

Appendix 4

Minutes of PMT Meetings

**Resolution Island Project
2002 field season
Project Management Team Meeting**

Date: July 19 th , 2002, 20:00 hrs	Present at the meeting: Natalie Plato (NP) Harry Flaherty (HF) - Chair Dave Cain (DC) Elisapee Sheutiapik (ES) Andrew Bullion (AB) Allison Rutter (AR) Graham Cairns (GC) Chris Giroux (CG) Philippe Simon (PS) – Minutes	Location: meeting room, main camp, RI
Item	Issue	Follow Up
	Items for Discussion: project start-up	
1	HF: Welcomes everybody. Meeting agenda is to briefly review the workplan and let everybody aware of what are the main goals for this season. The actual tasks have not started yet. The camp should be fully staffed by the middle of next week. The PMT will soon have to meet again. Will provide a copy of the role and responsibilities of PMT members for everyone around the table.	HF: to follow up with distribution of roles and responsibilities
2	NP: Welcomes everyone. Wishes everybody a good field season. What day was the camp was opened? Reply: July 12	
3	AR: The lab is now fonctionnal. Three samples were taken from S1/S4 valley on/near cleaned areas to verify if sediments have not re-contaminated bedrock. Results shall be available tomorrow morning. Also, we are now installing grids in the valley. DC: the decon trailer was set-up. We are only missing a barrels of water, a waste wranglers, brushes and a pan of soapy water.	
4	<u>Review of scheduled tasks:</u> 2.1. Soil excavation at S1/S4 HF: The S1/S4 excavation normally starts earlier. Once we get the lab results, we can plan on starting the vacuum operations. This will also start when more staff are on the island. We will also need steel containers. PS: Steel containers from last year are being repaired now. All the material and equipment required have been shipped by cargo to the site. Does the welder need to do a continuous weld on the bottom plate to comply with the EIS? NP: Spot welds are OK. Welds need to be repaired to have the container waterproof. PS: As an update, the sealift is scheduled to arrive on July 28. On the ship, we will have around 200 steel container units, drums of fuel, liner for the containers, overpack drums, a conveyor and miscellaneous smaller items. All the remaining steel containers purchased this year (total of 553) will be at the Montreal harbour early July. The date of arrival for the second sealift still need to be confirmed with the shipping company.	

5	<p><u>Review of scheduled tasks: 2.2. PCL dump</u></p> <p>PS: The PCL dump is located near the camp, next to the road going to the former furniture dump. AR: The volume of CEPA soil estimate is about 10 m³. HF: I see this task as low priority, too be conducted when equipment are available.</p>	
6	<p><u>Review of scheduled tasks: 2.3. Beach dumps</u></p> <p>HF: Work will start tomorrow on the beach dump, on the area where no filled drums were found.</p>	
7	<p><u>Review of scheduled tasks: 2.4. DND helipad area</u></p> <p>HF: This task was identified as low priority. Does DIAND still considers this? NP: yes, no arrangements were made with DND as of this date.</p>	
8	<p><u>Review of scheduled tasks: 3. POL/ Drum handling</u></p> <p>PS: One incinerator is already in the shop for repair. This work won't be completed until the sealift arrives (refractory cement). The other incinerator will be started soon to addressed drums of waste oil stored at the beach warehouse and tested after the last season. AR: Testing results will be provided. PS: Also, the platform to mix the waste grease (about 100 drums stored outside behind the beach warehouse) with fuel (pumped in drums from the large POL tank) will need to be set up. Bergy will initiate this work. HF: Do we process the DND drums? AR: Was planning on taking samples from those for testing. HF: Under the impression that these drums were already sampled last summer. NP: We should attempt to burn these drums.</p> <p>HF: By the middle of next week, the office shall be fully operational. NP: An update list of registered names allowed to enter the PCB storage facilities shall be prepared, posted and sent to Environment Canada. Noticed that the main PCB storage facility doors are opened, they should be closed to restrict the entry. HF: Left opened to allow thawing. DC: will install a caution tape. The Decon equipment will also be set-up.</p>	List of names registered to enter the PCB facilities to be prepared by Sinanni
9	<p><u>Review of scheduled tasks: 4. Sealift</u></p> <p>The fuel tanker is scheduled to arrive August 8th. We will need an estimate of how much fuel we can fit in the tank. We ordered 128,000 liters. HF: The 8 32 000 liter tanks at the beach, four are full, four are half-full. We will provide</p>	
10	<p><u>Review of scheduled tasks: 6.1 fuel transfer from DIAND to DND</u></p> <p>NP: this task was completed. The fuel was not certified (filtered). 88 000 liters were transferred. The contract last season was for 100 000 liters. PS: They may have only delivered 88 000 is this is the DND tanks capacity. HF: We will need to test for certification some of the tanks for the helicopter. We normally have two filled tanks certified for Canadian. Could Sinanni coordinate to have 2 tanks certified. PS:</p>	Samples to be taken and sent to a lab for fuel certification to be done by Sinanni

