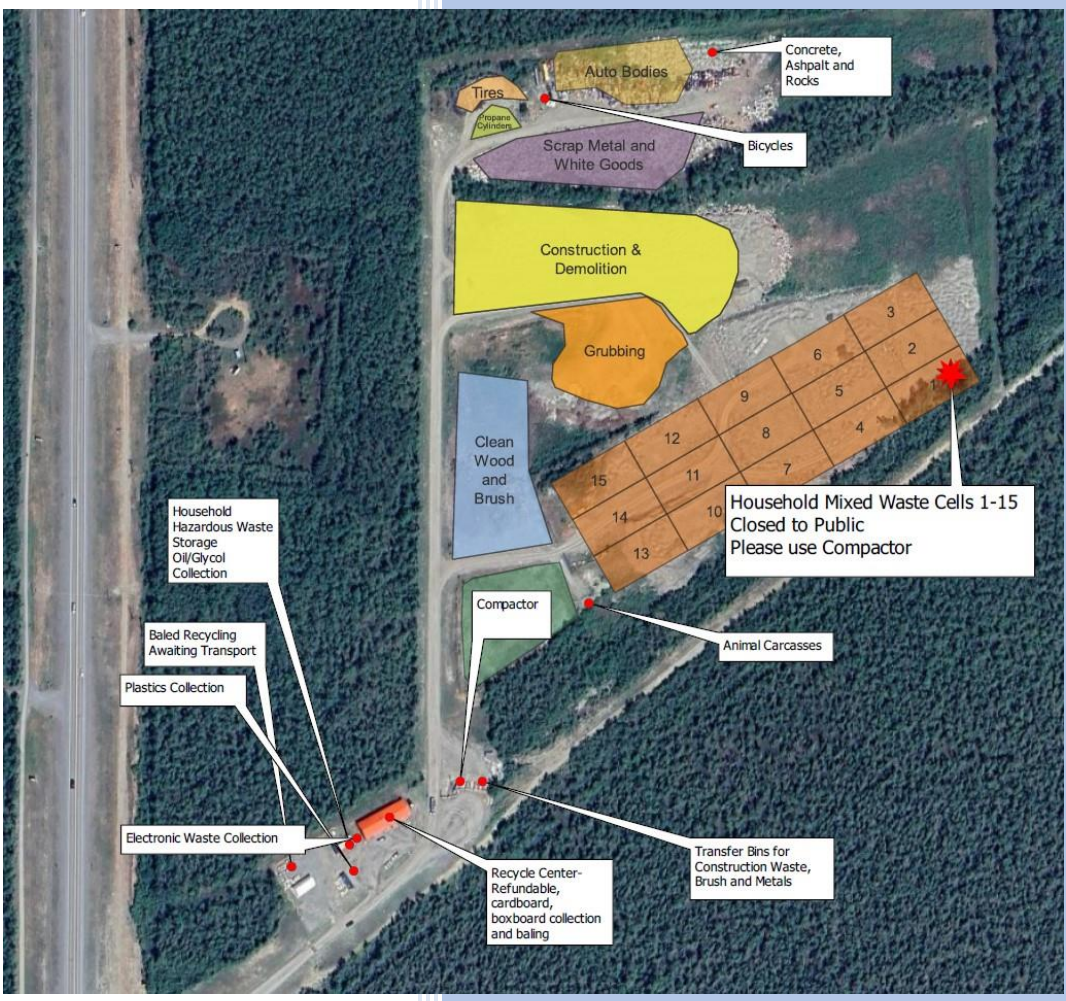
Haines Junction Solid Waste Management Facility Spill Response Plan



Public Works Manager

12/1/2023

The Village of Haines Junction Solid Waste Management Facility Spill Response Plan

1.0 DISCLAIMER

The following Spill Response Plan (SrP) has been prepared for the Haines Junction Solid Waste Management Facility (SWMF) operations. It is the responsibility of the Village of Haines Junction to review and revise this report, as needed, for site-specific conditions and to correct for any errors or omissions. In addition, it is the responsibility of the Village of Haines Junction to provide adequate training to Public Works Staff, its contractors and their employees, fuel suppliers and transporters, and affected agencies as to the planned course of action in the event of a spill or leakage at the SWMF.

