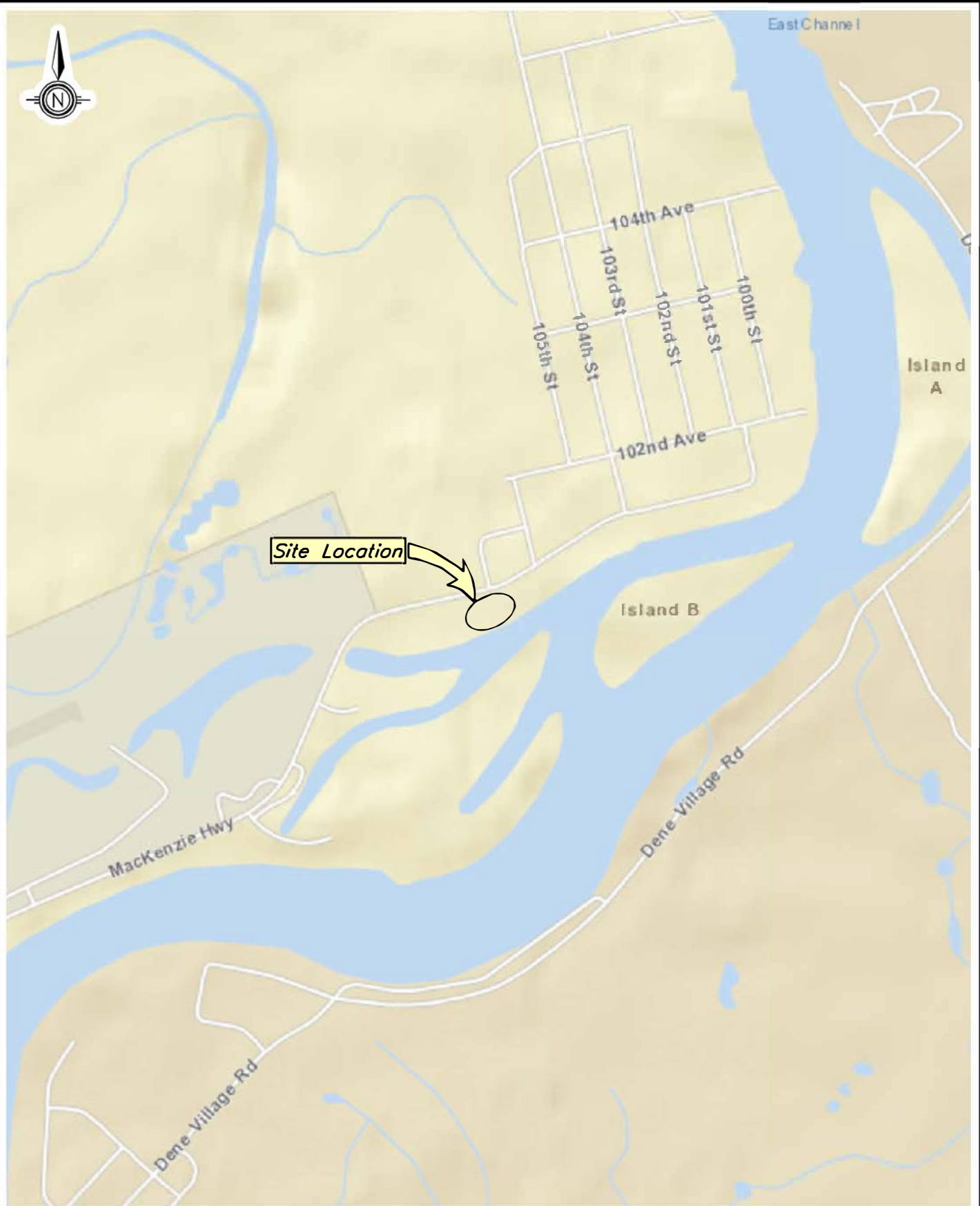
- Storage is restricted to the tanks associated with the drill rig and hydrovac truck.
- There will be no re-fueling and re-filling conducted on-Site.

8.0 REFERENCES

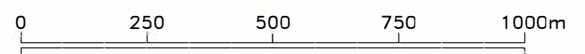
Guidelines for Spill Contingency Planning, April 2007, Water Resources Division Indian and Northern Affairs Canada, Yellowknife, NT.

Canadian Environmental Protection Act, Spill Contingency Planning and Reporting Regulations, 1998, Legislation Division, Department of Justice.

A Guide to the Spill Contingency Planning and Reporting Regulations, March 2011, Northwest Territories Environment and Natural Resources.



REFERENCE: ESRI World Street Map.



Original Scale 1:15,000

Site Location Map

Esso - Hay River Terminal
42099 - Mackenzie Highway, Hay River, Northwest Territories

Drawn: WH

Reviewed: KH

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1

PARSONS



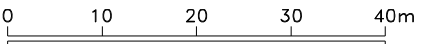
Tank Chart		
Tank	Product	Capacity
1002	Diesel LT Low Sulphur	1,500,000
1004	Unleaded Gasoline	1,000,000
1006	Jet A-1	1,000,000
1007 (Tanks 1025 and 1022)	Premium 91	150,000
1008 (Tanks 1023 and 1024)	Premium 91	150,000
1012	Diesel LT Low Sulphur	800,000
1020	Low Sulphur Diesel	300,000
1026	Low Sulphur Diesel	500,000
1027	Low Sulphur Diesel	300,000
4011	Slop	1250.0000
4012	Slop	1250.0000
4019	Unknown	Unknown
4028	Slop	85,000
4029	Unknown	Unknown
4030	Unknown	Unknown
4031	Unknown	Unknown

LEGEND

 Assumed Property Line
yyyy/mm/dd Date Format

Utilities

All utility lines are underground unless noted as O/H – overhead.


NOTE: All features are approximate.
REFERENCE: Aerial Photograph dated 2018.

Original Scale 1:800

Site Plan - Circa 1978 to Present Configuration

Esso - Hay River Terminal
42099 - Mackenzie Highway, Hay River, Northwest Territories

Drawn: WH	Page Size: 11 x 17 in	Ref.: 10-593
Reviewed: KH	File: 0593S038	Date: 2023/11/29
		Drawing: 4

SSM: 0593 2023 P1

Appendix A

NT Spill Report Form

NT-NU SPILL REPORT

OIL, GASOLINE, CHEMICALS AND
OTHER HAZARDOUS MATERIALS



NT-NU 24-HOUR SPILL REPORT LINE

Tel: (867) 920-8130 • Email: spills@gov.nt.ca

REPORT LINE USE ONLY

A	Report Date:	MM	DD	YY	Report Time:	☐ Original Spill Report OR ☐ Update # _____ to the Original Spill Report	Report Number:
	Occurrence Date:	MM	DD	YY	Occurrence Time:		
C	Land Use Permit Number (if applicable):				Water Licence Number (if applicable):		
D	Geographic Place Name or Distance and Direction from the Named Location:					Region: ☐ NT ☐ Nunavut ☐ 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: ☐ Potential Spill		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:	Position:	Employer:	Location Called:	Report Line Number:
Lead Agency: ☐ EC ☐ CCG/TCMSS ☐ GNWT ☐ GN ☐ ILA ☐ AANDC ☐ NEB ☐ Other: _____			Significance: ☐ Minor ☐ Major ☐ Unknown		File Status: ☐ Open ☐ Closed
Agency:		Contact Name:	Contact Time:	Remarks:	
Lead Agency:					
First Support Agency:					
Second Support Agency:					
Third Support Agency:					

APPENDIX B

NWT REPORTABLE SPILL QUANTITIES

REPORTABLE QUANTITIES FOR NWT SPILLS

NOTE: L=LITRE; KG=KILOGRAM; PCB=POLYCHLORINATED BIPHENYLS; PPM=PARTS PER MILLION

Substance	Reportable Quantity	TDG Class
Explosives	Any amount	1.0
Compressed gas (toxic/corrosive)		2.3/2.4
Infectious substances		6.2
Sewage and Wastewater (unless otherwise authorized)		6.2
Radioactive materials		7.0
Unknown substance		None
Compressed gas (Flammable)	Any amount of gas from containers with a capacity greater than 100L	2.1
Compressed gas (Non-corrosive, non-flammable)		2.2
Flammable liquid	≥100 L	3.1/3.2/3.3
Flammable solid	≥25 kg	4.1
Substances liable to spontaneous combustion		4.2
Water reactant substances		4.3
Oxidizing substances	≥50 L or 50 kg	5.1
Organic peroxides	≥1 L or 1 kg	5.2
Environmentally hazardous substances intended for disposal		9.0
Toxic substances	≥5 L or 5 kg	6.1
Corrosive substances		8.0
Miscellaneous products, substances or organisms		9.0
PCB mixtures of 5 or more ppm	≥0.5 L or 0.5 kg	9.0
Other contaminants—for example, crude oil, drilling fluid, produced water, waste or spent chemicals, used or waste oil, vehicle fluids, wastewater.	≥100 L or 100 kg	None
Sour natural gas (i.e., contains H ₂ S)	Uncontrolled release or sustained flow of 10 minutes or more	None
Sweet natural gas		
Flammable liquid	≥20 L	3.1/3.2/3.3
Vehicle fluid	When released on a frozen water body that is being used as a working surface	None

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 C

PARSONS INVESTIGATION REPORT FORM

Parsons Inc. CEG – Investigation Report Form

*Imperial near loss and loss reports to be completed on E&PS forms, available on Imperial Sharepoint site.

