Appendix 3

Minutes of Project Management Team meetings

Resolution Island Project Project Management Team Meeting		
Date: July 10th, 2001 1:15 PM	**Present at the meeting:** Dave Lorenzen (DL) Harry Flaherty (HF) - Chair Andrey Lissansky (AL) Allison Rutter (AR) Scott Mitchell (SM) Moonie Kolola (MK) Chris Giroux (CG) Graham Cairns (GC) Richard Paton (RP) Roy Caley (RC) Pierre Bergeron (PB) Karl Côté (KC) - Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
1	Overview HF: goes over workplan summary document given to PMT members for review the day before. It includes the roles and responsibilities of members to make sure everyone knows what they and the others have to do. It also includes the description of field season activities which we will go through together. As you can notice looking at the schedule, we are already late. Is there agreement on the schedule? Allison? AR: I agree with starting with the excavation of S1/S4 but will we be able to work on the airstrip dump at the same time? HF: let=s go through each activity one by one, first S1/S4 excavation.	
2	Soil Excavation at S1/S4 HF: Allison, I think you guys prepared something for us. AR: we have maps showing the grids and the system, we were thinking of going on the field and walking about before discussing how to start the actual work. HF: we will go on a walk about on a nicer day when can see something. AR: Dave mentioned that the proposed location for the decon trailer is full of water, so we may have to revise this location. DL: we need a high clean spot for the decon. HF: we will bolt down the decon trailer to get it permanent for the season, because last year it fell over twice. AR: presents map of S1/S4 with grids. AR: we were thinking of working of three fronts to minimize machinery downtime. HF: Let=s start with the area behind Dish B. For access we need to get rid of the corridor. Can we? AR: Sure it=s non hazardous waste. HF: let=s start with that asap. SM: we could shred the demolition debris and dispose of it on the upper NH landfill site. HF: after that we will need to pump the water out of the depression, where? AR: near grid H14 into the lower CEPA soil zone. DL: then backfill with clean soil to keep it dry for next year and install the decon on the backfilled area. AR: as long as we have a clean in and dirty out for the decon. What if we run out of CEPA soil in that zone, or we want to work on areas further away. SM: we could install a dirty path for the workers to walk on. SM: Moonie once the corridor is gone we will have to close that hole to protect S4 from the elements. KC: concerning the proposed 3 fronts to work on, will they be close to each other or far (i.e., movement of	

	machinery). AR: it depends on how fast they excavate, we will have to play it by ear. AR: we will have to get rid of the boulders which are below the small cliff, they are considered Tier I or non hazardous. HF: where are we going to put them? SM: near grid G16 would be a good place.	
3	Metal Debris Management HF: where are we at on this? AR: we still need to decide what sampling procedure to use to classify/declassify the metal debris, wipe sample or total extraction. SM: what method do you propose? AR: total extraction. HF and SM: agreed. HF: the engineer and technical advisor are to look at metal debris washing solutions.	Eng. / tech.adv
4	Trial Barrier Installation HF: let's start by seeing if the trial barrier installed by Simon last year worked, then we will build the larger one if it did work. SM: Allison you will do the testing. DL: we might need to build a road to get there.	
5	Tier II Soil / Debris HF: the engineer is to develop a management plan.	
6	Airstrip Dump / Beach Dump AR: for the airstrip dump, we will identify the location of the samples we want to take. HF: after that is done, the excavator will dig holes. DL: we should be able to do that as we are excavating the soils at S1/S4. HF: QC, engineer, and ASU will go on a walk about to see the site before we begin the work. KC: What about the beach dump? HF: as for the beach dump, we will install a decon trailer and continue cleaning as we did last year, we have to decide what equipment is needed for the operations as well as health and safety. The technical advisor and engineer will write a protocol for the clean up of the dump, including the equipment required.	Eng. / tech.adv
7	Battery Dump HF: the work will be done by 2 people with proper supervision and safety equipment. AR: wasn=t there mention of doing this with the helicopter. HF: No we can get close enough with a vehicle and trailer, QC, H&S Officer and ASU will do walk about of the battery dump before the work.	
8	Drain POL Tanks and Lines HF: dave, chris and heavy equipment personnel will do this job. DL: we will drain them like we did last year, by gravity.	
9	Incinerate POL Products HF: continue as last year.	
10	Consolidate POL Products to be Shipped South HF: there should be a follow up of drum movement, did the technical advisor prepare a waste tracking system. PB: yes, it will be presented soon. KC: who is responsible for the actual tracking of the waste items on the field. HF: the technical advisor. HF: we must try to clean up one place at a time instead of	

	picking barrels left and right. AR: this is hard to do because some drums are not accessible for sampling (i.e., some are on top of others).	
11	Shred Barrels and Metallic Debris HF: straight forward, continued as last year.	
12	Close Non-Hazardous Waste Landfill AR: we will start installing thermistors as the landfills are being covered and closed. We need to be kept up to date on progression because it will be impossible more difficult to install them if the waste is already covered.	
13	Treat Phenol Contaminated Water HF: the treatment will be done by QC and engineer, ASU will do the testing, technical advisor will assist. KC: we will start with the tank closest to the beach, while the other one is being emptied of its fuel. The system is comprised of the PCB water treatment system to which is added another filter and a chemical treatment stage. The PCB water treatment system will be available for treating PCB water later, in the meantime, there is enough CEPA soil zones for dumping water.	
14	Sealift HF: The ship is on its way and should be here on Friday. KC: Yes, somewhere between Friday and Saturday.	
15	CEPA Soil Containerization KC: there was mention of using a hoper initially, but that would slow us down in compacting. DL: we don=t need a hoper, we can fill the boxes with the excavator and compact the soil with the back of the bucket. KC: right, the bucket is narrow enough so we won=t hit and damage the sides of the container. We will also need to place some geomembrane on the ground to recover any spilled soil.	
16	Complete Training Centre HF: work initiated.	
17	Complete Electrical Work in Main PCB Storage Facility HF: once the charter comes in with the supplies the electrical work will be done (i.e., lighting, heating, and ventilation).	
18	pH Control of Drinking Water HF: the engineer is to implement the adjustment of drinking water pH, once chemicals arrive on sealift.	
19	Recycle Metal SM: on-going.	
20	Site Facilities and Camp Improvements HF: medic room work initiated; radome work to be done; emergency shelter	

	work if time / budget allows; new women=s washroom work to be done; upgrade mudroom to be done; convert beach and maintenance area buildings if time / budget allows.	
21	<u>On-site Training</u> HF: various training programs to be implemented.	
	Meeting adjourned at 2:45 PM	