2.0 INTRODUCTION

The Village of Haines Junction Public Works Department conducts ongoing fuel use/handling activities, as well as occasional construction activities at the Haines Junction SWMF. These activities include the use of machinery that consume petroleum products, refueling of machinery and potentially storage of other hydrocarbons on site. This SRP is a guide for the Village of Haines Junction's Public Works Staff, its contractors and their employees, fuel suppliers and transporters, and affected agencies as to the planned course of action in the event of a spill or leakage of petroleum products during construction activities and general operations. Safety procedures for personnel and for proper equipment usage during such operations are discussed within this plan. Yukon Environment Act *Spill Response Plans Regulations* provide guidance for the preparation of spill response plans. (*Yukon Environment Act*, O.I.C. 1996/193).

This SRP includes the following components:

- Emergency contact information.
- Definition of a spill.
- Emergency response spill procedure; and
- Reporting procedures.
- A location plan of the Village of Haines Junction, including the associated emergency contact facilities, is shown in Figure 1.

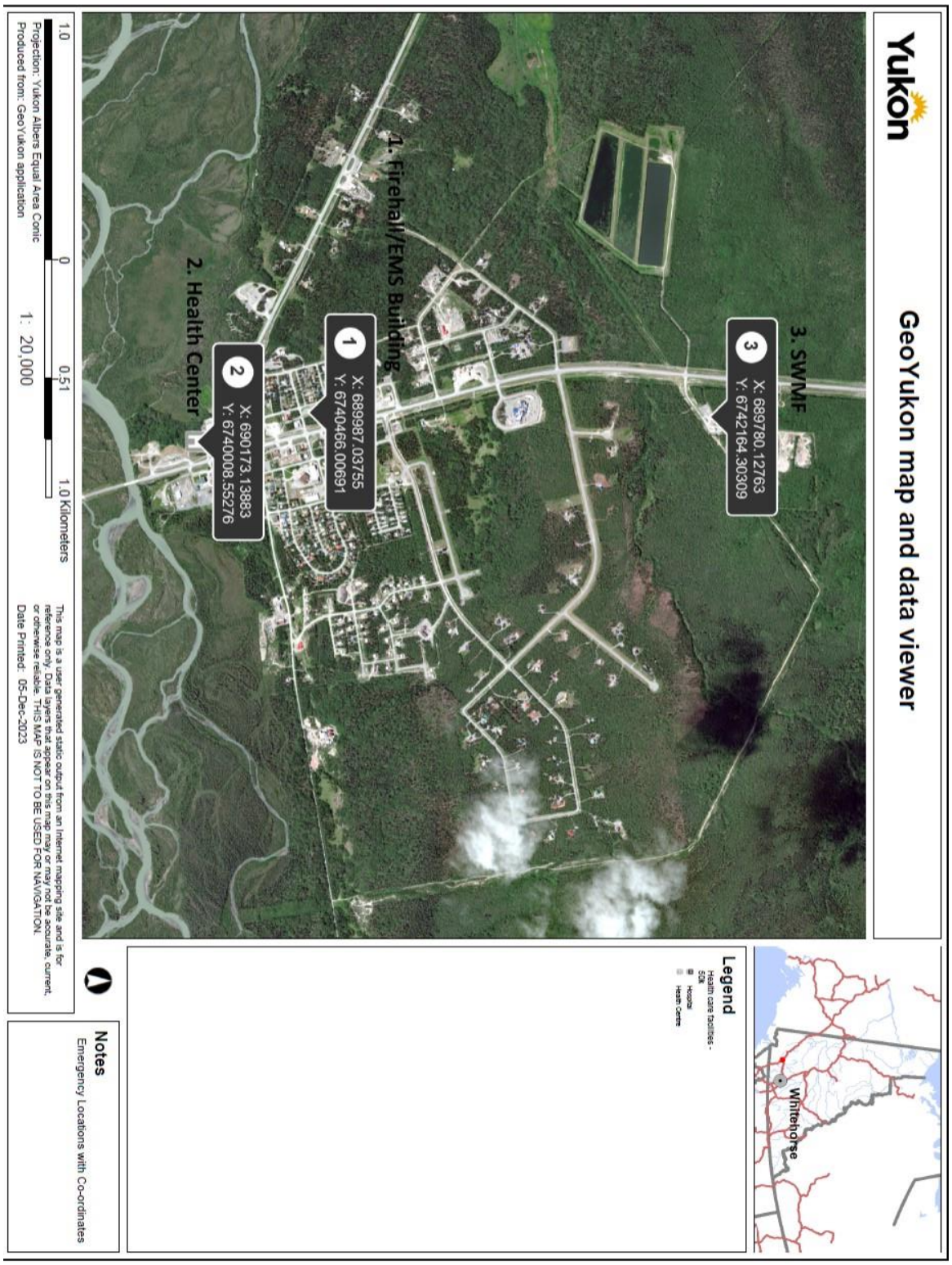
3.0 EMERGENCY CONTACT INFORMATION

A list of contact agencies and phone numbers is provided below in Table 3-1. Village administration and the Village Maintenance Department should always be the first point of contact after a spill. Village staff will then contact the Yukon Spill Line, as described in this plan. The Fire Department has trained staff and equipment to deal with large spills and can be contacted to assist the Village in addressing these situations.