	yes.	
11	<p><u>Review of scheduled tasks: 6.2. Drinking water</u></p> <p>AR: the tap water pH was measured at 4.8. PS: the sodium carbonate from last year is no longer good as the door of the water shed where the bag was stored over the winter was found open. We just ordered a new bag and once it's shipped to the island, we will add the proper quantity to adjust the pH and comply with our Water License.</p>	
12	<p><u>Quarrying permits</u></p> <p>HF: As of today, we don't have a permit to take material from the Radio Hill pit. That pit is where most of the training on heavy equipment was planned to take place. NP: Permits were granted for two other locations. HF: We want to minimize the quarrying at these locations since it's where we can find fine sand, eventually required for building a contaminated soil/debris landfill site. NP: Since it's a new borrow area, the Nunavut Impact Review Board (NIRB) needs to do an environmental screening. PS: They already did a screening of the project last summer for the Land Use permit. NIRB is requesting information that they already have in files. We submitted our quarrying permit application to DIAND early May and NIRB normally take no more than 45 days to complete this task. So, if the screening is not yet completed, somebody somewhere did not do the job correctly. NP: Somebody at the DIAND's office that has experience dealing with NIRB is handling the issue now. We should get more news next Monday.</p>	
	Meeting adjourned at 21:00	

**Resolution Island Project
2002 field season
Project Management Team Meeting**

Date: July 21 st , 2002, 20:00 hrs	Present at the meeting: Natalie Plato (NP) Harry Flaherty (HF) - Chair Dave Cain (DC) Suzie Pierce (SP) Andrew Bullion (AB) Allison Rutter (AR) Graham Cairns (GC) Chris Giroux (CG) Philippe Simon (PS) – Minutes	Location: meeting room, main camp, RI
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Item	Issue	Follow Up
	Items for Discussion: Summary of Progress vs Department	
1	HF: Tasks have started. For this meeting, we will go around the table to get a summary of tasks achieved and planned by each group.	
2	<p><u>Site Engineer</u></p> <p>PS: The steel container repair is being done. 8 containers are already completed and ready to be filled. Drums of waste oil to be incinerated have been hauled from the beach hazardous waste storage building to the incineration platform. Incineration have started up today. Pierre is very satisfied with the trainee he has: Harry Pierce. We already mentioned to Queen's that for some drums staged inside the beach building and sampled last season, results were not found. These drums (about 20-25) might need to be re-sampled and analyzed. HF: Could we get these results from Queen's as soon as possible.</p> <p>Also, we had a walkthrough in the S1/S4 valley to plan the excavation / remediation. The operations in this area shall start tomorrow. HF: We will have a meeting tomorrow morning to plan the daily work and also to explain to all crew members what will be the work in this area over the summer.</p> <p>PS: Apart from these task, miscellaneous other tasks were achieved to support the Project: office/computer set up, PCB registry, etc.</p>	
3	<p><u>On-site Laboratory</u></p> <p>GC: Queen's lab is now ready to support the excavation/containerization project. DND barrels were sampled and consolidated today (36 samples). Composite samples were collected to support the disposal project with Bennett. As such, a total of 11 soil samples from the main PC storage facility and 5 ground samples were taken. Also, Queen's will release the papers for one grid cleaned last year (G15). New samples confirmed that this grid is completed. AR: Will go and check the remaining drums at the beach storage building and re-sample those for which results are not available. The 3 drums found during the beach dump excavation this summer will also be sampled. Will leave Tuesday with those samples and they should be analyzed rapidly. Most likely, we will find new filled drums</p>	