Resolution Island Project
Project Management Team Meeting

Date: July 17th, 2001 5:00 PM	**Present at the meeting:** Dave Lorenzen (DL) Harry Flaherty (HF) - Chair Andrey Lissansky (AL) Allison Rutter (AR) Natalie Plato (NP) Moonie Kolola (MK) Chris Giroux (CG) Graham Cairns (GC) Peepeelee Qappik (PQ) Roy Caley (RC) Pierre Bergeron (PB) Karl Côté (KC) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
1	Review of Minutes from Previous Meeting HF: before we go over the minutes from last week's meeting I would like to welcome Natalie Plato from INAC who will be replacing Scott next year, and Peepeelee who is the on-site financial comptroller. After the minutes have been reviewed, the final copy will be submitted to the Senior Management Team. Any comments or corrections? AR: yes, in item 2, we should say that the boulders from below the small cliff are considered Tier I or non hazardous and in item 12, we should say that it will be impossible (instead of: more difficult) to install the thermistors if the waste is already covered. HF: anything else, if not will someone pass a motion to make these minutes final. AR: I'd like to pass a motion. DL: I'll second that.	
2	Update on Actions to be Taken HF: What is the latest on the Tier II metal debris management. KC: When the idea of cleaning up the Tier II metal debris came up, no decision had yet been taken on the fate of the Tier II soils. Now that it has been decided that the excavated Tier II soils will be disposed in a lined landfill on site, perhaps the simplest and most cost effective solution to the problem is to landfill these debris along with the soil. Another solution would be to ship them south. Metal debris at concentrations below 50 ppm PCB can be sent to metal recyclers at minimal cost. As for washing them on site, since we will be testing the debris using the total solvent extraction method, we should look into solvent extraction technologies to clean the debris. This would involve transporting equipment, solvent and personnel on site, all this at a high cost for such a small volume of debris. NP: would there be a risk of puncturing the landfill liner with the debris? KC: I don't think so, over the liner we would have a layer of clean soil followed by a layer of Tier II soil and then the debris, and the same thing on top of the debris. HF: I think we should keep all the options open. Can you present these different options with the associated cost? KC: we will do that.	Eng. – Options for Tier II Metal

	HF: as regards the protocol for the beach dump clean up, well, we have already started the clean-up, we know what we have to do, we just don't have it in writing. AR: maybe we should write it, since we have been doing it since the beginning. HF: yes, why don't you do that. AR: will do. HF: let's go around the table to see what people have been doing since their arrival on site.	ASU – protocol
3	Heavy Equipment Operations DL: the roads behaved well over winter, we only had to do some minor maintenance. We have screened some soil. So far the beach dump clean up is going well. The corridor in S1/S4 is going down and that's going well, the shredding of non hazardous waste is also going well. HF: how many loads of waste have been hauled from the beach dump? DL: some 40 to 45 loads. HF: what is Queen's perspective on the dump clean up? AR: it's going well, we are finding about 3 drums containing some liquid per day and we had those 3 pans pumped out this morning. GC: one pan was filled up this afternoon. HF: when 2 pans are full let us know and we will go pump them. DL: as for the draining of the beach POL tank, the level is too low to drain it by gravity so we will have to pump the fuel out. HF: before we start pumping, we will measure the thickness of the fuel and water layers.	
4	Engineering KC: I got here on the second flight and at first I just helped out with general camp set-up and got familiar with the different areas of the site. And ever since I have been preparing and setting up the water treatment system for the phenol contaminated water. After having trouble getting one filter water-tight I finally got the system running and treated a few gallons this afternoon.	
5	Technical Adviser PB: 1200 gallons of oil burned so far, 15 empty drums washed, 15 drums of oil transferred into the feeding tank, we started separating drums to ship south from those to be burned. HF: I talked to Jacques, and he will fax us the waste tracking forms. He will bring special paint to identify the waste drums along with the documents to track the transfer / movement of drums. AR: What about the drum opener? HF: it's in the mail, we should get it soon. AR: so far we haven't found drums full of oil at the beach dump, the ones that contain some oil are crushed by the excavator bucket over a spill pan to recover the oil. HF: the new parts for the incinerators are also in the mail.	
6	On-Site Financial Comptroller PQ: since my arrival on site, I have updated the purchase orders, invoices, and administrative files. HF: how is the budget? PQ: so far we have spent 23.4% of the budget. HF: that is lower than it should be because of the late start of the project.	
7	Camp Operations and Maintenance - Plumbing CG: since our arrival we have been very busy, always on the go, keeping the juniors busy. We got the washroom in the DIAND office up and running. Of	