Table 1: Contact Information in the Event of a Spill

Resource	Contact Number
Yukon Spill Line	(867) 667-7244
Municipal Building (Administration)	(867) 634-7100
Canadian Transport Emergency Center (CANUTEC) Advisory Centre	(613) 996-6666 (collect)
Public Works Dept. (Public Works Manager)	(867) 336-4422
Fire Department	(867) 634-2222 or 911
Yukon Government Environmental Protection Officer	(867) 667-3277

Figure 1: Map with Co-ordinates for Emergency Services



4.0 DEFINITION OF A SPILL IN THE YUKON

For special waste, any release equal to or greater than:

- within a 24-hour period
    - 500 grams of solid special waste
    - 500 millilitres of liquid special waste
    - 500 g or 500 mL, whichever is less, of mixed solid and liquid special waste.
- within a 30-day period
    - 5 kilograms of solid special waste
    - 5 litres of liquid special waste
    - 5 kg or 5 L, whichever is less, of mixed solid and liquid special waste for non-waste petroleum products or other flammable liquids, any release equal to or greater than 200L.

5.0 EMERGENCY SPILL RESPONSE PROCEDURE

The first person on the scene of a spill shall complete the following procedure:

- PROTECT human health and safety, including the elimination of possible ignition sources, and the warning/removal of any workers or bystanders.
- STOP the continuing flow of product providing it is safe to do so.
- CONTAIN the spilled material with any available means.
- CALL the Supervisor and Owner who will then contact the spill line (867) 667-7244 and report the location, time, and nature of the spill.
- RECOVER product and contaminated soil/ other materials when safe to do so.
- REPORT in writing on the spill response form in Table 1 following the text and give to Supervisor.
- REMAIN at the site and assist with response as needed when help arrives.

A listing of typical spill response tools/equipment is included in Table 1 (following the report text). Material Safety Data Sheets are attached as Appendix A.

5.1 Response for Gasoline Spills

If in **water** and if safe to do so:

- Stop or reduce discharge if safe to do so by plugging, up-righting, adjusting valves, or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- If possible, contain discharge by booming using commercial boom material, logs, or other material at hand.
- If in rapidly flowing water, direct to quieter backwater using booms to deflect material; and
- Remove from water by skimming, using absorbents, and collect in suitable container (tanks, drums, plastic lined depression in ground or snow).

Disposal: Dispose absorbents by recycling or incineration if conditions are suitable and after consultation with environmental authorities and/or forestry officials contacted through the Emergency Spill Response Line.

NOTE: IN THE EVENT MATERIAL IS SPILLED DURING VERY WARM WEATHER AND THERE IS DANGER OF FIRE DUE TO FUMES, DO NOT ATTEMPT TO CONTAIN PRODUCT ON WATER. ALLOW PRODUCT TO DISPERSE AND EVAPORATE.

If on **land** and if safe to do so:

- Stop, or reduce discharge if safe to do so by plugging, up-righting, adjusting valves or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- Contain spill by diking with earth, snow and ice or another physical barrier, possibly trenching or creating aligned sump down-gradient from the spill source.
- Remove fuel from containment area with pumps and/or vacuum equipment and place in appropriate containers. Ensure equipment is intrinsically safe (does not have a source of ignition/spark);
- Absorb residual liquid on natural or synthetic absorbents (e.g., 3M products); and
- Remove contaminated soils in the spill site to an appropriate disposal site if spill located near water supply or stream/river course or for aesthetic reasons.

Disposal: Dispose of contaminated fuel by recycling or incineration. In situ incineration may be possible if permission is granted by environmental and forestry officials contacted through the Emergency Spill Response Line.

5.2 Response for Diesel Fuel/Heating Fuel Spills

If in **water** and if safe to do so:

- Stop, or reduce discharge if safe to do so by plugging, up-righting, adjusting valves, or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- If possible, contain discharge by booming using commercial boom material, logs, or other material at hand.
- If in rapidly flowing water, direct to quieter backwater using booms to deflect material.
- Remove from water by skimming, using absorbents, and collect in suitable container (tanks, drums, plastic lined depression in ground or snow).

Disposal: Dispose by recycling or incineration if conditions are suitable and regulatory authorities grant permission.

