



# Sahtu Land and Water Board

## Staff Information Report

<b>Division:</b> Water Program	<b>Report No.:</b> 3
<b>Date Prepared:</b> May 29, 2022	<b>File No.:</b> S18L3-003
<b>Meeting Date:</b> July 5, 2022	
<b>Subject:</b> Town of Norman Wells Municipal Water Licence 2021 Annual Report	

### 1. Purpose/Report Summary

The purpose of this Report is to present to the Sahtu Land and Water Board for information the 2021 Annual Water Licence Report (Annual Report) submitted by the Town of Norman Wells (Licensee) required by Licence S18L3-003, Part B, condition 21, and Schedule 1.

Although formal Board approval is not required under the Licence, the Board must be satisfied that the Licensee has met the requirements of the Licence.

### 2. Background

The Licensee Annual Report (Attachment 1) was submitted May 4, 2022, with the review schedule outlined below.

Licence	Report Received Date	Report Distributed (ORS)	Distribution List	Review Comments Due Date	Proponent Response Due Date	Public Review Outcome <sup>1</sup>
S18L3-003	May 4, 2022	May 11, 2022	Tulita Dist. (SLWB)	May 24, 2022	May 31, 2022	Comments/recommendations received from GNWT-ENR. Licensee responded to all.

<sup>1</sup> Recorded in Review Summary Table, attached.

### 3. Discussion

Water Licence S18L3-003 (Licence) entitles the Licensee to use Water and dispose of Waste for the purpose of municipal undertakings at Norman Wells, Northwest Territories. Activities under the Licence include:

1. **Direct water use** - water withdrawal from the Mackenzie River, treatment, storage and distribution for community use.
2. **Sewage disposal** - disposal of sewage generated by the community in the Sewage Lagoon at Seepage Lake.
3. **Solid waste disposal** - disposal of solid waste generated by the community at the Solid Waste Disposal Facility.

Annual reports for water licences are expected to be submitted by March 31, every year, reporting about the project activities of the previous calendar year.

### 4. Comments

Board staff reviewed the Annual Report and have the following comments:

Annual report submissions continue to be past the March 31 deadline.

In response to the 2020 Annual Report review, the Licensee agreed to record and report the amount of water used for dust suppression. This information is absent from the 2021 Annual Report.

Section 19 of the Annual Report Template (Other Information) was left blank. An update on the status of the Solid Waste Disposal Facility (SWDF) landfill expansion (a schedule for the anticipated expansion and associated plans) would have been beneficial for regulators.

Areas of non-compliance noted as part of the public review.

### 5. Public Review

The Annual Report distributed for public review received comments from the Government of Northwest Territories - Department of Environment and Natural Resources (GNWT-ENR). The Review Summary (Attachment 2) presents concerns identified through this review, which included:

- Groundwater monitoring has yet to occur due to lack of training. ENR recommends the Licensee arrange for groundwater sampling training so that results from SNP Stations S07L3-002-(4) and (5) can be collected and reported on in the future.
- It was recommended the Surveillance Network Program map (dated 2017) be updated to include locations S07L3-002-(4) and (5).
- Copies of all correspondence with an Inspector related to the spills that occurred in 2021, including notification and submission of reports, are required in the Annual Report.

The Licensee responded to the comments/recommendations, however, responses to comments were minimal and lacked commitment. The Licensee did indicate that there had been no correspondence with an inspector regarding spills in 2021

## 6. Conclusion

The Licensee submitted the 2021 Annual Water Licence Report including a) Spill Reports, b) SNP Site Map and c) Lab (Taiga Lab) reports. The 2021 Annual Water Licence Report (Attachment 1) was prepared using the Annual Water Licence Report Template (updated by SLWB Staff in 2019). Board staff conclude, based on public review and staff review, the Annual Report does provide an overview of the 2021 activities. Submission of reports on time and adequate reporting details would assist in meeting Licence requirements.

## 7. Recommendations

A draft letter acknowledging receipt of the 2021 Annual Report has been prepared for the Board's consideration (Attachment 3). Board staff have included some recommendations for the Licensee to meet the intent of Licence Conditions, including future reporting, by providing:

- current SNP location map with all surface and groundwater locations labelled
- how and when groundwater sampling training will occur to allow sampling in 2022 and moving forward
- dust suppression water usage and source reporting in yearly Annual Reports
- all correspondence with an Inspector related to spills included in yearly Annual Reports
- an update on the anticipated landfill expansion and finalization of associated plans

In addition, the Board could request that future reports be submitted by the March 31 deadline.