	the 50 work orders filled out last week, almost all have been completed. We got the learning centre started up. And we have been pumping the water out of S1/S4. HF: I would like to mention that if the camp is running so well it is because of Chris and Moonie's hard work.	
8	Assistant Site Superintendent - Carpentry MK: we have been working with the juniors and the tradesmen, all bedrooms are now operational, the roof has been repaired, we have done general camp repairs and maintenance, and today I pumped the oil from the containment pans, at the beach dump, into drums. HF: since Moonie is my assistant, I want to show him the different activities that go on so I bring him with me to the different areas of the site so he can participate in the various operations.	
9	Queen's ASU Lab AR: at the airstrip dump, 2 holes were dug last year, in one hole we found a transformer which contains PCBs. The soil from the 2 holes were sampled and analyzed, one hole contains CEPA soil and the other Tier II soil, 10 new test pits were dug this year but they still need to be sampled and surveyed by GPS. HF: when will they be sampled? AR: Since there is no rush to clean up the dump this year we were planning on doing it later this season. HF: I think it would be better to sample them as soon as possible. I am concerned that if the holes are left exposed to the elements, contaminants might leach out and we will not get the real concentrations of contaminants in the soils. AR: we will do it sooner then. AR: we have analyzed oil samples from the beach dump and from the freshwater lake for PCBs, none contain PCBs, as for the burning parameters they will be analyzed down south. We have sampled and analyzed 6 small electrical parts found in the beach dump, none contain PCBs. The waste paint cans that we have on site will be put in drums, and as Karl found out for us, we will need to segregate the oil-based paints from the latex paints. The empty spray paint cans will be punctured and disposed on site. We also shipped south a sample of that smelly stuff we found at the dump. AR: Map of S1/S4 was put up. We sampled and analyzed the soil of the North road and it is still Tier II soil, the 2 areas vacuum cleaned last year have water and sediment, the sediment is actually CEPA and it seems that it has come onto the cleaned areas from the surrounding CEPA areas. The corridor is now down, I think, Harry, you wanted to talk about what we were going to do to access the area. HF: what do we do with debris that has fallen on the CEPA soil. AR: well the larger pieces and/or the clean ones can go to the non hazardous landfill, as for the smaller pieces and/or dirty ones they will be considered Tier II. Chris, has all the water has been pumped out of the area? CG: yes it was all pumped out, but some came back, we will pump again tomorrow. DL: beside the dish, the ditch is full of water. GC: the water there is 1.5 m deep. HF: we will remove the boulders before excavating. AR: just make sure there is no soil on the boulders. HF: to summarize, we will remove the boulders and debris, get the area dry, vacuum the sediment, install the decon trailer. HF: so can we proceed? AR: yes. GC: for my part, things are going well, the 2 new people we brought up are doing well at the beach dump and in the lab.	
10	INAC Representative	

	NP: I would like to thank everyone for showing me around and telling me what they do on site, I will come back when Scott is here. Our respective bosses will also come on site to visit and get a better understanding of what is going on. HF: I would like to know in advance to make sure we have room for them in camp.	
11	Medic AL: I ordered new supplies of bandages, I have identified with Roy the training needs (CPR and first aid). HF: how many people have seen you for medical reasons. AL: 1 for fever which I treated with antibiotics, and 17 for various minor ailments. I am also waiting for running water in the medic office. HF: we will see that you get running water.	
12	Health and Safety Officer RC: I have been helping out wherever and whenever possible, mostly for Queen's, I have also conducted various audits, I have cleaned up PPE for reuse, I have been giving orientation to new workers, I got the fire-fighting equipment ready. I have been also working with Moonie and Chris and they have done a good job watching the juniors. And finally we had one safety committee meeting which had a good turn out.	
13	Site Superintendent HF: in past years the meetings were long and arduous, Scott and I have made great efforts to remediate this situation, I think we have chosen the right people to do the job, this year I even noticed that people are more relaxed. The first status report has been submitted, and overall things are going very well, so far, except for S1/S4, we are ahead of our schedule. Thanks to everyone for the good work.	
	Meeting adjourned at 6:35 PM	

Resolution Island Project Project Management Team Meeting		
Date: July 24th, 2001 5:00 PM	**Present at the meeting:** Dave Lorenzen (DL) Harry Flaherty (HF) Rahul Singh (RS) Maggie Lau (ML) Jacques Dion (JD) Moonie Kolola (MK) - Chair Chris Giroux (CG) Graham Cairns (GC) Peepeelee Qappik (PQ) Roy Caley (RC) Philippe Simon (PS) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	MK: Any comments or corrections on July 17 draft PMT meeting minutes? PS: yes, in item 3, we should say "approximately 3 barrels containing some oil per day" instead of 3 drums/day: we only consolidated the equivalent of three barrels overall. In item 9, did we found transformers at the beach dump? GC: electrical parts not containing PCBs. PS: we should then be more specific. MK: anything else, if not, will someone accept these minutes final. HF: a copy will be sent to the SMT.	
New Business		
2	Queen's ML: just arrived, catching up with what has been done and the weather outside. GC will better summarize our activities (see below).	
3	Medic RS: statistics on visits since camp opening are: 17 minor cases, 8 moderate cases (development of cystisis and second degree burns), 0 severe case. HF: is it a concerns for kitchen staff to work with eyes infection? RS: the case was not an infection but an irritation from particles, thus no problem to work in the kitchen. RS: in terms of medical supplies, the camp is very well equipped. Some minor items missing were identified and will be sent with the next supply. RS: would like to create a fire / rescue service for Resolution Island. The service would cover fire response, spill response and rescue medical response. We are planning 15 sessions of about an hour each. RS: would also like a command office to be set up, where all emergency operations could be coordinated.	