Report # _____

IndustrySafe # _____

☐ **Hazard ID** Complete Sections 1 to 4 ☐ **Near Miss** Complete Sections 1 to 7 ☐ **Incident** Complete All Sections

SECTION 1

Site Location: _____ Client*: _____ Job Number: _____

Client Contact: _____ Parsons Office: _____ Form completed by: _____

Event date (YYYY-MM-DD): _____ Event time: _____ Time called in to Parsons WBS Manager: _____

SECTION 2 Description of WHAT HAPPENED: Include DIRECT CAUSE(S), RESPONSE ACTION TAKEN & FOLLOW-UP ACTION REQUIRED.

(Write as clearly as possible, describing the situation, from start to finish. Add additional comments onto a separate page, as required.)

Office H&S Rep or WBS Manager's comments on report, follow-up with person completing the form or client feedback:

SECTION 3 Job Task (choose the dominant type from the following list):

- | | | | |
|---|---|---|---|
| ☐ Driving | ☐ Sampling/Gauging – soil or water | ☐ LOTO incl Electrical | ☐ Office Work |
| ☐ Drilling | ☐ Locates/Surveys | ☐ Demolition/Removal | ☐ Crane/Lifting Operations |
| ☐ Walking/Site Visit | ☐ Loading/Unloading | ☐ Construction/Installation | ☐ HazMat |
| ☐ Traffic Control | ☐ Weed/Veg Maintenance | ☐ Excavation/Trenching/Earthmoving/Backfilling | |
| ☐ O&M | ☐ Other (Specify): _____ | | |

SECTION 4 Involved Parties

Was alcohol and drug testing performed? ☐ Yes ☐ No

Is a subcontractor involved? ☐ Yes ☐ No If yes, company name: _____

If yes and this is a NM or incident, have we requested they produce a report with root-cause analysis and follow-up action? ☐ Yes ☐ No

Investigation team (personnel involved) WBS Managers, PMs and Office H&S Reps		Job Title/ Position	Date
Print:	Sign:		
Print:	Sign:		
Print:	Sign:		
Print:	Sign:		
Print:	Sign:		

SECTION 5 For Near Miss select what could have happened; for Incident select what did happen (check all that apply):

- | | | | |
|--|--|--|--|
| ☐ 1. Fire/ Explosion | ☐ 2. Injury/Illness | ☐ 3. Security (theft, trespassing, vandalism) | ☐ 4. Property/ Equipment Damage |
| ☐ 5. Environmental (spill, permit exceedance, etc.) | ☐ 6. Vehicle accident | | |

SECTION 6 Was this a Life Changing Event or had the potential to be a Life Changing Event (Near Miss)?

☐ Yes ☐ No

SECTION 6 Direct and Underlying Causes

Direct cause(s) of event: _____

Undesirable conditions or behaviours that lead to event: _____

SECTION 7 Root Cause Analysis and Solution(s)

There can be more than one Root Cause Starting from each undesirable condition/behaviour, ask "why" multiple times to determine root cause(s). Note questions/answers below and circle the root causes on right. Use additional paper if required.		Root Causes > Solutions 1. Lack of or inadequate documentation > Create/update documentation 2. Lack of or inadequate tools or equipment including condition > Obtain correct tools, update maintenance procedures if required 3. Inadequate communication by Supervisor of safety & procedural expectations > PM to mentor Supervisor on communication 4. Lack of or inadequate training > Provide/update training 5. Did not follow acceptable procedures or practices in the past and (a) no incident occurred (complacency) > Coach worker (b) minor incident occurred (high risk tolerance) > Coach worker 6. Correct way takes more time/requires more effort > Coach worker 7. Shortcutting standard procedures is positively reinforced or tolerated by Supervisor and/or coworkers > PM to mentor Supervisor on creating stronger safety culture/coaching of all workers on site 8. External Factor > no solution		
Why? _____ _____ _____ _____ _____ _____ _____				
Root Cause #	Suggested/Implemented Solution(s) Solutions must match root cause. Add additional sheet if more space is required.	Person(s) Responsible to Implement Solutions	Due Date	Date Completed

Section 8 Incident Severity and Type (Incident only)

IF THIRD PARTY INVOLVED – CONTACT INFORMATION (do not include subcontractors here, see Section 4)			
NAME(S)	ADDRESS	CITY/PROVINCE	PHONE

Injury / Illness Information (if Applicable):

Severity Level: No treatment ☐ First Aid ☐ Medical Aid ☐ Restricted/Modified Work ☐ Lost Time ☐ Fatality ☐

Type of Injury/ Illness: _____ Body Part Affected: _____ Left ☐ Right ☐

Event Leading to Injury: _____ First Aid Treatment Provided: _____ Was the Worker a SSW?: _____

Medical Treatment Facility: _____ Type of Treatment: _____

Spill or Release to Environment (if Applicable):

Material/Chemical Released: _____ Volume of Material Released: _____ Release Duration: _____

Event Leading to Release: _____ Fully Contained? ☐ Yes ☐ No % of Material Recovered: _____

Property or Equipment Damage Information (if Applicable): Owner of Damaged Property/Equipment: _____

Description of Damage: _____ Cost (estimated): _____

Transportation of Personnel (if Applicable):

Vehicle Ownership: _____ Vehicle Unit number: _____ Accident Type: _____

*Complete Auto Claims Form. Submit with vehicle registration to Aviva (CareCentre_Ont@avivacanada.com); cc Donna.Miller@Parsons.com

Fire or Explosion (if Applicable): Ignition Source: _____ Description: _____

Security (if Applicable): Type of Incident (trespassing, vandalism, assault, etc.): _____

APPENDIX D

PARSONS SPILL RESPONSE PROCEDURES

ENVIRONMENTAL RELEASES

In cases of environmental releases, determine if the release is reportable. Reporting must be considered any time a spill may cause, is causing, or has caused a significant adverse effect on the environment; if any amount has been released into a watercourse, groundwater, or surface water; or if the spill is greater than 200 L, as per TDG Regulations.

Reporting numbers and websites supplying additional information are listed below:

AB	1-800-222-6514	http://environment.alberta.ca/03096.html
BC	1-800-663-3456	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/freeside/46_263_90
MB	1-800-663-3456	http://www.gov.mb.ca/conservation/envprograms/env-emresp/info/index.html
ON	1-800-663-3456	https://www.ontario.ca/environment-and-energy/report-spill
SK	1-800-667-7525	http://www.saskspills.ca/about.asp
YK	1-800-667-7525	http://www.env.gov.yk.ca/environment-you/spills.php

If a spill is determined to be reportable, include the following information when reporting, when possible and applicable:

1. The shipping name or UN number of the product.
2. The quantity of the product.
3. A description of how the product was released and the current condition of the containment.
4. The location of the release.
5. The number of injuries or deaths resulting from the release.
6. An estimate of the number of people evacuated from the area as a result of the release.

Once the release is controlled and mitigated:

1. Document and investigate the incident as outlined in the Case Management Folder and complete a Parsons CEG Incident Investigation form (or client equivalent).
 - a. Perform incident investigation, including interviewing witnesses (if any) and photographing or collecting evidence.
 - b. Determine immediate and root causes of release. Determine appropriate solutions to eliminate the source of the release and minimize the potential for the release to occur again.
 - c. Assess adequacy of emergency response and include assessment in incident report.
 - d. Assess if there is potential for environmental impact on soil or water.
 - e. WBS or Project Manager are responsible for notifying client and appropriate regulatory parties, as required.
2. Commence the cleanup on the impacted area:
 - a. Excavate impacted soil and place into soil bag and/or drum.
 - b. Retain a sample for disposal profiling.
 - c. Sample base of excavated area.
 - d. Arrange for and properly dispose of excavated impacted soil.

Petroleum Products

Parsons' staff are most likely to encounter releases of petroleum products in small volume containers (< 200L) which this emergency plan will address.