	again. Therefore existing samples will be processed but more should be coming during the season.	
4	<p><u>DIAND representative</u></p> <p>NP: DIAND's inventory is completed. The list from Yellowknife has been upgraded. Agreed that QC's inventory list is more comprehensive. DIAND inventory staff have use QC's list and received great support from Jonah Akavak. Otherwise, DIAND tasks in the near future are:</p> <ul style="list-style-type: none"> .1 Follow up on the quarrying permit regarding the radio hill pit. .2 Send the PCB storage facility registry to Environment Canada .3 Finalize the Bennett Contract .4 Follow up on the fuel contract and delivery <p>PS: What is your figure for tank volume space available vs the fuel delivery? Data have changed since Peter Nowdlak have recently hauled fuel from the beach to the camp tanks to make some room. HF: We already have about 100 000 liters of space available. NP: I will then keep the ordered amount (120 000 liters) unchanged.</p> <p>HF: Could you please provide your schedule for site visit. We have a very tight transportation schedule due to the limited budget. All site visits need to be coordinated with Suzie Pierce.</p>	
5	<p><u>Project Officer - Coordinator</u></p> <p>HF: SP is invited this summer to the PMT as part of her training. SP: Like the work office so far. Getting use to all the procedures and the filling system. HF: Suzie is the type of person like Stephan and Richard in the past that will have all things under control.</p>	
6	<p><u>Project Medic</u></p> <p>AB: Equipments are being set up. Training programs are being organized for WHMIS, TDG, standard and enhanced first aid. The schedule was given to Chris. HF: It's important to get the schedule in advance for planning purposes. Based on the workplan, schedule and limited budget this season, it's important to planned in advance to limit as much as possible delays in operations.</p> <p>AB: Also, camp orientation was provided to all new employees, forms were signed. We are also collecting health forms: we had 6 minor cases so far and 1 moderate case.</p> <p>HF: One worker missed work this morning because of a sore throat. In such cases, the medic shall provide an evaluation and a paper form with its opinion.</p>	
7	<p><u>Project Health and Safety</u></p> <p>DC: The Hazwoper program was given in Iqaluit prior to the camp opening: 4 workers were recertified (8 hrs) and 21 workers started the 40-hour program, 17 people completed the course. Certificates are available and will need to be handed. HF: We will wait until most of these workers are on site: probably this coming Tuesday.</p> <p>DC: A camp inspection was done on the 16 of July. Nothing major was</p>	

	<p>identified. An incident occurred when the fire alarm went off (false alarm). People did not know where to go. Some assessment was done. HF: When will a fire drill for all staff be conducted? DC: The designated area - near garage, or training center - were selected. By Wednesday, we shall have a staff fire drill.</p> <p>DC: H&S concerns are:</p> <ol style="list-style-type: none"> .1 The fire suppression system in the kitchen has not been inspected since more than three years. We can have a certified person from Iqaluit that can do the work. HF: Coordinate with the appropriate person and make sure it's done as soon as possible. .2 Haz mat signs and 3-5 first aid kits will be needed. We already have few of these items but we could use more. HF: The budget is so tight this year, we will need to see if we can fit these items in the budget. We should have a more precise figure of expenditures in 2-3 weeks, but the initial assessment is that apart for camp O&M (food) and salaries, there are no more money available. <p>DC: One suggestion we have is to add a map of the contaminated areas attached to the new worker safety orientation. AR: Queen's will provide a map. DC: We had the first health and safety committee yesterday. Will include junior, senior and intermediate workers as well as trades representatives. HF: Any concerns raised. DC: Issues were more regarding the role and responsibilities of the health and safety committee. HF: The role of the H&S committee is described in the H&S Plan. The committee is there to discuss any issues and forward recommendations to the PMT. DC: One recommendation was to provide a refresher orientation to the experienced workers. HF: Again, based on the budget and the workplan, we cannot afford to have these experienced worker more than half-hour away from the operations. Anyway, it is the safety staff responsibilities to make sure all workers are aware of hazards.</p> <p>DC: We are also preparing to provide ATV training. HF: We need to provide orientation on how to use ATVs. We have a booklet on this. Chris will provide orientation to those who don't have the experience.</p> <p>DC: Based on the health and safety plan, we will be concentrating on power tools safety, vehicles safety (to remind to use the safety belts), etc. HF: Workers that don't have experienced in these field always receive an orientation provided by a senior worker prior to work. Regarding, safety belt, the PMT amended that requirement because the speed limit was set at 30 km/hr maximum.</p> <p>DC: The near miss program is running well. We will try to improve the lottery prizes. Also, 9 peoples received their orientations and signed out the form. HF: Following the camp inspection, does actions been taken to address concerns? The health and safety officer need to address any concerns raised after the inspection.</p>	
8	<p><u>Project Assistant Site Superintendent - O&M Officer</u></p> <p>CG: Opening camp was a major task: open water lines, repair leaks, heavy equipment to open roads, repair ditches and damages from run-offs. The vents and hoods were opened from the PCB main storage facility. The red vaults from DND at the beach were moved aside the beach PCB storage facility. The pump was replaced at the Queen's lab. The housekeepers</p>	