	RS: would finally see some items (shirts, badges, bags) labeled to the project and to the fire/rescue team to help build a team spirit. RS: all these suggestions were detailed on three documents that everybody could review. HF: would like all PMT members to review these documents for discussion/approval at the next meeting. RS: a last thing, would like to select members of these teams (fire, spill and rescue medical response) so they can become trainers.	PMT members to review RS documents
4	Health and Safety Officer RC: safety tours are made during the day. The safety committee is set up and two meetings were held. Would like to see more involvement from the safety committee members. For future meetings, a 5 minutes training session on PPE will be given. In response to HF request, the H&S committee goals for the 2001 season was detailed in a document. A copy of this document will be provided to each PMT meeting for review at the next meeting. HF: suggest to bring a member of the H&S committee during tours and inspections. Also, if recommendations & actions to be taken are raised at the H&S committee, they should be submitted to the PMT. HF: will there be a kitchen staff representative at the committee. RC: yes, Joe Vaillancourt agreed to participate. RC: another concern is the two drums of peroxide staged at the beach. This material constitutes a serious hazard and some workers are not aware of it. PS: should be roped with caution flags or equivalent. JD: should be mentioned at the morning meeting (location, type of hazard, etc)	PMT members to review RC document
5	Finance Officer PQ: presently updating the database of expenses for the report. No updated version of the expense report is available, we are still at 23,8% of the total budget but this will change. Satellite phone, transport and delivery, tools and equipment and camp O&M are the line items with most expenditures. HF: recommends that the expenses reports be provided to all PMT members at the next meeting. The PMT has the authority to reallocate up to $5 000 from one line item to another.	PQ to provide expense report at the next PMT meetings
6	Camp Operation and Maintenance Officer CG: was very busy at the beach POL tanks pumping fuel into barrels and operating the phenol contaminated water treatment system. The treatment system works well, two holding tanks (after treatment) were below the phenol discharge criteria. We are discharging the treated water more than 30 meters from any creek. Otherwise, hoses were ordered and will be with next supply as a temporary measure to provide drinking water to the medic room. CG: approximately 170 drums were drained from the POL tank. We only have about 1.5 inches of fuel left on top of 3 inches of contaminated water. CG: around the camp, we have a lot of roof leaks and we need to wait until it's dry before doing something. The training center is fully operational. HF: are you satisfy with your team and the way the camp is running. CG:	

	yes. DL: concerning the drums of fuel (about 180 from last year and 170 this year), are we planning to incinerate it? HF: the fuel won't go in machines but we can use it for furnaces. CG: for what's left in the large tank, it is difficult not to mix it with water. HF: what is remaining will be incinerated since it is not likely to be of good quality. JD should work closely with CG to determine the best action to deal with the remaining fuel and contaminated water inside this POL tank.	
7	Heavy Equipment Operations DL: The beach dump clean up is going well, the work is almost done. The screening plant is operational. Within the S3 building area, the water was pumped. At the S1 building area, wooden debris were hand picked, placed in red vaults and containers were hauled to the beach as per Queen's recommendation. What I call the S4 lower road, we have removed all boulders from the bank and hauled them behind the sewage lagoon. We will be able to start the excavation of CEPA soil at this area should Queen's results should there are some. GC: a 30 cm layer can be removed and then we will test. Also, the piles of Tier II within the S1/S3 former building area can be move to the Tier II temporary dumping area.	
8	Queen's Activities GC: we've finished setting the grid system in the S1/S4 area. We are testing as fast as we can and until now, most samples were done in a day. All lab equipment are working very well. At the beach dump, level of PCBs in consolidated drums are all below 2 ppm. We sent samples down south for metals and chlorine analysis and results will determine the disposal method (incinerate or ship south). We should get the results in less than two weeks. At the PCB storage facility (maintenance building), we will be testing for chlorobenzene levels and eventually do airborne PCBs as well. These samples will also be sent down south with about one week turnaround for results. All electrical equipment at the beach did not contained PCBs. Samples were taken at the airstrip dump test pits. For these, we don't know how soon the results are required. HF: suggests to request this information to the owner representative (i.e. Scott Mitchell). GC: the mapping is done based on the excavation protocol. The drinking water pH is also measured in camp on a daily basis. JD: was chlorobenzene levels perceived outside the building? GC: odors were reported at the POL incineration platform by workers. We want to make sure we are under the threshold limit value. HF: both garage doors at each ends were opened. JD: will the remote barrel opener be require this season. ML: yes, there is one drum at the PCL dump that we always wanted to test over past years.	
9	Engineering PS: the vacuum truck was started up and tested for a day. Then, a training session was provided and the truck was used for a day to clean CEPA soil	

	at the former S3 building area. Results are very positive and once the weather clears up, we will be able to progress with completion of some grids. Also, a pH adjustment system was set up. Measured amount of a chemical (sodium carbonate) is added to the drinking water to comply with our water license. The data are being logged with results from Queen's. Finally, concerning the metal debris management, we are submitting a document that summarizes the different options with a rough cost analysis. Six copies are available, should any other PMT members require the document, additional copies will be provided. HF: PMT members should review these options and agree on a solution. Then a letter will be submitted to the SMT to seek their recommendations.	PMT members to review PS document
10	Technical Advisor - POL incineration JD: incineration equipments were started up on July 12. Since, more than 2900 gallons were incinerated. We had to shut down the system to replace the control panels, valves and feeding lines. The piping was changed to address the water accumulation problems. With these modifications/additions, it will be safer and easier to operate the system. We will also be able to increase the feeding flow rate. JD: otherwise, TDG training and certification was provided to 10 intermediate/junior workers. For waste tracking, a log sheet is ready. Every time drums are being moved, the form should be filled. For storage of drums to be shipped south, suggests that they be stored inside the beach building. Drums could than be secured on pallets, codified and labeled, ready for shipment. HF: thinks it's safer than leaving them outside. It's a cold storage, risks of fire are minimal. ML: will talk to John Poland to see if he has concerns. HF: would like from JD suggestions from where we should first start moving drums to the incineration platform. Would like a general schedule, procedures on paper, for the record.	JD to provide a schedule ad procedures for moving drums
11	Other Issues HF: question to Queen's; are all decisions being taken on-site? GC: Apart sometimes for odd things where we will seek John Poland's advise, decisions will be taken on-site. RS: forgot to mention, for the fire / rescue team, we want to have training exercises like building a door frame. Would also like to design a logo for the team and videotape the training sessions. HF: suggests that Dave, Sinanni, QC and Queen's walk the S1/S4 area to plan the upcoming excavation/vacuuming work. HF: what will be the next step at the beach dump. GC: once done, we will need to grid, delineate and send the samples down south for analysis. Results will tell us where and how much we should excavate for PCB and Lead contaminated soil. HF: we received a letter from the Nunavut Water Board (NWB). They request some changes within the next 30 days to our spill and fire emergency plans submitted April 2000. PS and I will take care of this. PS: will need some feed back from RC and RS. HF: on August 20th, DIAND representatives will visit the site for 1.5 days.	PS and HF to work on NWB request