1. **Assess:**
 - a. If human lives are in danger, rescue only if it can be done safely. Otherwise, contact emergency personnel.
 - b. If property is in danger from fire, address only if you can do so safely. Otherwise, contact emergency personnel.
 - c. If first aid is required and can be done safely, conduct first aid; refer to the Emergency Response Plan in Case of Injury.
 - d. Cordon off area if not already completed.
2. **Control:**
 - a. Stay upwind and ventilate area if possible. Keep out of low areas.
 - b. Remove sources of electricity, heat, ignition and flammable/explosive material.
 - c. Stop the leak if it can be done safely.
 - d. Prevent entry of spill into waterways, catch basins and sewers, basements, or confined spaces.
3. **Confined Space:**
 - a. If release occurred in a confined space, measure levels of oxygen and explosive vapours and assess whether safe to enter.
 - b. If oxygen levels are less than 19.5% or greater than 23.5%, or if explosive vapours are greater than 10% LEL, do not enter until area has been ventilated.
4. **Fire:**
 - a. If released product is on fire and the fire is small and contained and it is safe to do so, extinguish with available fire extinguishers.
 - b. Otherwise, contact emergency personnel and refer to the Emergency Response Plan in Case of Fire.
5. **Spill containment and adsorption:**
 - a. Consult MSDS for appropriate control measures and PPE.
 - b. Place adsorbent booms and/or pads to control the release. If release cannot be controlled, contact local fire department or spill response team.
 - c. Place used adsorbent materials in appropriate storage containers (plastic bags/containers) for disposal.
6. **Document and investigate** the incident as outlined in this folder.

ATTACHMENT 4 – WASTE MANAGEMENT PLAN

WASTE MANAGEMENT PLAN

42099 Mackenzie Highway, Hay River, NT

Prepared for:

Mackenzie Valley Land and Water Board
7th Floor – 4922 48th Street
P.O. Box 2130, X1A 2P6
Yellowknife, NT

Prepared by:

PARSONS

Parsons Inc.
7 Terracon Place
Winnipeg, Manitoba R2J 4B3
Phone: (204) 489-2964
Fax: (204) 489-3014

Ref. No.: 10-593

June 12, 2024

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LIST OF FIGURES:

Figure 1 Waste Activity Locations

LIST OF APPENDICES:

Appendix A Approval Letter(s)

1.0 INTRODUCTION AND PROJECT DETAILS

Parsons Inc. (Parsons) has prepared this Waste Management Plan (Plan) as part of the application process in preparation of the Environmental Site Assessment (ESA) activities proposed at the Imperial Oil Fuel Distribution Terminal located at 42099 Mackenzie Highway, Hay River, Northwest Territories (the Site). The Plan has been prepared in accordance with the Mackenzie Valley Land and Water Board's [Guidelines for Developing a Waste Management Plan](#) (Guidelines).

1.1 CORPORATE CONTACT INFORMATION

JOSH MYERS

Project Manager

7 Terracon Place, Winnipeg, MB, R2J 4B3

josh.myers@parsons.com

Direct: +1 204.201.1110 / Mobile: +1 204.330.0076

[Parsons](#) / [LinkedIn](#) / [Twitter](#) / [Facebook](#) / [Instagram](#)



1.2 EFFECTIVE DATE OF WASTE MANAGEMENT PLAN

The Plan is effective as of March 15, 2024.

1.3 REVISIONS

This Plan is a living document that will be reviewed annually, at a minimum, and prior to the start of any site activities, with additional reviews as warranted. Updates will be made to reflect changes in waste management plans and practices, and new personnel and associated contact information. Table 1 presents a summary of the versions of this Plan and any revisions made; it is updated each time a revision is made to the Plan. This ensures stakeholders have the most current copy of the Plan.

Table 1: Version and Revision History

Revision #	Date	Sections/Pages revised	Summary of Changes/Comments
Rev.0	03/15/2024	All	First submission to the Board

1.4 RECIPIENTS

Table 2: Recipients of the most recent version of this Plan

Name	Position
Andrea Cleland	Regulatory Specialist, MVLWB
Josh Myers	Parsons, Project Manager

1.5 COPIES OF CURRENT VERSION OF THE PLAN

Copies of the most current version of the Plan are available on-site at all times in the Parsons Job Binder.

Additional copies of the Plan can be obtained by contacting Josh Myers, Parsons Project Manager at josh.myers@parsons.com 204-201-1110.

1.6 ENVIRONMENTAL POLICY

At Parsons, corporate social responsibility (CSR) falls under the umbrella of sustainability. As one of our six core values, sustainability is a fundamental part of who we are reflecting long-held beliefs.



Sustainability seeks to develop and implement the methods and behaviors that balance the consumption of resources with the impact of that consumption on the environment – in an economically viable manner and one that enhances the quality of life.

At Parsons, striving for this balance has been an integral part of everything we do. To be effective, all of our efforts must integrate the three pillars, or dimensions of sustainability—environmental/energy, sociocultural and economic.

Parsons has a rich history of providing proven, sustainable solutions. By integrating environmental/energy, sociocultural and economic concepts into our operations at the Site and our interactions with our employees, customers and the communities in which we do our business, we are fulfilling our commitment to CSR and to act as responsible corporate citizen.

Parsons supervisor will review the Plan with each employee on site:

- During the employee's initial site orientation;

- When the employee's responsibilities under the Plan change; and,
- When the Plan is updated.

The Plan will remain at the site for the duration of the project.

1.7 PURPOSE AND SCOPE

The Plan has been prepared in preparation of the ESA activities proposed at the Imperial Oil Fuel Distribution Terminal located at 42099 Mackenzie Highway, Hay River, NT in accordance with the Site's General Contingency, Emergency Management and Response Plan, which applies to the Site as a whole, including all areas within the project work area. The necessary resources have been and will continue to be committed to implement the Plan as described herein.

The Plan has been prepared to address waste management as well as to present the effective actions for ensuring all on-Site workers comply with the waste management practices presented herein.

1.8 SITE DESCRIPTION

The Site is located at 42099 Mackenzie Highway, Hay River, Northwest Territories. Legal land description of the Site is Lots 4, 5 and part of Lot 6, Block G, Plan 39.

The Site is currently operating as an Imperial Oil Fuel Distribution Terminal. The Site occupies an area of approximately 1.6 ha.

1.9 PROJECT DESCRIPTION

The following activities will be conducted at the Site:

- Groundwater monitoring and sampling;
- Subsurface disturbance (daylighting and drilling), soil sampling;
- Equipment monitoring and maintenance; and,
- Management of waste

1.10 WASTE ACTIVITY LOCATIONS

Waste activity locations are described below and in Figure 1:

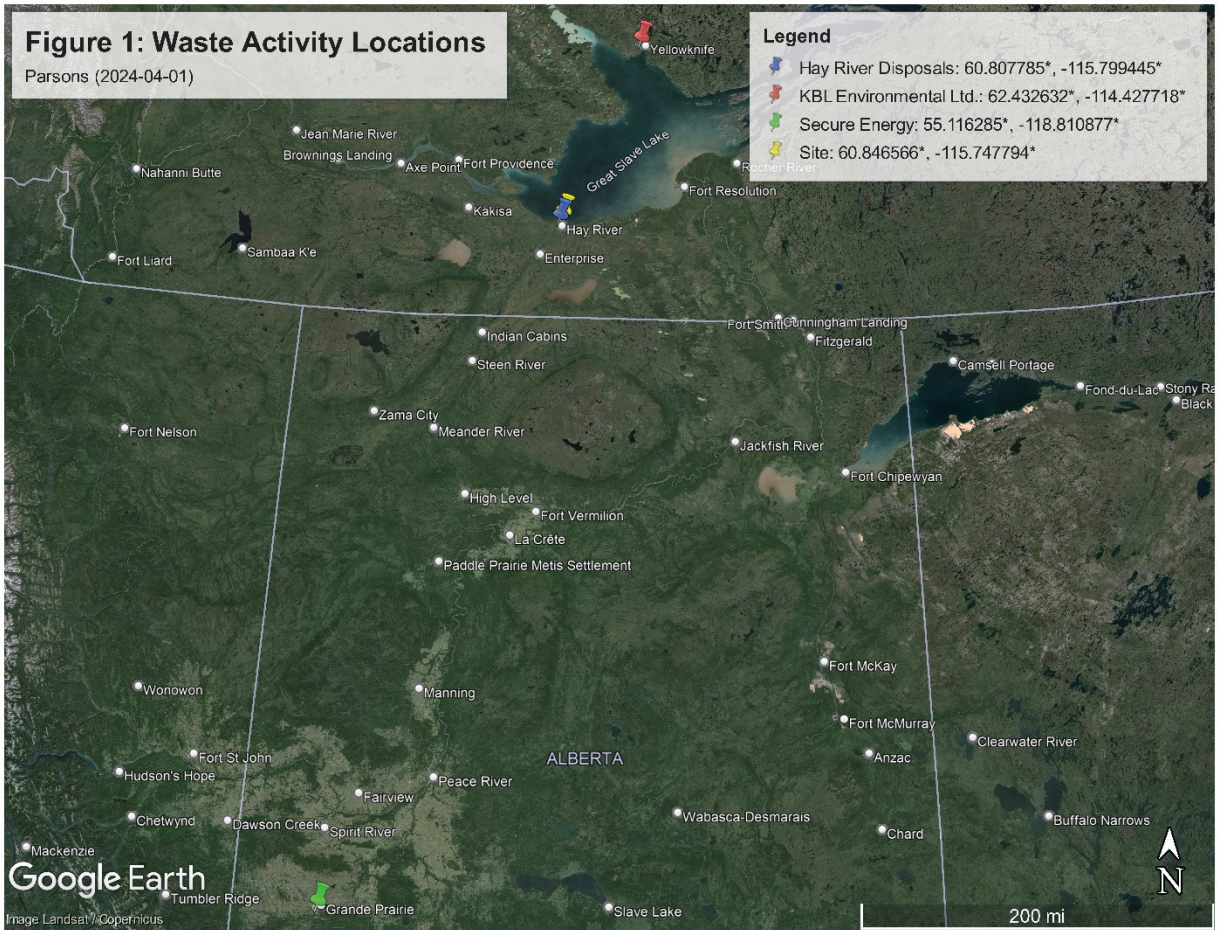
- Waste generating activities will occur at the Site located at 42099 Mackenzie Highway, Hay River, NT.
- Soil and purge water waste will be disposed of at KBL Environmental located at 17 Cameron Rd, Yellowknife, NT.
- Hydrovac slurry waste will be disposed of at Secure Energy located in Rainbow Lake, AB.
- Domestic waste will be disposed of at the Hay River Landfill located at 37 Studney Drive, Hay River, NT.