## 8. Attachments

1. 2021 Annual Water Licence Report (S18L3-003) ([Hyperlink](#) only);

Appendices:

Spill Report ([hyperlink](#) only)

SNP Site Map ([hyperlink](#) only)

Lab (Taiga Lab) reports ([hyperlink](#) only)

2. Review Comment Table and Attached ENR Letter - 2020 Annual Report (S18L3-003)
3. Draft Letter from the Board



Marie Nietfeld, M.Sc.  
Regulatory Specialist



Bonnie Bergsma, M.Sc.  
Regulatory Coordinator – Specialist

## Reviewer Comments and Proponent Responses

Project: Town of Norman Wells - Municipal Operations  
 Board: Sahtu Land and Water Board  
 Organization: Town of Norman Wells

No.	Topic	Reviewer Comment	Reviewer Recommendation	Proponent Response
GNWT-ENR - EAM (Environmental Assessment and Monitoring) - Erin Goose				
1	SNP Stations S07L3-002-(4) and (5)	ENR notes that under Table 8 of the 2021 Water Licence Annual Report (the Report) it is stated that sampling for SNP Stations S07L3-002-(4) and (5) was not completed because Utilities' department staff have not received training on the sampling procedure for the groundwater wells that have been installed.	ENR recommends that the Town of Norman Wells (Norman Wells) arrange training for sampling from the new groundwater wells as soon as possible so that results from SNP Stations S07L3-002-(4) and (5) can be collected and included in all future annual reports.	The town will look at training options for groundwater well sampling.
2	Map of SNP Stations	ENR notes that the SNP Site Map provided is dated as being from 2017 and that it does not include the locations of S07L3-002-(4) or (5).	ENR recommends that Norman Wells provide an updated SNP Site Map including the locations of S07L3-002-(4) and (5).	There were more than two sample wells drilled at the solid waste site by Dillon Consulting on behalf of MACA. Can the board clarify which of these wells are considered S18L3-003-(4) and S18L3-003-(5)?
3	Spills – Correspondence with Inspector	Section 9 of the Report requires that, for all spills, copies of correspondence with the GNWT Water Licence Inspector be included. In Water Licence S18L3-003, Part H, Conditions 3c) and d) require that in the case of a spill or unauthorized discharge, the Licensee shall within 24 hours notify the Board and an Inspector and within 30 days submit a detailed report to the Board and an Inspector. ENR notes that although spill report forms are provided for spills that occurred in 2021, no record is provided of any correspondence with an Inspector.	ENR recommends that Norman Wells provide copies of all correspondence with an Inspector related to the spills that occurred in 2021, including notification and submission of reports.	There was no correspondence between town staff and water licence inspectors regarding spills in 2021. In future town staff will notify the board when spills occur.



May 24, 2022

Marie Neitfeld  
Regulatory Specialist  
Sahtu Land and Water Board  
P.O. Box 1  
Fort Good Hope, NT X0E 0H0

Dear Marie Neitfeld,

**Re: Town of Norman Wells-Municipal Operations Water Licence-2021 Annual Report (S18L3-003)**

The Department of Environment and Natural Resources, Government of the Northwest Territories has reviewed the application at reference based on its mandated responsibilities under the *Waters Act* and has included comments and recommendations for the consideration of the Board at this time.

If you have any technical questions, please contact:

Celena Hoeve, Intern-Pollution Control Specialist, Water Management and Monitoring Division at Email [Celena.Hoeve@gov.nt.ca](mailto:Celena.Hoeve@gov.nt.ca) or

Laurel McDonald, Manager of Wildlife and Environment, Sahtu Region at email [Laurel.McDonald@gov.nt.ca](mailto:Laurel.McDonald@gov.nt.ca)

Should you have any general questions, please contact Erin Goose in the Environmental Assessment and Monitoring unit at email [Gnwt\\_Ea@gov.nt.ca](mailto:Gnwt_Ea@gov.nt.ca)

Sincerely,

Erin Goose  
Environmental Regulatory Analyst  
Environmental Assessment and Monitoring Section  
Environmental Stewardship and Climate Change Division  
Department of Environment and Natural Resources  
Government of the Northwest Territories