	Representatives of the media will be invited the day after. MK: If no other issues or comments from PMT members, meeting closed.	
	Meeting adjourned at 6:30 PM	

Resolution Island Project Project Management Team Meeting		
Date: August 1st, 2001 5:00 PM	**Present at the meeting:** Dave Lorenzen (DL) Harry Flaherty (HF) Rahul Singh (RS) Maggie Lau (ML) - Chair Roy Caley (RC) Philippe Simon (PS) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	ML: Any comments or corrections on July 24 draft PMT meeting minutes? Since there are no comments, minutes will be accepted.	
New Business		
2	Queen's ML: four (4) quadrants were signed off yesterday. There are eleven (11) containers (3.1 m^3 conical shape steel containers) containing CEPA. We are now worried that they won't be enough of these containers for the PCB contaminated soil >2000 ppm. Nine (9) 3.1 m^3 conical shape steel containers were filled with PCB contaminated soil >2000 ppm. Should we run out of these containers, it is suggested that the 11 CEPA be dumped inside the Maintenance building over the existing stockpile. Labels will be placed as soon as they are on site. PS: apart from PCB labels, will you have the registered numbers? Do you know when these will be on-site. ML: we will have the official PCB numbers also, latest news, all of this was in Yellowknife. ML: The decon trailer will be installed one side on the clean area, the other on Tier II soil area. DL: the decon will be tied down using the cement block. HF: will there be enough room for the stairs? DL & ML: will check. ML: the beach dump was totally delineated. 4 depth samples were taken. Samples were sent to the lab and arrived. Results shall be in within two-three days. ML: for barrels, composite samples were collected (on 3-4 drums) and seventy (70) samples were collected. Thirty (30) of these samples already arrived at the lab (those initially from the airstrip that were staged at the incineration platform last year). Results should be in as soon as possible. They will be given to Karl Côté (site engineer). The barrel cache valley was all sampled and codified. Relocation according to the drum transfer plan submitted by the technical advisor (Jacques Dion) can proceed in this area. Drums from the cotton grass area (beside the lower lake) were sampled and they mostly contain grease. Some drums are damaged and we can expect spills when time to move them. PS: we may not need to wait for results since these cannot be incinerated anyway. Already 10 drums of	

	grease from elsewhere (imploded tank) were placed in overpack drums. We may just want to transfer them in these right at their location. HF: some of these drums are directly in the water. We should not wait until JD comes back to address them. These can be moved to the staging area. HF: any results from the airport dump. ML: we are still analyzing the samples. We will provide the results when available. RC: Any results from the solid sample of material suspected to be responsible for explosion at the beach shredder. The sample has an acidic odour. We don`t know what it is. PS: the sample I saw appeared to be like pure magnesium (light silverish metal) with a glue coating on one side. This glue is probably responsible for the odours. RC: This material is being separated from the debris pile by hand at this stage. DL: These drums probably originate from the side of the previous drinking water lake. ML: we don`t have results, we haven`t sent the sample yet. Maybe a TDG declaration is required. PS: It is most probably magnesium. The sample shall be placed in a small container filled with oil. Magnesium explodes in presence of gas and friction). Like when PCB soil samples are sent to Queen`s lab, you don't need a TDG declaration when you are not exceeding a certain quantity.	
3	<u>Medic</u> RS: statistics on visits between July 21 and July 27 are: 23 minor cases, 3 moderate cases (possibility of a fractured finger, a deep laceration and a sty to the eye), 0 severe case. RS: the medic still has no running water. This item will be addressed by RC later. RS: submits a copy of the highlights and results of the Fire / Rescue (FC) and a summary of the five (5) training sessions conducted to date. Would like to see these document posted in the camp. RS: submitted a document outlining the objectives and the training plans for the creation of the FC team. Would like to know if PMT supports the initiatives? All: agree. RS: would also like to know if the PMT supports the creation of an Incident Command Centre (ICC - see July 24th minutes). HF: the ICC cannot be located where it is actually proposed. The ICC should be set-up at the training center. RS: will check this building and resubmit a proposal. RS: submits a written request for emergency lighting dedicated to the FC team. On-site material has been identified, no additional cost should be charged to the project. All: agree. RS: submits a written request for dedicated radios (at least one) to be at all time inside the fire shack. During the 5:10 AM fire alarm, the entry team had to retrieve a radio before conducting their search which caused an inherent delay in reporting the "all clear". HF: some team leaders have their radio/charger in their room. We have a limited amount of radio to conduct our scheduled activities. PS: maybe some radios/chargers can be placed at the end of the hallways normally used by the team during emergencies. HF: the request will be taken into consideration. HF: This year's budget does not allow for purchasing new radios. This item should be included in next year's wish list. RS: submits a written request to have a $500 budget to purchase t-shirts for the FC team members. Shows potential logos. HF; in full support of the idea but the funds will need to come directly from QC, since the	