Figure 1: Waste Activity Locations

Parsons (2024-04-01)

Legend

- Hay River Disposals: 60.807785°, -115.799445°
- KBL Environmental Ltd.: 62.432632°, -114.427718°
- Secure Energy: 55.116285°, -118.810877°
- Site: 60.846566°, -115.747794°



2.0 IDENTIFICATION OF WASTE TYPES

2.1 WASTE PRODUCTION

The waste generated on site will consist of soil and hydrovac slurry produced from the drilling activities, water produced from well development activities, and domestic wastes and plastics produced during on-Site activities.

Waste Type	Characteristics	Source	Volume Estimate	Environmental Effects
Soil Cuttings (potentially hazardous)	Silts and sands (Potentially petroleum hydrocarbon contaminated)	Borehole drilling	5 to 6 soil bags (9.0 to 10.8 cubic meters)	Potential for leachate to contaminate soils and groundwater
Hydrovac Slurry (potentially hazardous)	Mixture of water and soil (Potentially petroleum hydrocarbon contaminated)	Borehole daylighting	12-15 metric tons	Potential for leachate to contaminate soils and groundwater
Purge water (potentially hazardous)	Water purged from well development (Potentially petroleum hydrocarbon contaminated)	Well development	300 L	Potential for leachate to contaminate soils and groundwater
Household Waste (non-hazardous)	Various papers, plastics and food associated wastes	Plastic sampling equipment and food waste	One 55-gallon bag per day (~19 bags)	Potential methane release and leachate

3.0 MANAGEMENT OF WASTE TYPES

3.1 WASTE MANAGEMENT

The waste generated on-Site will be contained and stored on-Site and transported from Site to the designated waste facility following the close of Site activities. The locations of waste

management facilities to be utilized for this project are presented on the attached Waste Management Location map.

3.1.2 SOIL WASTE

The soil waste generated on-Site will be transferred by drillers or field technicians to 1.8 m³ soil bags for containment and storage. Upon completion of the drilling activities the soil bags will be removed from the Site by KBL Environmental, under contract to Parsons, and transported to the KBL Environmental Yellowknife waste facility for disposal. A Letter of Approval from KBL has been included in Appendix A.

3.1.3 HYDROVAC SLURRY WASTE

The hydrovac slurry waste generated on-Site will be stored within the hydrovac truck and transported by Badger Inc., under contract to Parsons, to the Secure Energy hazardous waste disposal facility located in Rainbow Lake, Alberta. A letter of Approval from Secure Energy has been included in Appendix A.

3.1.2 PURGE WATER WASTE

The purge water waste generated on-Site will be transferred by field technicians to 5-gallon pails with lids for containment and storage. Upon completion of the well development activities, the pails will be removed from the Site by KBL Environmental, under contract to Parsons, and transported to the KBL Environmental Yellowknife waste facility for disposal. A Letter of Approval from KBL has been included in Appendix A.

3.1.4 DOMESTIC WASTE

Domestic waste generated on Site may include plastic from environmental sampling equipment (LDPE bailers, bailer twine, plastic bags, plastic filters, nitrile gloves, used sharpie markers, packing tape, bubble wrap, plastic bags from store bought ice, food associated waste (organic leftovers, fast food containers, saran wrap, plastic bags, plastic cutlery, paper or aluminum beverage containers, paper bags, serviettes)). This waste will be collected and stored in garbage bags which will be transported to Hay River Disposal (waste disposal company) by Parsons personnel at the conclusion of on-Site activities. A Letter of Approval from the Manager of the Hay River Landfill has been included in Appendix A.

3.1.4 INFRASTRUCTURE REQUIRED FOR WASTE MANAGEMENT

Infrastructure required on Site for waste management is limited to soil bags, plastic pails with lids, garbage receptacles, and the temporary use of a hydrovac truck for containment of slurry waste.

Appendix A

Approval Letter(s)

Myers, Josh [NN-CA]

From: Phil Vokey <publicworks@hayriver.com>
Sent: Tuesday, April 2, 2024 4:40 PM
To: Myers, Josh [NN-CA]
Subject: [EXTERNAL] RE: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

Thank you,

It's a \$30 min charge up to 100kg and an additional \$10 per kg over the 100kg min.

Kind regards,

Phil Vokey

**Operations Supervisor
Infrastructure & Public Works**
Town of Hay River
100 – 62 Woodland Dr.
Hay River, N.T. X0E 1G1
Ph: (867) 874-6522
Cell: (867) 875-7137
publicworks@hayriver.com
www.hayriver.com [hayriver.com]



From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 2, 2024 2:21 PM
To: Phil Vokey <publicworks@hayriver.com>
Subject: RE: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

[External Email] This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

We will be working at the Hay River Imperial Oil Terminal.

From: Phil Vokey <publicworks@hayriver.com>
Sent: Tuesday, April 2, 2024 3:19 PM
To: Myers, Josh [NN-CA] <Josh.Myers@parsons.com>
Subject: [EXTERNAL] RE: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

Thank you,

Which community are you working in?

Kind regards,

Phil Vokey

**Operations Supervisor
Infrastructure & Public Works**

Town of Hay River
100 – 62 Woodland Dr.
Hay River, N.T. X0E 1G1
Ph: (867) 874-6522
Cell: (867) 875-7137
publicworks@hayriver.com
www.hayriver.com [hayriver.com]



From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 2, 2024 2:14 PM
To: Phil Vokey <publicworks@hayriver.com>
Subject: RE: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

[External Email] This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Phil,

The material is not due to fire abatement. We are generating the material from a subsurface drilling program in which we are collecting soil and groundwater samples.

Thanks,

Josh Myers, P.Geo.
7 Terracon Place, Winnipeg, MB, R2J 4B3
Josh.Myers@Parsons.com
P: +1 (204) 201-1110 M: +1 (204) 330-0076



From: Phil Vokey <publicworks@hayriver.com>
Sent: Tuesday, April 2, 2024 3:12 PM
To: Myers, Josh [NN-CA] <Josh.Myers@parsons.com>
Subject: [EXTERNAL] RE: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

Hi Josh,

Thank you for your inquiry, just a couple of questions.

1. Is the material due to fire abatement?
2. Where has the material generated from?

Kind regards,

Phil Vokey

**Operations Supervisor
Infrastructure & Public Works**

Town of Hay River
100 – 62 Woodland Dr.
Hay River, N.T. X0E 1G1
Ph: (867) 874-6522
Cell: (867) 875-7137
publicworks@hayriver.com
www.hayriver.com [hayriver.com]



From: Town Hall <townhall@hayriver.com>
Sent: Tuesday, April 2, 2024 11:58 AM
To: Phil Vokey <publicworks@hayriver.com>
Subject: FW: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

Hi Phil,

Please reply to message below.

Thank you,

Alysson Rae Capulso

Customer Service Clerk
Town of Hay River
100-62 Woodland Drive
Hay River, NT, X0E 1G1
Em: reception@hayriver.com
Ph: (867)874-6522 ext 5



From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 2, 2024 9:41 AM

To: Town Hall <townhall@hayriver.com>

Subject: 10-593 - Household Waste Acceptance Inquiry - April 2nd, 2024

You don't often get email from josh.myers@parsons.com. [Learn why this is important \[aka.ms\]](#)

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Good Morning,

I would like to inquire about waste acceptance at the Hay River landfill facility for the following:

- Household non-hazardous waste (plastics, rubber gloves, etc.) – Approximately nineteen to twenty 55-gallon garbage bags over about 19 days (approximately one bag per day).

If you can confirm this material will be accepted at your facility that would be great. Also, could you please provide a quote for this work if you are able to accept it and there is a cost associated with accepting the waste?