	<p>were very busy cleaning the camp including the decon trailer. HF: We can say that the camp is now open at 98%. Credits should be given to the group of people, everybody, that participated.</p> <p>CG: We will be running out of geotextile and sorbent sheets. We may need to ordered these items. We still have a lot of powder sorbent. HF: The budget cannot afford these items, we will need to work with what we have.</p> <p>NP: These are critical items, mainly sorbent sheet like Matasorb. An estimated budget should be prepared to fulfill these needs and submitted to DIAND if they cannot be purchased through the existing budget.</p>	
9	<p><u>Project Site Superintendent</u></p> <p>HF: The operations seem to be getting into place. The S1/S4 will be starting tomorrow. The radio hill road was repaired. we have used stockpiles from last year and not quarried any sand and gravel from that area. We are expecting to receive the radio hill quarrying permit soon. As mentioned earlier, 3 drums of diesel were found buried at the beach dump. The work in this area is almost completed, that is why we mobilized the equipment up to work in the S1/S4 valley.</p>	
10	<p><u>Other Issues</u></p> <p>HF: There are a number of information we got recently showing that planning and coordination (management) of the disposal project is being conducted. Today, Queen's was sampling in preparation to this project. Last week, DIAND with a delegation went visiting / auditing the Bennett facility in Quebec. I would like to come back to the Environmental Impact Statement (EIS) regarding this project, mainly section 10.1 (Project Management) of the document which states:</p> <p><i>"This project will be managed by the same project teams that are overseeing the ongoing remediation operations at Resolution Island. These project teams were established in 1997 to regularly review all aspects of the remediation, including engineering specifications, major procurements, training and work in progress. These teams include representation from:</i></p> <p><i>Senior Management Team</i></p> <p><i>DIAND, NWT region - Contaminants</i></p> <p><i>DIAND, Headquarters - Waste Management</i></p> <p><i>Environment Canada - Environmental Protection Branch</i></p> <p><i>Scientific Advisor - Analytical Services Unit, Queen's University</i></p> <p><i>Qikiqtaaluk Corporation</i></p> <p><i>Project Management Team</i></p> <p><i>DIAND, NWT Region</i></p> <p><i>Scientific Advisor</i></p> <p><i>Technical Advisor</i></p> <p><i>Qikiqtaaluk Corporation - Project Officer, Site Superintendent, Health and Safety Officer, Heavy Equipment Trainer, Operation and Management Officer, Engineer Team</i></p>	

These teams will ensure that any decisions that are made with respect to the Removal and Disposal Project are done in a transparent manner with due consideration of community concerns. This management structure is aimed at ensuring that the North receives maximum benefit from this project and that there is a rigorous technical peer review as the overall remediation program proceeds. These teams also ensure that the on-site "Environmental Protection, Contingency and Mitigative Planning" measures (Appendix A) and the Health and Safety Plan (1999b) are implemented and diligently applied"

HF: I'm asking why this PMT was never informed about recent management activities regarding this project (visit to the Bennett facility, sampling on-site by Queen's for this project). From the start of this project, QC and QC's engineer has been involved in all discussions with Bennett. Now, we are told to place 275 containers of CEPA soil at the beach and that's it. Also, DIAND cannot tell us when and which ship will come. Furthermore, we are asked to operate the containerization project with a budget that got reduced to a critical limit and on the other hand, we feel that funds are being allocated to the Disposal project without coordination with this PMT.

NP: DIAND went to the Bennett facility just to do an audit. Queen's is doing some work on-site as part of a DIAND request. We can provide more information if that is what requested.

HF: In section 10.2 of the EIS, it's also stated that the disposal of CEPA soil will be done by Bennett, the off-site marine transportation of CEPA soil containers will done by Nunavut Eastern Arctic Shipping (NEAS). Will NEAS be doing the off-site shipping?