	Contribution Agreement (CA) does not provide for such expenditures. Jackets from last year were purchased with funds outside of the project. A request will be made to QC. RS: submits a written request to modify the training sessions from two late afternoons per week (17:00 to 18:00 hrs) to one morning (10:15 to 12:00 hrs) per week. HF: cannot allow the operations to be stopped during the day. The schedule should be left as it is. More training can be done after hours. RS: submits a written memo which describes the placement of fire / medical equipment at the incineration platform. HF: would like to know when the training using the fume exhaust ventilator and the dry chemicals apparatus will be done. RS: not planned until two weeks. HF: would like to see these equipment in place and set up in case we need them. RS: knows how to operate them, will set up these equipment.	
4	<u>Health and Safety Officer</u> RC: the Health and Safety Committee (H&SC) has agree to put forward their recommendations to the PMT. On the last meeting, these were: 1- drinking water in the medic room to be addressed as a priority. HF: it was mentioned that hoses were ordered but the PO was never tracked. RC shall verify with the office and make sure the equipment is ordered and on-site asap. DL: Two hoses will be required based on the distance between the closest sink and the medic room. 2- junior workers be assigned to the H&S officer for training on fire extinguisher recharging RC: Should some workers have 1-2 hours availability, they can be trained. HF: would like members of the H&SC and the FC team to be identified. PS: supervisors should be told who is interested, then these workers can be assigned on stand by time during the clean up operations. 3- camp roof leaks in the kitchen is a concern for slippery floors, food contamination and electrical hazards PS: some work was recently done, we had a strong rain this afternoon, is the problem still remaining? HF: for the last event, work was initiated but not completed. A membrane was placed on the roof over the kitchen. RC: will check with the kitchen staff if the problem still exists. HF: if we need to do more, we will do more. Other places were leaking in the camp today even if repairs were done. The camp is slowly falling apart. RC: H&SC goals for the 2001 season as described in the document submitted during the last PMT meeting were approved by the H&SC. RC: would also like to know if the PMT supports these goals. All: agree. RC: submits a written request for Class D fire extinguishers to address the problems at the beach shredder. HF: the approval was already given, we will get these fire extinguishers asap. RC: otherwise, still picking PPE around the camp, workers not wearing them. HF: supervisors are not always pushing. Maybe the supervisors should be advised directly by the Health and Safety Officer.	

5	Engineering PS: last week, a document on options and cost estimates for Tier II metal debris management was distributed for review. Four (4) options were proposed and briefly discussed and recommendations were made that placement of these debris inside the future disposal facility appears to be the option with least environmental, health and safety risks and the most cost efficient one. Mention that the risk of puncturing the membrane is not a significant issue. PS: would also like to know if the PMT supports this recommendation. All: agree. PS: distributes a document that summarizes the background and proposed options to implement a plan to move Tier II soil/debris as per item 2.4 of the workplan. Two potential locations for a secured disposal facility are described. HF: would like the PMT members to have a look at these two places and review the engineer's document. A decision will need to be taken at the next PMT meeting. From there, a letter stating the preferred option for metal debris management, the preferred location for a Tier II soil/debris disposal and the plan to temporarily secured the material until final placement into the constructed facility is done will be forwarded to the SMT. HF: Concerning the new steel containers, according to DIAND, whatever we do on-site to improve waterproofing, these containers will not be shipped south next year for disposal. According to DIAND, if they don't comply with what was defined in the Environmental Impact Statement (EIS), they cannot be shipped. PS: will look into the EIS to verify exactly what was specified. We submitted some recommendation/information for the preparation of this document but the EIS was mostly done by DIAND. Based on our previous recommendations, the containers complies except for micro-pores on the bottom welds (manufacturing problems). On-site tests were done this morning to solve the problem and were successful. Containers are thus in compliance with TDG and could be shipped. We are spending less than 1% of the budget required for the transport-disposal project in order to be prepared for next year. PS: Do we continue some on-site adjustments/ testings to have them fully water-proof? HF: Not if they don't comply with what was specified in the EIS. HF: You cannot expect to have items like these built at the last minutes without running into the problems we have now. The CA was signed on June 29, 2001. Purchase orders were released at the last minutes. DIAND will need to commit funds earlier next year. PS: Did QC receive a letter from DIAND asking that steel containers be built in accordance with all aspects of the EIS? HF: no. PS: Did QC notify the Engineer verbally or in writting that all aspects of the EIS had to be complied with this season? HF: no. PS: will look carefully at the EIS and prepare/submit a report giving the various steps (and background) that led to getting these containers on-site.	PMT members to review PS document on Tier II disposal and to walk the proposed locations for next meeting.
6	Heavy Equipment Operations DL: Twenty (20) containers were filled with screened CEPA soil and unscreened CEPA soil > 2000 ppm. S3 building area is completed. HE	

	operators are all busy.	
7	Site Superintendent HF: been on the phone with the owner. Concerning new steel containers, the bottom line, the problems have to be addressed. For now, we will place the CEPA > 2000 ppm inside lined smaller steel containers (1.6 m^3). The CEPA soil will be stockpiled inside the building. HF: will soon take a two week break. Before, a memo will be prepared indicating that Moonie Kolola will be responsible for the camp, that Dave Lorenzen will coordinate the operations and that the site engineer will assist both parties during the interim.	
	Meeting adjourned at 6:30 PM	

Resolution Island Project Project Management Team Meeting		
Date: August 7th, 2001 5:00 PM	**Present at the meeting:** Dave Lorenzen (DL) - Chair Moonie Kolola (MK) Rahul Singh (RS) Maggie Lau (ML) Jodie Bonsall (JB) Roy Caley (RC) Richard Paton (RP) Karl Côté (KC) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	DL: Any comments or corrections to last week's draft PMT meeting minutes? ML: In point 2, change WN numbers for official PCB numbers. DL: In point 6 change CEPA soil (screened and unscreened) by screened CEPA soil and unscreened CEPA soil > 2000 ppm. RS: In point 3, the sentence about not getting the radio should be changed for: During the 5:10 AM fire alarm, the entry team had to retrieve a radio before conducting their search which caused an inherent delay in reporting the "all clear". DL: The minutes said that PMT members were to walk the proposed locations for the Tier II soil engineered landfill sites by today, we haven't had very nice weather lately, so maybe we should wait until we have a nice day to go do that. DL: If that's all, then the minutes will be accepted.	PMT members to walk the proposed locations of the Tier II soil landfills soon, weather permitting
New Business		
2	Heavy Equipment Operations DL: 39.5 tubs have been filled with CEPA soil > 2000 ppm, 39 are stored outside the PCB storage building (in the new staging area). The S1 area which has soil > 2000 ppm PCB was all excavated and put in containers, the vacuuming of the area is almost 1/4 done and going well, as for grids K19, K20, I19, and I20 we removed the top one foot of soil. We had a sealift boat from Iqaluit last week and got all that stuff unloaded. The decon trailer in S1/S4 has been installed and is working well, the heating and water systems are operational. 12 x 12 timbers were hauled to the PCB storage building to build a pad for the storage of the flower pots. Shredding at the beach dump has been completed, there are a few drums left, and the shredder has been repaired.	
3	Queen's ASU ML: the decon procedure for the trucks dumping CEPA soil in the PCB storage building was a concern, we had a new white liner installed inside the building so that the trucks will not drag CEPA soil outside. As regards the beach dump soils they will be classified according to their lead content	