Thanks,

Josh Myers, P.Geo.

7 Terracon Place, Winnipeg, MB, R2J 4B3

Josh.Myers@Parsons.com

P: +1 (204) 201-1110 M: +1 (204) 330-0076



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Myers, Josh [NN-CA]

From: Keith Baron <kbaron@secure-energy.com>
Sent: Friday, April 12, 2024 3:50 PM
To: Myers, Josh [NN-CA]
Cc: Bradley Lazoruk
Subject: [EXTERNAL] Re: 10-593 Hay River - Waste Acceptance Inquiry

Good afternoon Josh.

After looking through the email chain and also being able to accept this Hydro Vac Slurry for proper disposal at our Rainbow Lake FST. Cost is \$435.00 m3

Thank you

Keith Baron | Field Sales Representative – Landfill Solutions West Region

SECURE ENERGY

Mobile: 780-814-4910

We want your feedback - please take a moment to fill out our [Customer Engagement Survey \[surveymonkey.com\]](https://surveymonkey.com)

On Apr 12, 2024, at 2:30 PM, Bradley Lazoruk <blazoruk@secure-energy.com> wrote:

Good Afternoon Josh,

After speaking with our regulatory team, it looks like we will be able to accept this at our Rainbow Lake facility. I have added in Keith our Sales Rep. for that facility and he will send over some pricing to you.

Regards,

Brad Lazoruk | Field Sales Representative – Waste Management

SECURE ENERGY

Office: (780) 830-3329 Mobile: (780) 830-8460

Grande Prairie, AB

From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>

Sent: Friday, April 12, 2024 10:16 AM

To: Bradley Lazoruk <blazoruk@secure-energy.com>

Cc: Peter Nelson <pnelson@secure-energy.com>

Subject: RE: 10-593 Hay River - Waste Acceptance Inquiry

Good Morning Brad,

With regards to the volume, we are thinking somewhere between 8 to 12 tonnes (one hydrovac truck per day essentially). The subsurface drilling program is at the Imperial Oil Terminal in Hay River, NT. We will be drilling mainly along the dock area on the south side of the property outside of the tank berms. The original monitoring wells on Site were destroyed when the dock was repaired, so this will be about replacing them and installing a few new MWs as well.

Thanks,

Josh Myers, P.Geo.

7 Terracon Place, Winnipeg, MB, R2J 4B3

Josh.Myers@Parsons.com

P: +1 (204) 201-1110 M: +1 (204) 330-0076

<image001.png>

From: Bradley Lazoruk <blazoruk@secure-energy.com>

Sent: Friday, April 12, 2024 10:38 AM

To: Myers, Josh [NN-CA] <Josh.Myers@parsons.com>

Cc: Peter Nelson <pnelson@secure-energy.com>

Subject: [EXTERNAL] RE: 10-593 Hay River - Waste Acceptance Inquiry

Good Morning Josh,

Can you please expand a bit on the detail of your project with regards to volumes and more details on what the subsurface drilling program is (gas station remediation, etc.)?

Regards,

Brad Lazoruk | Field Sales Representative – Waste Management

SECURE ENERGY

Office: (780) 830-3329 Mobile: (780) 830-8460

Grande Prairie, AB

From: Bradley Lazoruk

Sent: Thursday, April 11, 2024 12:22 PM

To: Josh.Myers@parsons.com

Subject: RE: 10-593 Hay River - Waste Acceptance Inquiry

Hello Josh,

I am working with our regulatory team to see what option we have.

Regards,

Brad Lazoruk | Field Sales Representative – Waste Management

SECURE ENERGY

Office: (780) 830-3329 Mobile: (780) 830-8460

Grande Prairie, AB

From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 9, 2024 2:53 PM
To: Bradley Lazoruk <blazoruk@secure-energy.com>
Subject: RE: 10-593 Hay River - Waste Acceptance Inquiry

Hello Brad,

What other options do we have? As of now that is our most recent soil data sampled from the Site. We have groundwater data taken from 2022 and groundwater data from this year as well.

Thanks,

Josh Myers, P.Geo.
7 Terracon Place, Winnipeg, MB, R2J 4B3
Josh.Myers@Parsons.com
P: +1 (204) 201-1110 M: +1 (204) 330-0076
<image001.png>

From: Bradley Lazoruk <blazoruk@secure-energy.com>
Sent: Tuesday, April 2, 2024 3:38 PM
To: Myers, Josh [NN-CA] <Josh.Myers@parsons.com>
Subject: [EXTERNAL] RE: 10-593 Hay River - Waste Acceptance Inquiry

Hello Josh,

I took a quick look and as things currently stand, I don't think we can accept for the following reasons:

1. Analytical needs to be within a 12-month timeline and the snapshot provided is from 2021. We also need the complete results, signed in PDF.
2. Analytical would need to have the AB or BC Class II package ran in order to be acceptable.
3. Overall, the BTEX numbers aren't terrible (one fails for Total Xylene) but the main concern is that each sampled failed for Lead (has be < 5mg/kg) to be class II. It would make the material Haz and it being out of province none of our Class I LF's will take it.

If you can provide up to date analytical with the proper packages we can determine if any of the landfills here will take it. If the concentrations don't come down, then we would have to look at other options.

Regards,

Brad Lazoruk | Field Sales Representative – Waste Management

SECURE ENERGY

Office: (780) 830-3329 Mobile: (780) 830-8460
Grande Prairie, AB

From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 2, 2024 7:57 AM
To: Bradley Lazoruk <blazoruk@secure-energy.com>
Subject: 10-593 Hay River - Waste Acceptance Inquiry

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Hello Brad,

I would like to inquire about acceptance of hydrovac slurry from a subsurface drilling program in Hay River, NT expected to occur in August 2024.

Soil analytical results for the Site are attached with highest concentrations to date. I cannot find a blank waste profile form to fill out for the Site, if you could send me one I can fill it out and send it to you today as well. Hydrovac slurry will be delivered in bulk via Badger.

Could you please provide a quote for this work if you are able to accept it?

Thanks,

Josh Myers, P.Geo.

7 Terracon Place, Winnipeg, MB, R2J 4B3

Josh.Myers@Parsons.com

P: +1 (204) 201-1110 M: +1 (204) 330-0076

<image001.png>

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Myers, Josh [NN-CA]

From: Caitlyn Thompson <cthompson@kbl.ca>
Sent: Tuesday, April 2, 2024 9:45 AM
To: Myers, Josh [NN-CA]
Subject: [EXTERNAL] RE: 10-593 Hay River - Waste Acceptance Inquiry

Josh,

No issues with the acceptance. Because this is coming through the transfer facility we don't require a waste profile form as you have provided the analytical.

Cheers,



Caitlyn Thompson

Operations Manager

p: 867.873.5263
c: 867.688.1606
f: 867.669.5555

Box 1895, 17 Cameron Road,
Yellowknife, NT X1A 2P4

kblenv.com [kblenv.com]

From: Josh.Myers@parsons.com <Josh.Myers@parsons.com>
Sent: Tuesday, April 2, 2024 8:27 AM
To: Caitlyn Thompson <cthompson@kbl.ca>
Subject: 10-593 Hay River - Waste Acceptance Inquiry

Good Morning Caitlyn,

I would like to inquire about acceptance of drill cuttings and monitoring well purge water for a proposed subsurface drilling program in Hay River, NT expected to occur in August 2024.

The most recent soil analytical results for the Site are attached. I cannot find a blank waste profile form to fill out for the Site, if you could send me one I can fill it out and send it to you today as well. Drill cuttings will be delivered in soil bags, purge water will be delivered via jerry cans.

Please let me know if you have any questions.