NP: The NIRB Project Scope of Work mentioned NEAS or equivalent. We don't know yet who will be doing the off-site sealift. PS: You're mentioning this document from NIRB regarding the Disposal project. How come it was not reviewed by this PMT? NP: DIAND only received the draft version, and provided comments.

HF: It was mentioned earlier in this meeting that part of the DIAND representative planned activities for the near future was to finalize the Bennett contract. How come we are not involved in the review process of all management steps, as prescribed by the EIS.

PS: As the project engineer, we were requested to provide procedures and specifications for the EIS, and to participate in the public hearings done by NIRB. Somewhere, we have engaged our liability. This summer, more than \$850 000 were spent in purchasing containers we've designed. We feel we need to have words on the Disposal project decision process, not just information. Furthermore, QC has supported the Disposal project before and during NIRB's public hearings. They also made commitments to communities and need to be fully involved in the decision and management process.

NP: No decision was taken yet, except that Bennett will be the contractor for the Disposal project. Since they were already selected, we did no go in tender, but requested a bid on revised specifications. As of today, don't know where the EIS was not followed.

HF: Considering what was said, QC will have no other choice than writing

	a letter to DIAND upper management, to concerned communities and to the DIAND Minister, and the Premier as an attempt to correct the situation.	
11	<u>Next PMT Meeting:</u> Sunday July 28, 2002	
	Meeting adjourned at 21:45	

**Resolution Island Project
2002 field season
Project Management Team Meeting**

Date: July 29 th , 2002, 20:00 hrs	Present at the meeting: Harry Flaherty (HF) - Chair Shakeel Virk (SV) Pierre Bergeron (PB) Suzie Pierce (SP) Joe Erkidjuk (JE) Andrew Bullion (AB) Graham Cairns (GC) Chris Giroux (CG) Philippe Simon (PS) – Minutes	Location: meeting room, main camp, RI
Item	Issue	Follow Up
	Review of minutes from the previous meeting	
1	<p><u>Minutes from July 19 PMT meeting:</u> All: no comments. HF: all tasks to follow up were achieved. Sinanni will follow up with Canadian Helicopter to get results from fuel samples for the certification of 4 fuel tanks. All: minutes accepted.</p> <p><u>Minutes from July 21 PMT meeting:</u> AB: item 6 - add 1 moderate case. GC: item 9 - The beach dump was already extensively characterized, no need to take additional samples. Last sentence to be removed. Item 2 - Queen's is submitting for information only a document titled Barrels in non-PCB Hazardous Waste Facility Building. A copy of this document is provided to the site engineer.</p>	
	Items for Discussion: Summary of Progress vs Department	
2	<p><u>Medic and Health & Safety</u></p> <p>AB: We had 18 minor and 4 moderate cases (Alex, Chris, Sherjuk, Eric) over the last 9 days. Otherwise, things are all setup, we are now more busy promoting hygiene. Also, a WHMIS class was given to 9 people, certificates will be issued. Other courses are lined up (first aid, TDG), still waiting for some material in Iqaluit. For the health and safety department, everything is also setup, we are now mainly promoting awareness.</p> <p>HF: Why did we had so much incidents over the past days. AB: 12 cases occurred over the last 3 days, could be that mostly new crews are on the field.</p> <p>HF: It was mentioned in a morning meeting that as a new camp policy, junior worker have to be in their room at 11:00 PM. We need to avoid incident due to a lack of sleep. The higher number of cases we had recently is a concern for all of us. As PMT members, we should all promote safety to minimize incidents</p>	
3	<p><u>On-site Laboratory</u></p> <p>GC: A lot of time is being spent in surveying the operations in the S1/S4 valley. We now have a day turn around time in the laboratory for soil sample analysis. Queen's is also providing training to Jason Currie. He's</p>	