	as either not contaminated, Tier I or Tier II, we should have the results tomorrow morning (August 8th), quadrants to be excavated will be identified. Partial results for the oil drums stored near the incineration platform have been received. We also received the results identifying the unknown white gelatin-like product found at the beach dump, it's amyl acetate. Results presented to the engineer who will transfer them to the technical adviser. The transformer from the airstrip dump has been put in a blue plastic drum and stored in one of the PCB storage seacans at the beach. KC: Has a PCB numbered label been put on the transfo? ML: Yes.	
4	Administration RP: the office is now fully operational. Elisapee will be with us for the rest of the summer and we will have as trainees Maggie Atagooyuk and Mathew Kunuk. The new communication system is working well and has proved quite reliable so far. On August 11-13th we will have visitors from INAC, on August 15th QIA and QC members will come on site for a 3 hour tour, on August 21st 4 people from the media will come for a site visit, and finally on August 22nd another 4 INAC representatives will come on site.	
5	Health and Safety Officer RC: 3 accidents to report this week, one was flown to the hospital for an eye injury. DL: What is the status on him? RS: he was kept all day at the hospital for observations and released later that day, I am still waiting for an update from the doctor. RC: I have been doing audits in various areas. I also helped out with the waste segregation at the beach shredder following the fires we had there. What should be done with the 2 tubs filled with the magnesium like substance by the shredder. DL: we should put lids on them. KC: and store them in the hazardous waste warehouse. RC: I have a few points to bring up concerning the decon procedure in the S1/S4 area. What will be the procedure for the water and fuel trucks to enter the site and fill up the two tanks. KC: the trucks should approach the decon from the clean side and go around the trailer (with the hose) by the back (left) side right to the other end of the trailer where the tanks are located, the back side is cleaner and anyway the road was made of clean sand. RC: the whole S1/S4 area should be better cordoned off to prevent unauthorized people from going in, during as well as after work hours. ML: people should definitively not go in that area, did you have a something to suggest. RC: not really. MK: maybe we should remind people during morning meetings. RC: just to make it clear to everyone, the only extra PPE required for people just inspecting/visiting the contaminated areas is only rubber boots. ML: right. RC: We now have running water in the trailer, how are we going to manage waste water. MK: we have wastewater tanks under the trailer that could be hooked up. KC: hand wash water from the sinks can be dumped directly on the ground. DL: what about the toilets. KC: they have been taped shut. RC: could we start calling the former maintenance building by its proper name, *i.e.*, PCB storage building.	
6	Medic RS: 27 visits to the clinic this week with only one severe (*i.e.*, potential chemical burn to the patient's eye). I was impressed with the rapidity by which the slippery kitchen floor problem was addressed and corrected by	

	Moonie immediately following the H&S meeting (*i.e.,* rubber mats were installed on floor). Fire / Rescue team members and leaders list presented to PMT members. Other documents presented to PMT members include: memo proposing the creation of an Incident Command Centre (ICC), summary of Fire / Rescue activities during training session #6. A foam discharge unit was placed in the radome building and training on this equipment will soon be given to the Fire / Rescue Unit. Its current location is not ideal, we should have a wooden shed built to store it in. The current set of fire plans will need to be updated, we would like Sinanni and Queen's to help us out by providing the required information. Following a recent inspection it was confirmed that additional smoke detectors will need to be installed in the medical office, in the health and safety office, and in the decon trailer. There is no fire alarm in the ASU lab, the decon trailer, the medic room, and H&S office. MK: I will see with Jack if it is possible to get an alarm system wire to these locations.	
7	Assistant Site Superintendent MK: the new laundry room is now operational. The new ladies washroom is almost complete. Most roof leaks have been repaired and we are just waiting for a clear day to go on the roof and finish the work. The training centre is almost complete. One new furnace has been installed in camp and the other ones will be installed shortly. The slippery floor problem has been fixed by placing rubber mats on the floor. The modifications to the mud room have almost been completed.	
8	Engineering KC: the treatment of the phenol contaminated water from the POL tanks is complete. All the treated water was discharged to the pit. There is still about 1 inch of water, sludge and fuel in the bottom of the 2 POL tanks. I am concerned with the 2 gashes and the top openings in the POL tank closest to the beach. If snow and rain enter through these holes we could end up with more contaminated water next year. DL: we could block the holes to prevent water from going in, but if we clean out the bottom of these tanks we could let snow and rain go in without worrying about contaminating water. Let's wait until Harry comes back before making a decision. KC: oil incineration is going well and drum washing too, we will need some more empty drums soon. We finally received the vac truck operating manual and so we changed some of our operating procedures. The truck is working very well.	
	Meeting adjourned at 6:10 PM	