ATTACHMENT 5 – LAND USE PERMIT SECURITY ESTIMATE

Land Use Permit Security Worksheet

Application Number:	Input Amount	Multiplier	
Camp (C1)			
Temporary Structures			
Input number of tent frames or weatherhaven (3.5m x 4.2m)	0	\$200.00	\$0.00
Input number of trailers (3.5m x 15.2m)	0	\$300.00	\$0.00
Input total square metres of other temporary structures (i.e. core shacks)	0	\$2.50	\$0.00
Fixed Structures			
Input total square metres of fixed structures	0	\$25.00	\$0.00
Solid Waste			
For non-burnable material, input # of person days per season	19	\$1.00	\$19.00
For burnable material, input # of person days per season	0	\$0.50	\$0.00
Total C1			\$19.00
Regulated / Hazardous Materials (R1)			
Based upon on site volume			
Explosives; up to 500 kg (~pallet) dry explosives input 1, if none, input 0	0	\$500.00	\$0.00
Additional Explosives; input total kg >500	0	\$0.50	\$0.00
Drilling Muds (oil based); enter number of 63 m ³ (or equivalent) containers	0	\$1,000.00	\$0.00
Used Oil, Lubes and Antifreeze: enter number of pieces of heavy equipment	2	\$500.00	\$1,000.00
Other;			
Total R1			\$1,000.00
Hydrocarbon Storage and Transfer (H1)			
Based upon on site volume			
Gasoline and Diesel			
Enter total volume of gasoline&diesel <25,000 L	0	\$0.50	\$0.00
Enter total volume of gasoline&fuel > 25,000 L	0	\$0.25	\$0.00
Total Gasoline and Diesel			\$0.00
When fuel is within bermed site or has other safety feature, enter 1, otherwise enter 0	0	25%	\$0.00
Aviation Fuel			
Enter total volume of aviation fuel < 25,000 L	0	\$0.50	\$0.00
Enter total volume of aviation fuel > 25,000 L	0	\$0.25	\$0.00
Total Aviation Fuel			\$0.00
When fuel is within bermed site or has other safety feature, enter 1, otherwise enter 0	0	25%	\$0.00
Total H1			\$0.00
Land Disturbance (L1)			
Disturbed Surface Area			
<i>(Developed surface area that may require restoration through the use of scarification, reseeding, fertilizing or other similar techniques)</i>			
Enter number of hectares disturbed	0	\$1,000.00	\$0.00
Other Land Disturbances			
Creek Crossings; enter number of creek crossings	0	\$500.00	\$0.00
Off-Road Activities; if any activities are likely, enter 1	0	\$500.00	\$0.00
Sump Factor; enter total area occupied by sumps in m ²	0	\$10.00	\$0.00
Well Factor; enter number of wells.	0	\$25,000.00	\$0.00
Total L1			\$0.00

Land Use Permit Security Worksheet (continued)

	Input Amount	Multiplier	
Application Number:			
Equipment (E1)			
Based upon type of equipment			
Enter number of pieces of heavy equipment (i.e. dozer, forklift, large gensets)	1	\$1,000.00	\$1,000.00
Enter number of drills	1	\$1,000.00	\$1,000.00
Enter number of light vehicles (trucks, atvs, snowmobiles, boats)	2	\$250.00	\$500.00
Enter number of small generators or pumps	1	\$100.00	\$100.00
Enter number of empty fuel storage tanks	0	\$500.00	\$0.00
Total E1			\$2,600.00

Security Calculation			
Preliminary Calculation			
Enter amount from C1			\$19.00
Enter amount from R1			\$1,000.00
Enter amount from H1			\$0.00
Enter amount from L1			\$0.00
Enter amount from E1			\$2,600.00
Preliminary Calculation, total of above	A		\$3,619.00
Multipliers			
Site Access Multiplier. If the project has all weather road access enter 1, if ice road access enter 1.5, if air access enter 2	B	1	
Performance Multiplier. If applicant has successfully completed the terms of a LUP enter 0.85, otherwise enter 1	C	0.85	
Environmental Risk Factor. If location has high environmental value or unusual environmental risk enter 2. If location is previously disturbed enter 0.75. Otherwise enter 1.	D	0.75	
Calculated Security			
Multiply preliminary calculation (A) by performance multipliers (B, C and D)	E		\$2,307.11
Existing Securities			
List existing associated permits and amount of overlapping security			
Permit: _____			
Permit: _____			
Permit: _____			
Permit: _____			
Overlapping Securities, total of above	F		\$0.00
Final Security Determination			
Subtract overlapping securities (F) from calculated security (E)			\$2,307.11

Comments	

ATTACHMENT 6 – ENGAGEMENT PLAN

ENGAGEMENT PLAN

42099 Mackenzie Highway, Hay River, NT

Prepared for:

Mackenzie Valley Land and Water Board
7th Floor – 4922 48th Street
P.O. Box 2130, X1A 2P6
Yellowknife, NT

Prepared by:

PARSONS

Parsons Inc.
7 Terracon Place
Winnipeg, Manitoba R2J 4B3
Phone: (204) 489-2964
Fax: (204) 489-3014

Ref. No.: 10-593

June 12, 2024

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LIST OF FIGURES:

Figure 1	Site Location Overview
Figure 2	Site Location Map
Figure 3	Site Plan
Figure 4	Project Work Scope Boundary Plan

LIST OF APPENDICES:

Appendix A	Affected Parties
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1.0 INTRODUCTION AND ENGAGEMENT STRATEGY

Parsons Inc. (Parsons) has prepared this Engagement Plan (Plan) as part of the application process in preparation of the Environmental Site Assessment (ESA) activities proposed at and adjacent to the Imperial Oil Fuel Distribution Terminal located at 42099 Mackenzie Highway, Hay River, Northwest Territories (the Site). The Plan has been prepared in accordance with the Mackenzie Valley Land and Water Board's [Engagement and Consultation Policy](#) (Policy) and the [Engagement Guidelines for Applicants and Holders of Water Licenses and Land Use Permits](#) (Guidelines).

1.1 CORPORATE CONTACT INFORMATION

JOSH MYERS

Project Manager

7 Terracon Place, Winnipeg, MB, R2J 4B3

josh.myers@parsons.com

Direct: +1 204.201.1110 / Mobile: +1 204.330.0076

[Parsons](#) / [LinkedIn](#) / [Twitter](#) / [Facebook](#) / [Instagram](#)



1.2 EFFECTIVE DATE OF ENGAGEMENT PLAN

The Plan is effective as of March 15, 2024.

1.3 REVISIONS

This Plan is a living document that will be reviewed annually, at a minimum, and prior to the start of any site activities, with additional reviews as warranted. Updates will be made to reflect changes in engagement plans and practices, new personnel and associated contact information, and to regularly update the engagement log. Table 1 presents a summary of the versions of this Plan and any revisions made; it is updated each time a revision is made to the Plan. This ensures stakeholders have the most current copy of the Plan.

Table 1: Version and Revision History

Revision #	Date	Sections/Pages revised	Summary of Changes/Comments
Rev.0		All	Draft
Rev.1		All	First submission to the Board

1.4 RECIPIENTS

Table 2: Recipients of the most recent version of this Plan

Name	Position
Andrea Cleland	Regulatory Specialist, MVLWB
Josh Myers	Parsons, Project Manager

1.5 COPIES OF CURRENT VERSION OF THE PLAN

Copies of the most current version of the Plan are available on-site at all times in the Parsons Job Binder.

Additional copies of the Plan can be obtained by contacting Josh Myers, Parsons Project Manager at josh.myers@parsons.com 204-201-1110.

1.6 SITE DESCRIPTION

The Site is located at 42099 Mackenzie Highway, Hay River, Northwest Territories. Legal land description of the Site is Lots 4, 5 and part of Lot 6, Block G, Plan 39.

The Site is currently operating as an Imperial Oil Fuel Distribution Terminal. The Site occupies an area of approximately 1.6 ha.

Please see attached figures to reference Site location, Site plan, Site features, adjacent roadways and water bodies, topography, and communities.

1.7 PROJECT DESCRIPTION

The purpose of the ESA is to assess soil and groundwater conditions beneath the Site relevant to historic Site operations.

The completion of the earth work is expected to take approximately 19 days, with the groundwater work scope expected to take five days.

The footprint left behind must be acceptable to the affected party (Imperial Oil) for their future use and to ensure the safety of local wildlife and plants.

2.0 ENGAGEMENT STRATEGY

The purpose of the Plan is to provide a formal written framework on how Parsons will communicate with and reach out to potentially affected parties throughout the various phases of the development of this specific Project. Parsons recognizes the political, social, environmental, and economic landscape of the North and acknowledges that this Project is located on the traditional lands of aboriginal peoples. Parsons considers the Plan to be a living document, meaning that it will evolve and be updated as site activities progress, change, or advance towards further development. Further engagement will be conducted if Parsons needs

to apply to or request the following items from the Land and Water Board: amendments, modifications, extensions, renewals, storage authorizations, or assignments. Parsons recognizes that the benefits of engaging are long-term and are an investment in achieving our vision of being a responsible and welcome member of the communities in which we operate.

This Plan will help Parsons do a better job because it provides a means to share ideas, plans, and values while receiving input from affected parties about potential concerns and mitigations.

Once affected parties were selected as further described in Section 3 below, the following steps were taken to develop Parsons' overall engagement strategy:



3.0 AFFECTED PARTIES

For this Project, Parsons has identified several Aboriginal governments and organizations as affected parties. Additional territorial departments, agencies, associations, and other private companies and organizations have been identified which have a potential, indirect, or more general interests in the Project. These parties and organizations include:

- Canadian Northern Economic Development Agency
- Crown-Indigenous Relations and Northern Affairs Canada (Yellowknife)
- Deh Cho First Nation
- Denínu Kúé First Nation
- Environment and Climate Change Canada
- Government of Northwest Territories
- Hay River Metis Council
- Hay River Disposals Ltd.
- Imperial Oil
- Katlodeeche First Nation
- KBL Environmental
- Mackenzie Valley Land & Water Board
- Northwest Territory Metis Nation
- Secure Energy
- Town of Hay River
- Ts'ueh Nda First Nation (West Point)
- Tthebatthı Dēnésułíné (Smith's Landing First Nation)
- Yellowknife Dene First Nation

Contact information for each can be found in Appendix A (attached). This information is subject to change based on updated information that may be received from the affected party.