	<p>involved in most aspect of the lab. Also, a lot of time is spent on keeping the paper work up to date for the grid system. Otherwise, air sampling was conducted at various locations (vacuum location, Main PCB building), barrier samples were taken as part of the monitoring program done by Queen's. The PCL dump is done, tests showed that only Tier II PCBs is remaining. Furthermore, to address a health and safety concern, the airstrip dump was roped, including the CEPA area. For barrels, 36 DND drums (including composite samples) were sampled and the results shall be available by Friday. Finally, as mentioned earlier, for the drums at the beach storage building, 4 out of the 15 sampled this year have no results, 6 out the 17 that could not be opened don't have results yet.</p> <p>HF: Could Queen's provide a summary of what was tested and results in the S1/S4 valley. GC: Provides a summary of the different areas tested using the large map. CG: The electrician has to work inside the Main PCB storage facility and he's worried based on the strong odors. GC: Only rubber boots are required if it's just for a small task. Otherwise, one may wear a half-mask respirator with organic vapour cartridges.</p>	
4	<p><u>Site Engineer</u></p> <p>PS: 31 steel containers from the last season are repaired and painted. 29 of these containers were directly filled at the S1/S4 valley with CEPA soil > 2000 ppm. CEPA soil from the PCL dump was also excavated. This scheduled activity is now completed. Overall, about 270 m³ of unscreened material was excavated/removed from the S1/S4 valley and the PCL dump. The communication system setup was also completed.</p> <p>The sealift was done last Saturday with great success. It took less than 5 hrs to unload 24 bundles of 8 steel containers (192 units), pallets of cover lids for those units, nuts, washers and bolt for 553 units, 20 drums of gasoline, 50 overpack drums, replacement screens, winch lines and a conveyor. Some overpacks were filled with refractory cement and heat resistant paint to repair the incinerator.</p> <p>The excavation work is progressing very well. We will need to concentrate on setting up and operate the containerization platform at the main PCB storage facility and to start hauling filled containers at the beach.</p> <p>HF: We now have a total of 234 steel containers (42+192) that can be filled for off-site shipping. We need to fill 275 this season. Do we know when the second sealift should arrive? PS: The ship schedule is not yet defined. We know the remaining containers (361 units) will be at the Montreal harbor at the end of July and that a ship leaves on the first week of August. Will coordinate with the shipping company (NS&S) but since we don't have a large volume of cargo, we don't have much negotiation power. HF: Is their a possibility that we never get 275 steel containers by the end of August? PS: yes, it depends on the final NS&S schedule. We only had 192 units on the first sealift mainly because the manufacturing contract could not be given before due to funding problems.</p>	<p>coordinate the second sealift</p>
5	<p><u>Heavy Equipment Trainor</u></p> <p>JE: Two staging areas were prepared at the beach: one for sealift material and one for steel containers to be shipped off-site. Another one was done near the main PCB storage facility and should be completed soon. Some</p>	

	<p>equipment have problems with the fuel from last year. HF: What's the status with the IT38. JE: Now repaired. HF: What about the 322 excavator. JE: one hydraulic line broke and was repaired. Another one is about to fail. HF: Late this afternoon, we had the confirmation that the radio hill quarry permit has been issued. We can finally start the operations at this location. JE: The trainees (Jonathan, Qavavau and Sheutiapik) are doing very well. They can learn more because different operators (Batiste, Atsiana) are teaching with me.</p> <p>HF: For a lot of equipment, the radio is not working. HF: Request a list of equipment for which radios are not working</p>	<p>provide a list of deficient radios vs equipment</p>
6	<p><u>Project Officer - Coordinator</u></p> <p>SP: Keeping up to date on rotation, bed and flight schedule. For time sheets, a lot of time is saved since the fax works. Also training Nudlo who's a lot of help in the office.</p> <p>HF: What's is the total hours for the helicopter? SP: We have 91 hours remaining. HF: The previous years, we had between 250-275 hours with the helicopter. With this years's budget cut back, we only have 140 hrs total. That's why we are overlapping days. We reworked the schedule to maximise each flight. We still have more than 30 days in the season.</p> <p>HF: What's the total number of employees to date? SP We have 52 employees, not including the sub-contractors.</p>	
7	<p><u>Project Technical Advisor</u></p> <p>PB: We had problems with the waste oil incinerator due to water and debris (latex gloves) in the fuel. About 4000 litres were burned. In the last 3 days, the burner was doing very well, and we are processing about 1000 litres/day. We are still working with only one incinerator, the other one is in the shop to repair the cement, welds and paint. Once the work is finished, it will be reinstalled and the one now running will be shut down for servicing. It should take about 10 days until we will be able to burn with both incinerators. Otherwise, a hot tub to heat the waste grease was assembled. It will be started soon. The drum washing station was started. Today, the compressor was always breaking due to the bad weather. We took the new compressor until the other one is repaired.</p>	
8	<p><u>Project Assistant Site Superintendent - O&M Officer</u></p> <p>CG: Was injured and in a bad shape for the last couple of days. Scattered empty DND drums were collected at the beach. Those that had liquids were put aside for testing, if required. Also, 5 drums near the beach dump also had liquids and were left there. HF: We will need to coordinate with Queen's to make sure the disposal options for these drums are known and applied. CG: After talking with the cook, we apparently received meat that was supposed to be fresh but was already frozen, and unfreezing in the helicopter. The quality of vegetables and fruits was also arguable on the last food order. The food supplier was called and the quality should improve. Narwhal plumbing was also called for the cooler in the kitchen. We should get an update soon.</p> <p>Also, the beach warehouse garage door was repaired but it will still require some adjustments. The north side garage door of the Main PCB building will also require repair. HF: For this door, the option is to remove totally the</p>	