If on **land** and if safe to do so:

- Stop or reduce discharge if safe to do so by plugging, up-righting, adjusting valves or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- Contain spill by diking with earth, snow or ice or another physical barrier, possibly trenching or creating a lined sump down-gradient from the spill source.
- Remove fuel from containment area with pumps and/or vacuum equipment and place in appropriate containers. Ensure equipment is intrinsically safe (does not have a source of ignition/spark).
- Absorb residual liquid on natural or synthetic absorbents (e.g., 3M products).
- Remove contaminated soils in the spill to an appropriate disposal site if spill site is located near water supply or stream/river course or for aesthetic reasons.

Disposal: Dispose of contaminated fuel by recycling or incineration. In situ incineration may be possible if permission is granted by environmental and forestry officials

5.3 Response for Sulfuric Acid Spills

- Stop or reduce discharge if safe to do so by plugging, up-righting, adjusting valves, or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- Dilute small spills with water and mop up, or absorb with an inert dry material and place in an appropriate waste disposal container.
- In necessary, neutralize the residue with a dilute solution of sodium carbonate.
- In large spills, use water spray curtain to divert vapor drift and reduce vapors; and

Disposal: Call for supervisor for assistance on disposal.

5.4 Response for Used Oil Spills

If in **water** and if safe to do so:

- Stop, or reduce discharge if safe to do so by plugging, up-righting, adjusting valves, or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- If possible, contain discharge by booming using commercial boom material, logs, or other material at hand.
- If in rapidly flowing water, direct to quieter backwater using booms to deflect material.
- Remove from water by skimming, using absorbents, and collect in suitable container (tanks, drums, plastic lined depression in ground or snow).

Disposal: Dispose by recycling or incineration if conditions are suitable and regulatory authorities grant permission.

If on **land** and it is safe to do so:

- Stop or reduce discharge if safe to do so by plugging, up-righting, adjusting valves or other suitable method.
- Ensure that the spill has been reported as noted in Section 5.0.
- Contain spill by diking with earth, snow or ice or another physical barrier, possibly trenching or creating a lined sump down-gradient from the spill source.
- Remove fuel from containment area with pumps and/or vacuum equipment and place in appropriate containers. Ensure equipment is intrinsically safe (does not have a source of ignition/spark).
- Absorb residual liquid on natural or synthetic absorbents (e.g., 3M products); and
- Remove contaminated soils in the spill to an appropriate disposal site if spill site is located near water supply or stream/river course or for aesthetic reasons.

Disposal: Dispose of contaminated fuel by recycling or incineration. In situ incineration may be possible if permission is granted by environmental and forestry officials.

5.5 General Immediate Response

- Assessing the situation. Identify the substance spilled and hazards to human health, if possible.
- Ensuring protection of staff and any other people in the vicinity. For example, if it is safe to do so, turn off any potential source of ignition, attend to any injuries, and leave the area if it is not safe to be there.
- If safe to do so:
    - Stop the discharge of the substance. This can include plugging leaks or transferring the substance from a damaged container to a secure container.
    - Containment of the spilled substance. This may include building a simple containment berm out of surrounding soil with a shovel to stop the flow of free material, using absorbent materials in your spill kit to soak up the spill, and placing containment around sensitive areas (e.g., putting some absorbent around a nearby storm drain to prevent the product from entering, or building a soil barrier between the spill and a nearby water body).

If possible, clean up the spill, making every effort to return the spill site to the condition that existed before the spill occurred.

5.5 Comprehensive clean-up actions

- take all reasonable measures to:
    - confine, repair, and remedy the effects of the spill.
    - remove the substance spilled in such a manner as to reduce or mitigate any danger to human life, health, and the natural environment.
    - restore or rehabilitate the site to a condition reasonably equivalent to the condition that existed immediately before the spill occurred.

Some of these actions may require a permit through the Environmental Protection and Assessment Branch. If you are unsure, call the Branch at (867) 667-5683 or 1-800-661-0408 extension 5683.

6.0 REPORTING PROCEDURES

The following two levels of reporting are required by any individual who locates a spill or leak:

1. Report to a Supervisor (refers to the direct Supervisor in charge of the individual who located the spill or leak); and,
2. Report to the Owner (the Village of Haines Junction): The Owner shall immediately be given details of any leak or spill. It is the Owner's responsibility to ensure protection of human health and safety, provide directions to stop or contain spills, and report the spill (if necessary, see severity rating and notes above) to affected agencies prior to investigating the spill themselves.

Affected Agencies: Affected Agencies shall all be contacted through the 24-hour Emergency Spill Response line at **(867) 667-7244**.