4.0 GOALS OF ENGAGEMENT

Table 3: Parsons Key Identified Goals

	Engagement Goals	Commitment to the Public
1.	<u>Inform</u> : by providing information to: • Notify affected parties of an issues/Project decisions. • Assist affected parties in understanding the Project and issues that may arise. • Prepare affected parties for more intensive forms of engagement should the project change or advance.	• Keep the public informed. • Proactive, timely communication. • Help affected parties understand the complexities of issues.
2.	<u>Listen</u> : to affected parties and their feedback • Understand the needs and priorities of the affected parties so that decisions can be made with these needs and priorities in mind. • Build cooperative and inclusive relationships.	• Acknowledge when and how public input influenced decisions. • Understand views, concerns, interests and expectations.
3.	<u>Involve</u> : • Work directly with affected parties to ensure that aspirations are consistently understood and considered.	• Acknowledge when and how concerns and aspirations are reflected in the design of the Project.

5.0 ENGAGEMENT TRIGGERS AND METHODS

Parsons has defined engagement triggers at key milestones in for this Project, as they relate to project activities authorized under a land use permit and/or water license. Engagement may be conducted as written notification, a face to face meeting, virtual video meeting, or a community public meeting, once consideration is given to the following guiding principles, as recommended by Mackenzie Valley Land and Water Board:

1. The nature and scope of engagement efforts should reflect the magnitude and complexity of the Project.
2. Both the affected parties and/or Proponent can run the risk of “consultation fatigue” from too many or inappropriate engagements. Engagement methods and schedules

must, by mutual agreement, be reasonable and sustainable for both Proponents and affected parties.

3. The nature of the Engagement methods and frequency of engagement will change through time as affected parties and Proponents gain trust and the Project develops. The Engagement Plan should be reviewed as the relationship of the affected parties and Proponent and/or Project reaches mutually determined milestones.

In a proactive effort to establish an open line of communication, affected parties identified in the first stage of engagement have been provided with an overview of the project work scope and the proponent's contact information. These key affected parties have been encouraged to reach out with questions, comments, and recommendations on the proposed work scope. All affected parties will be able to access this Plan on the Mackenzie Valley Land and Water Board's Online Review System once submitted to the Board.

In relation to the above encouraged engagement and collaboration, and, the below defined engagement triggers, when appropriate, Parsons will allow opportunities for community meetings to take place to be inclusive of perspectives from all sectors of the community, including women, youth, and Elders.

An Engagement Summary, Record, and Log (Engagement Log) was created based on the Board's Pre-Submission Engagement Record (Summary and Log) Template. The following table outlines Parsons' triggers, methods, and outcomes of engagement for this project. At each stage of engagement, the Engagement Log will be completed and will be submitted to the Mackenzie Valley Land and Water Board with the permit application from Parsons. The Engagement Log is submitted as a separate document from the Plan however, both documents work together. For each trigger below, the Engagement Log will be updated.

Table 4: Triggers for Engagement

Engagement Trigger	Purpose for Engagement	Organization to be Engaged	Format of Engagement	Information to be recorded
Submission of land use permit applications	Application to MVLWB	MVLWB; See Appendix A	Link to application document locations	Email Application will become a matter of public knowledge. Engagement Log
Annual work plan summarizing the upcoming years planned activities	Inform organizations	See Appendix A	Letter	Email Engagement Log

Pre-submission of requested changes to management plans: • Spill Contingency Plan • Waste Management Plan • Engagement Plan	To inform parties of requested changes to allow for concerns to be met	See Appendix A	Letter	Email Engagement Log
Submission of updated and revised management plans: • Spill Contingency Plan • Waste Management Plan • Engagement Plan	Dissemination of the updated Plan	MVLWB; See Appendix A	Letter with accompanying plan/link to plan location in electronic format	Email Engagement Log
Prior to commencement of seasonal activities	Inform organizations	See Appendix A	Letter	Email Engagement Log
A minimum of once during each active field program	Inform organizations	See Appendix A	Letter	Email Engagement Log
Notification of any spills or unauthorized discharges as outlined in the Spill Contingency Plan	Dissemination of information to affected parties	See Appendix A	Notification will be sent out via email or possible phone conversation	Email and engagement records. Engagement Log

Changes to initial operation plans	Notification of proposed changes to allow for concerns to be met	MVLWB; See Appendix A	Email	Email Engagement Log
New activities that were not included in the Land Use Permit	Notification of proposed changes to plans that have not previously been discussed	MVLWB; See Appendix A	Email	Email Engagement Log
At completion of seasonal activities	Inform organizations	See Appendix A	Letter	Email Engagement Log
Pre-submission of land use permit applications: • Amendments • Modifications • Extensions; • Renewals • Storage authorizations • Assignments	To inform parties of renewal applications to allow for community concerns to be met	MVLWB; See Appendix A	Letter	Email Engagement Log s

6.0 FOLLOW UP REPORTING

During engagement activities, Parsons will track comments, concerns or inputs, received relating to a permitted or licensed activity and will provide a summary as detailed in Section 5 above. In order to process comments, concerns and input throughout the engagement process, Parsons will endeavor to respond in a timely manner, respecting the nature of the input.

Reporting on an engagement after it has been completed is an important step in the engagement process as it ensures that those involved see their input was received, understood, and valued. All Engagement Logs will acknowledge those that participated and will provide an accurate record of the engagement process, and how final decisions were reached.

7.0 COMMUNICATING THE PLAN

Communicating the Engagement Plan is an important element to the success of the engagement process. Affected parties need to be aware who they can contact in the event they are seeking information or clarification on a project related matter. While Parsons intends to use engagement methods already familiar to them, they do recognize that not all potentially affected parties are the same and that what might work for one particular group or individual may not be the best method of engagement for another. Parsons is open to applying methods that work best for a particular situation and affected party. Keeping that line of communication open will build a rapport and establish a trust.

8.0 IMPLEMENTING THE PLAN

This reduces the uncertainty in approaches, application of methods, and expectations for both affected parties and the Proponent. This version of the Plan incorporates the thinking and guidelines of the Mackenzie Valley Land and Water Board, best practices, hence, represents “the forward-looking document” that will be implemented according to the recommend workplan and schedule.

9.0 PLAN REVIEW

It is important that engagement efforts be monitored and where a method does not appear to be effective or when the scope of importance of an issue change, it will be necessary to modify the Plan. Evaluating the effectiveness of the engagement process is a fundamental part of the Plan as it is important to understand what was done well and what could be improved upon moving forward. Parsons and the affected parties will assess the effectiveness of its engagement efforts over the course of time and will make necessary changes on a case-by-case basis. Any revisions to the Plan will be forwarded to the Mackenzie Valley Land and Water Board.

Appendix A

Affected Parties

Organization	User	Email
Dehcho First Nation	Receptionist	receptionist@dehcho.org
Hay River Métis Government Council - Lands Manager	Trevor Beck	hrmcpresident@northwestel.net
Hay River Disposals (1985) Ltd	Office	admin@hayriverdisposals.ca
Town of Hay River	General Inquiries	townhall@hayriver.com
Town of Hay River - Civil Infrastructure Manager	Ryan MacNeil	civil@hayriver.com
Town of Hay River - Public Works Garage	Public Works	pwsdirector@hayriver.com
Canadian Northern Economic Development Agency (CanNor)	Adrian Paradis	adrian.paradis@canada.ca
CIRNAC (Yellowknife)	Megan Larose	megan.larose@rcaanc-cirnac.gc.ca
CIRNAC (Yellowknife) CIRNAC-Inspectors	Michael Roesch	michael.roesch@canada.ca
CIRNAC-CARD (Yellowknife)	Intergovernmental INAC	aadnc.ntcard.aandc@canada.ca
CIRNAC-CARD (Yellowknife)	Kate Hillman-Barnes	kate.hillman-barnes@canada.ca
CIRNAC-CARD (Yellowknife)	Murray Somers	murray.somers@canada.ca
CIRNAC-CARD (Yellowknife)	Sam Kennedy	Sam.Kennedy@canada.ca
CIRNAC-Inspectors	Tim Morton	tim.morton@canada.ca
Dene Nation	Trevor Teed	lands@denenation.com
Denínu KúęFirst Nation (DKFN)	Carol Ann Chaplin	sao@dkfn.ca
Denínu KúęFirst Nation (DKFN)	DKFN DKFN	ima@dkfn.ca
Denínu KúęFirst Nation (DKFN)	Louis Balsillie	admin@dkfn.ca
Denínu KúęFirst Nation (DKFN)	Minnie Whimp	lands@dkfn.ca
Environment and Climate Change Canada (ECCC)	ECCC-EA ECCC-EA	EANorthNWT@ec.gc.ca
GNWT-ENR - EAM (EnvironmentalAssessment and Monitoring) GNWT-ENR (Environment and Natural Resources)	Erin Goose	gnwt_ea@gov.nt.ca
GNWT-ENR - Wildlife	Heather Beck	Heather_Beck@gov.nt.ca
GNWT-ENR (Environment and Natural Resources)	Bill Pain	bill_pain@gov.nt.ca
GNWT-ENR (Environment and Natural Resources)	Laurie McGregor	laurie_mcgregor@gov.nt.ca
GNWT-ENR (Environment and Natural Resources)	Nathen Richea	Nathen_Richea@gov.nt.ca
GNWT-ENR (Environment and Natural Resources)	Rick Walbourne	Rick_Walbourne@gov.nt.ca
GNWT-Executive and Indigenous Affairs	Peter Fast	Peter_Fast@gov.nt.ca
GNWT-HSS (Health and Social Services)	GNWT-Department of Health (HSS) GNWT-Department of Health (HSS)	Environmental_health@gov.nt.ca
GNWT-Lands	Derise Rehm	Derise_Rehm@gov.nt.ca
GNWT-Lands	Jaida Ohokannoak	Jaida_Ohokannoak@gov.nt.ca
GNWT-Lands	Jennifer Teed	jennifer_teed@gov.nt.ca
GNWT-Lands	Katie Rozestraten	katie_rozestraten@gov.nt.ca
GNWT-Lands	Marie-Christine Belair	Marie-Christine_Belair@gov.nt.ca
GNWT-Lands	Melissa Pink	melissa_pink@gov.nt.ca
GNWT-Lands - Hay River Region	Jayda Robillard	Jayda_Robillard@gov.nt.ca
GNWT-Lands - Hay River Region	Norman McCowan	Norman_McCowan@gov.nt.ca
GNWT-MACA (Municipal and Community Affairs)	Iqbal Arshad	Iqbal_Arshad@gov.nt.ca