	<p>door and conduct the repair somewhere else. Anyway, we will work most of the summer in this area filling steel containers. Thus, the garage door could be reinstalled only at the end of the season. Do we have replacement panels? CG: yes. Finally, just to mentioned that the kitchen staff are doing a very good job this season.</p>	
9	<p><u>Project Site Superintendent</u></p> <p>HF: Coordinate with DIAND upper management on two issues:</p> <ol style="list-style-type: none"> .1 the radio hill quarry permit .2 concerns regarding the Bennett contract and how it will affect our work (where to place the containers at the beach) <p>The radio hill quarry permit was finally issued. We don't have more information regarding the disposal contract, but it was decided to place the steel containers at the beach platform south-west of the beach warehouse. Same thing with the Main PCB facility, it was decided to clear the yard, and make some room for containerization operations. The old wooden containers were moved on the other side of the road. The drums of PCB contaminated concrete (pallets of blue drums) were moved where these wooden containers were. We have consolidated all outside storage in one location. As part of the EIS requirements, we will also need to update our fire safety plan and our spill contingency plan. PS: Will take care of these updates.</p> <p>HF: The work at S1/S4 valley progressed very well. Anakalak and Archie are doing an excellent job. On a lot of samples taken after excavation, results showed Tier II, thus no vacuuming and a lot of time saved.</p>	<p>Sinanni to update the spill contingency and fire safety plans</p>
10	<p><u>Other Issues</u></p> <p>HF: As a reminder, rangers from Yellowknife have e-mailed that they will do a reconnaissance of the airstrip on August 1,2 and 5. They mentioned they will not interfere with the operations and only access the airstrip. This information will be provided at tomorrow's morning meeting. Would also like to mentioned that an excellent job is being done, that with experienced people from previous year, it becomes easier to take decisions.</p> <p>AB: Would like to know when a camp fire drill can be conducted. HF: In the past, we had one before breakfast (5:45AM), one in the afternoon, and one in the evening. No one needs to known except for upper management.</p> <p>AB: A drill for water rescue (familiarization) will be organized. The material was already tested. HF: no drill in salt water due to greenlander sharks and polar bears.</p> <p>AB: For the fire rescue team, we need to know the status of PCB paint in the radome building in which we planned to conduct a fume test. GC: Based on previous assessment on site, the paint should not be an issue.</p> <p>HF: As part of the initial plans, the old officer mess and dormitory buildings (N9, N10) were to be demolished. It was then decided to convert these in</p>	

	an emergency shelter. Since the training centre is now operational and can be used for such a purpose, the demolition of these buildings which represent safety concerns shall proceed. This could be done this season or the next season. Would like GC to consult with J. Poland and/or A. Rutter on this subject.	
11	<u>Next PMT Meeting:</u> Sunday August 4, 2002	
	Meeting adjourned at 21:15	