The following information shall be conveyed to the affected agencies through the 24-hour Emergency Spill Response Line. This information should be documented on the “Spill Reporting Form” provided in Table 3, following the report text.

- General location of the spill or leak (i.e., nearest highway, town, major waterbody, etc.).
- Time of spill.
- Specific location of the spill or leak (i.e., nearest community location, kilometre location on highway if known).
- Type of spill (i.e., total loss/leakage, overturned vehicle, or tanker (plus name of transport company), ruptured tank, lost drum).
- Product spilled (i.e., diesel fuel (identify grade), gasoline, lubricant (identify grade), or other).
- Volume of substance spilled.
- A description of the circumstance leading up to the spill.
- Nearest water course or body of water (i.e., Identify by name and description the nearest watercourse, pond, or lake, with an approximate distance to the spill. As well describe the soils conditions and direction of probable flow for the spilled product).
- Potential to enter surface water.
- Fire hazard.
- Hazard to life and limb, injuries.
- Environmental effect expected, if applicable.
- Equipment and clean-up consumables on hand.

Response by Affected Agencies depends upon the location of the possible spill and will vary; however, they will be coordinated by phoning the Emergency Response Spill Line **(867) 667-7244**. For this Plan, it is recommended that only one call be made to government or other agencies using the 24-hour spill line.

Other affected parties may include organizations associated with fuel supply and transport companies. Most major suppliers in the Yukon are members of the Transportation Emergency Assistance Plan (TEAP). One of the responsibilities of this organization is the sharing of resources, consumables, equipment, and personnel in the event of a spill. The transporter is responsible for contacting TEAP in the event of a spill.

The Canadian Transport Emergency Centre (CANUTEC), a branch of Transport Canada, can also be contacted for 24-hour technical advice on Dangerous Goods, as needed. The CANUTEC – help line for dangerous goods is **0 (613) 996-6666 (collect).**

Table 2: Typical Spill Response Equipment

Item No.	Description
1.0	**Absorbents (for petroleum hydrocarbons including fuel, lubricants and solvents**
1.1	**Booms**
1.2	**Sheets**
1.3	**Towels**
1.4	**Absorbent granules**
2.0	**Contaminated soils recovery tools**
2.1	**Shovels**
2.2	**Picks**
2.3	**Buckets or bags**
2.4	**Excavators**
2.5	**Loaders**
2.6	**Trucks**
3.0	**Liquid recovery tools**
3.1	**Pumps**
3.2	**Containers**
3.3	**Vacuum truck**
4.0	**Fire suppression equipment**
4.1	**Appropriate class of fire extinguisher**
5.0	**Personal safety equipment**
5.1	**Protective clothing (Gloves, coveralls, steel toed boots, etc.)**
5.2	**Eye protection**
5.3	**Ear protection**
5.4	**Breathing apparatus or filter mask**
Notes	(1) This is by no means an exhaustive list of materials and tools that can be assembled and used for spill response. (2) More information on spill response equipment and equipment suppliers can be found on the Internet. Suppliers of this sort of equipment and material can also be found in Whitehorse.

Table 3: Spill Reporting Form

Item No.	Description	Response
1.0	**Name:**	
2.0	*Spill Type:*	
2.1	*Oil/Gasoline/Diesel/Other*	
2.2	*Specified substances:*	
2.3	*Quantity*	
2.4	*Source (company)*	
3.0	**When/Where/How**	
3.1	*Date of Incident*	
3.2	*Time of Incident*	
3.3	*Location*	
3.4	*Specifics of location*	
3.5	*Cause of incident*	
3.6	*Reason (ie. Poor road conditions)*	
4.0	**Weather**	
4.1	*Temperature*	
4.2	*Wind speed/direction*	
4.3	*Precipitation*	
5.0	**Receptors**	
5.1	*Fish Killed (yes/no)*	
5.2	*Birds Killed (yes/no)*	
5.3	*Fire Hazard*	
5.4	*Threat to drinking water*	
6.0	**Contact Information**	
6.1	*Who to contact at scene:*	
	Company	
	Phone Number	
6.2	**Reported to:**	
	Name:	
	Department	
	Phone Number	
	General Comments	
7.0	**Actions taken to date:**	
7.1	*Containment:*	
7.2	*Cleanup:*	
7.3	*How to prevent a recurrence*	

Appendix A: Material Safety Data Sheet Information

See attached safety data sheets for the following products:

- Automatic transmission fluid
- Diesel Fuel
- Ethylene Glycol
- Gasoline, unleaded
- Hydraulic Oil AW46
- Lead acid battery
- Motor Oil
- Non-Spillable Lead Acid Battery
- Propylene Glycol