GNWT-MACA (Municipal and Community Affairs)	Olivia Lee	Olivia_Lee@gov.nt.ca
Imperial Oil	Keeliana Hopkins	keeliana.hopkins@esso.ca
Katlodeeche First Nation (KFN)	Chief April Martel	kfnchief@katlodeeche.com
Katlodeeche First Nation (KFN)	Joseph Gormaly	kfnenvironmental@katlodeeche.com
Katlodeeche First Nation (KFN)	Peter Redvers	kfnnegotiations@katlodeeche.com
KBL Environmental	Jeff Bembridge	jbembridge@kblenv.com
MVLWB	Andrea Cleland	acleland@mvlwb.com
MVLWB	Andy Wheeler	awheeler@mvlwb.com
MVLWB	Angela Love	angela.love@mvlwb.com
MVLWB	Emma Junker	ejunker@mvlwb.com
MVLWB	Erica Janes	ejanes@mvlwb.com
MVLWB	Heather Scott	heather.scott@mvlwb.com
MVLWB	Jacqueline Ho	jho@mvlwb.com
MVLWB	Jen Potten	jpotten@mvlwb.com
MVLWB	Katherine Harris	kharris@mvlwb.com
MVLWB	Sean Joseph	sjooseph@mvlwb.com
MVLWB	Shannon Allerston	sallerston@mvlwb.com
MVLWB	Tyree Mullaney	tyree@mvlwb.com
Northwest Territory Metis Nation (NWTMN)	Ria Coleman	lands.clerk@nwtmetis.ca
Northwest Territory Metis Nation (NWTMN)	Tim Heron	tim.heron@nwtmetis.ca
Secure Energy	Brad Lazoruk	blazoruk@secure-energy.com
Ts'ueh Nda First Nation (West Point)	Misty Ireland	land@wpfn.ca
Tthebatthi Dënésulné(Smith's Landing First Nation - SLFN)	Becky Kostka	lands@slfn196.com
Tthebatthi Dënésulné(Smith's Landing First Nation - SLFN)	Alan Steel	ceo@slfn196.com
Tthebatthi Dënésulné(Smith's Landing First Nation - SLFN)	Cochise Paulette	lands_assistant@slfn196.com

ATTACHMENT 7 – ENGAGEMENT LETTER TEMPLATE

Good day,

As part of the Mackenzie Valley Land and Water Board's Land Use Permit application process, I would like to inform you of a proposed subsurface drilling program at the Hay River Terminal (42099 Mackenzie Highway, Hay River, NT) (Lots 4, 5 and part of Lot 6, Block G, Plan 39), expected to occur in September 2024.

The purpose of the drilling program is to assess soil and groundwater conditions beneath the Site to determine if there are any impacts associated with historical Site activities.

The scope of work for this Site consists of drilling up to 21 boreholes and soil sampling at various depths to assess characteristics of the soil. Groundwater monitoring wells will be installed in each of the borehole locations and water samples will be collected to assess groundwater conditions. The completion of the earth work is expected to take approximately 19 days, with the groundwater work scope expected to take five days.

I have attached a map with the location of the work outlined as well as a copy of this project's Engagement Plan.

You have been identified as a contact for a potentially affected party and therefore have received the above information. Please contact me with questions, concerns, or recommendations about the proposed work or engagement plan at any time. I look forward to collaboration with any potential input I receive.

Kind regards,

Josh Myers

ATTACHMENT 8 – ENGAGEMENT LOG

ENGAGEMENT RECORD							
Summary: The proponent will engage with representatives of the below noted potentially affected parties (PAP) between June 14, 2024 and August 31, 2024 . Notable issues/recommendations include...							

ENGAGEMENT LOG								
Who		When	How	Reason	Issues Raised/Recommendations Made by Affected Party	Response by Proponent	Comment	Resolved?
Party	Name of Representative(s)	yyyy-mm-dd	Ex) written notification, phone calls/Emails, face-to-face meetings, etc.					Y/N
Dehcho First Nation	Receptionist	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Hay River Métis Government Council - Lands Manager	Trevor Beck	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Hay River Disposals (1985) Ltd	Office	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Town of Hay River	General Inquiries	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Town of Hay River - Civil Infrastructure Manager	Ryan MacNeil	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Town of Hay River - Public Works Garage	Public Works	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Canadian Northern Economic Development Agency (CanNor)	Adrian Paradis	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
CIRNAC (Yellowknife)	Megan Larose	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
CIRNAC (Yellowknife) CIRNAC-Inspectors	Michael Roesch	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
CIRNAC-CARD (Yellowknife)	Sam Kennedy	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Dene Nation	Trevor Teed	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Deninu KùéFirst Nation (DKFN)	Carol Ann Chaplin	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Deninu KùéFirst Nation (DKFN)	DKFN DKFN	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Deninu KùéFirst Nation (DKFN)	Louis Balsillie	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Deninu KùéFirst Nation (DKFN)	Minnie Whimp	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Environment and Climate Change Canada (ECCC)	ECCC-EA ECCC-EA	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-ENR - EAM (EnvironmentalAssessment and Monitoring) GNWT-ENR (Environment and Natural Resources)	Erin Goose	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-ENR - Wildlife	Heather Beck	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-ENR (Environment and Natural Resources)	Bill Pain	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-ENR (Environment and Natural Resources)	Laurie McGregor	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-ENR (Environment and Natural Resources)	Rick Walbourne	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Derise Rehm	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Jaida Ohokannoak	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Jennifer Teed	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Katie Rozestraten	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Marie-Christine Belair	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands	Melissa Pink	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands - Hay River Region	Jayda Robillard	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-Lands - Hay River Region	Norman McCowan	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-MACA (Municipal and Community Affairs)	Iqbal Arshad	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
GNWT-MACA (Municipal and Community Affairs)	Olivia Lee	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Imperial Oil	Keeliana Hopkins	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Katlodeeche First Nation (KFN)	Chief April Martel	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Katlodeeche First Nation (KFN)	Joseph Gormaly	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Katlodeeche First Nation (KFN)	Peter Redvers	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
KBL Environmental	Jeff Bembridge	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Andrea Cleland	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Andy Wheeler	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Angela Love	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Emma Junker	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Erica Janes	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Heather Scott	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Jacqueline Ho	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A

MVLWB	Jen Potten	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Katherine Harris	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Sean Joseph	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Shannon Allerston	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
MVLWB	Tyree Mullaney	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Northwest Territory Metis Nation (NWTMN)	Ria Coleman	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Northwest Territory Metis Nation (NWTMN)	Tim Heron	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Secure Energy	Brad Lazoruk	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Ts'ueh Nda First Nation (West Point)	Misty Ireland	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Tthebatthi Dénésulné(Smith's Landing First Nation - SLFN)	Becky Kostka	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Tthebatthi Dénésulné(Smith's Landing First Nation - SLFN)	Alan Steel	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A
Tthebatthi Dénésulné(Smith's Landing First Nation - SLFN)	Cochise Paulette	2023-08-25	Email	Notification of Phase II ESA in September 2024.				N/A