**Resolution Island Project
2002 field season
Project Management Team Meeting**

Date: August 8 th , 2002, 19:15 hrs	Present at the meeting: Harry Flaherty (HF) - Chair Shakeel Virk (SV) Allison Rutter (AR) Natalie Plato (NP) Jacques Dion (JD) Joe Erkidjuk (JE) Andrew Bullion (AB) David Cain (DC) Chris Giroux (CG) Greg Johnson (GJ) – Minutes	Location: meeting room, main camp, RI
Item	Issue	Follow up
	Review of minutes from the previous meeting	
1	<p><u>Minutes from July 19 and 21 PMT meeting:</u> NP: comments on minutes not included. GJ will contact Philippe Simon to get changes</p> <p><u>Minutes from July 29 PMT meeting:</u> HF: Item 4 to be dealt with today, Item 9 spill plan amendments, and fire safety plan revisions in progress, Item 10 wants N9, and N10 to be demolished. AR: sentence about number of barrels to be sampled is incorrect and this should be taken out.</p>	
	Items for Discussion: Summary of Progress vs Department	
2	Queens ASU (Allison and Shakeel)	
	<p>AR: Impressed with how much has been done. Barrel results will be provided to Jacques, 4 barrels were not sampled before, 3 have been sampled since, 1 still unable to be opened. DND drums near incinerators included, and DND near tank farm results are being sampled now, results to be available shortly. SV: Grids that have been completed:.....Shows on wall map. Test results from scraping in grids L15, L16, K15, K16, and K17. Lower sections are Tier II, upper sections are above CEPA. Section in grids I9, and I10 are Tier II in centre, and edges are CEPA, additional soil has been removed, and have been sampled today. AR: still a lot of vacuuming remaining. If necessary a road can be built on Tier II areas. HF: can we use clean fill? AR: Yes, but only a thin layer, and quantities must be monitored. Grid forms to be given to GJ to be signed off on. NP: what happened to liner in grids K14, K15? To be followed up on by AR with Graham, and GJ with Philippe</p>	GJ & AR Grid forms, liner
3	Stabilis (Jacques Dion)	
	JD: incineration started on 22 of July 12,000 L burned, 50 drums from inventory burned. 20 drums of grease have been pumped, and mixed using new mixer, 35 drums from inventory inside building, and 10 at	

	<p>beach dump. Many problems with units, one burner out for repairs, all leaks and insulation repaired, fuse jumps when both units working, Jack came and fixed problem with fuses. A lot of water is trapped inside the grease, when blended with fuel the water stays in the mixture, not easy to separate, today spent 4 hours on valve to adjust for water content. Problems with pumps, debris inside lines slows progress. Burning well despite the problems. Had a spill on Tuesday, crew did an excellent job on situation. Objective is to burn all drums inside NH storage and consolidate all drums on site. Do we have a contract with DND for their drums? NP: no only a verbal agreement, burn DND barrels only after all other barrels completed. AR: all DND drums tested, some have only diesel fuel, and can be used to cut grease if needed. JD: do we need to track this? AR: Yes. JD: test results are confusing, some drums sampled twice. AR: No drums were tested twice. JD: Paint pencils given to SV, please use to write the code clearly on top and on the side. AR will use spray cans because paint pencils are fading quickly, will use spray paint on side and pencils on top. HF: some drums were resampled? JD: Yes AR: They were sampled but not tested because it was done in a rush and wanted to make sure that they had all of the barrels tested. HF: You will not be able to burn the 50 drums of grease? JD No, estimate 40 drums cannot be burned, can only do 4 drums per day. HF: wants to burn all waste oil grease. Due to reduce number days cannot meet this JD: We also only worked with one burner which slowed us. AR: is it still cost effective? JD: yes, because we are mixing with fuel. As long as 125 drums treated per season it is cost effective. AR: we have booms in Hazardous Waste Storage. We could place them near the incinerator to contain future spills. Some oil has been spilled in HAZ storage, needs to be cleaned. JD: It is a priority to remove drums and clean them. JD: door needs to be repaired. HF: door was repaired today.</p>	
4	Camp Operations and Maintenance (Chris Giroux)	
	<p>Bay door at Haz storage has been finally repaired & working perfectly. Roof above kitchen has been repaired, layed sheet metal, reframed, and stoped leaks. More roof leaks being repaired. HF: Cooks room ceiling needed to be taken down, totally saturated. CG: insuiation, and plastic in ceiling replaced. Siding on PCB storage repaired and reinforced. Bay door damaged at PCB is being repaired, and reinforced. Should be installed shortly. Door on south side to be repaired as soon as conveyor out of way, a lot of traffic hampering this operation. Main gas tank drained, 1 barrel of mixed gas and 1 barrel of water drained. Tanked emptied completely before refilling. Diesel tank also cleaned. HF: Jack is doing electrical in PCB storage, only a limited number of lights will be installed. Side door in PCB opened due to fumes from bobcat. AR: has CO monitor been used? DK: has not been used yet, will do tomorrow. HF: Sample later in day to allow for fume build up.</p>	DK to test for fumes
5	Heavy Equipment Operations (Joe Ekidjuk)	