Resolution Island Project Project Management Team Meeting		
Date: August 14th, 2001 5:00 PM	**Present at the meeting:** Dave Lorenzen (DL) Moonie Kolola (MK) Rahul Singh (RS) - Chair Maggie Lau (ML) Jodie Bonsall (JB) Roy Caley (RC) Peepeelee Qappik (PQ) Karl Côté (KC) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	RS: Any comments or corrections to last week's draft PMT meeting minutes? DL: It should be specified that the tubs were filed with CEPA > 2000 ppm soil. MK: The minutes should say that the ladies' washroom is almost complete, not fully operational. RS: If that's all, then the minutes will be accepted.	
New Business		
2	On-Site Financial Comptroller PQ: Elisapee is still working in the office, however today, Maggie was reassigned from the office to do other work. The planned visits are still to take place, the INAC visitors did not come on August 11th. As for finances, people in the Iqaluit office are backlogged, since James was alone to work in the office I only have approximate numbers, however these should be pretty close to the real results. I don't have the payroll results yet, in terms of total project commitments 57.6 % has been spent, airfare is at 63%, accommodations at 12.7%, communications 87.7%, transport and delivery is a little over budget, camp O&M is at 103.6%, supplies and materials are at 87.6%. There are quite a few purchase orders in process now. And besides that we have started writing office procedures.	
3	Heavy Equipment Operations DL: 8 tubs of CEPA soil > 2000 ppm are presently stored at the staging area awaiting to have lids put on them. We have stockpiled soil at different areas along the road for maintenance purposes, this will be practical when we need to carry out road maintenance. Following the battery dump clean up, 2 wranglers of batteries and a drum of soil were long lined up with the helicopter from the dump to beside the training centre and these will be sent down to the hazardous waste storage warehouse soon. 52 loads of CEPA soil from lower S2 area have been hauled to the screener. Pit run was hauled from below airstrip and stockpiled right the S4 area, this is used	

	to extend road for the vacuum truck. The vacuuming of the S1 area is about 3/4 finished. 26 drums removed from cotton grass site without incident (*i.e.*, no spillage or leaks), hauled to staging area and placed on a plastic membrane and geotextile liner, and tested by Queen's. Loads of PCB soil hauled from the screener to the PCB storage warehouse.	
4	Queen's ASU ML: like Dave mentioned, we have tested all drums from the cotton grass site, soil contamination there will be assessed following the results from the drum testing. The battery dump clean-up was completed, Karl asked me to sample and analyze the soil in the drum, this will not be necessary since we contaminated with lead. The CEPA soil in the drainage pathway from S1 was to be excavated down to 30 cm but bedrock was reached before, so that area will need to be vacuumed. The sample results from the remaining drums stored at the incinerators were received and have been given to Karl. The beach dump has been delineated, of the 27 quadrants, 7 have lead concentrations at Tier II levels and 1 is at the Tier I level, as for PCBs, only 1 quadrant is at the Tier I level, we don't know if and when we will excavate the soil. RC: so no more excavation at the beach dump this year. DL: we should wait until next week when Harry's back before taking any decision on that.	
5	Assistant Site Superintendent MK: the fire alarm is now 100% operational. The training centre has been completed, except for the generator shed. The ladies washroom is operational except for the sink. I have been doing quite a bit of carpentry work since we were a little short on staff. O&M has been a little slow because the staff was being used on the vacuum truck and at the incinerators. Charlie is back so he will install the new furnaces, starting with the worst ones. We have started building a separate room in the INAC office.	
6	Health and Safety Officer RC: 2 minor accidents to report but no loss of time, the first was a bruise of the upper thigh when the patient was hit by the pallet lift, the second was a swollen knee. We moved the safety equipment out of the warehouse and put it in the storage room beside the laundry room. Camp audits were carried out but not too much to report, it is getting hard to to find things to correct which is good news in a sense. The roof leaks have been repaired. As for the SCBA equipment, I suggest that it be sent out at the end of the season for maintenance and check up so it will be in good shape at the beginning of next season, I think we should send them out every 3 years as a good practice. RS: we will be spending more than 1000$ on equipment this year, and so I complained to our supplier because our regulators were not functioning properly, as a result they offered to do the repairs for free.	

7	Medic RS: we conducted 3 fire rescue drills, the first involved putting out a rubbish fire, the second delt with the proper methods of using a compressor to fill air bottles, and the third was a blind search and rescue drill. We have found another defective SCBA device, leaving us with only 5, we have arranged to have some shipped to us and have the defective ones repaired. Today we carried out the inspection and testing of the water pump and connectors. Signs have been posted up on fire doors reminding people to keep these doors closed at all times. We are finalizing the fire plans, Sinanni will provide AutoCAD drawings, in the following days, we are still waiting for the lab fire plan from Queen's. As for medical cases, there are no severe cases to report.	
8	Engineering KC: Gave a quick update on the status of the 2001 work plan. Most of the planned activities have been completed. Soil excavation at the S1/S4 area is going very well, as of August 9th, we had excavated approximately 700 m^3, which is over our objective of 500 m^3, and we will keep excavating. We still need to install the silt fence trial barrier. 2 potential locations have been identified and the work will be conducted soon. We still need to complete the main PCB storage facility electrical work. MK: Jack has started looking at that. And we have yet to convert the radome building into the project's site office. MK: we have started cleaning up and moving stuff out of there. KC: The 2 other activities in the site facilities / camp improvements section were identified as to be done if time/budget allows. Discussed the management of used vehicle and heavy equipment oil and fuel filters. Found some in the landfill that had been incinerated and some that had not. Disposal options should be brought on the table when Jacques and Harry get back. DL: I agree that we shouldn't just dump them in the landfill.	
	Meeting adjourned at 5:55 PM	

Resolution Island Project Project Management Team Meeting		
Date: August 18th, 2001 1:15 PM	**Present at the meeting:** Joe Erkijuak (JE) Harry Flaherty (HF) - Chair Moonie Kolola (MK) Rahul Singh (RS) Allison Rutter (AR) Sarah Keys (SK) Richard Paton (RP) Roy Caley (RC) Chris Giroux (CG) Jacques Dion (JD) Philippe Simon (PS) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Activity Planning for the coming weeks		
1	HF: called the meeting for the purpose of planning scheduled activities for the remaining four weeks. Already 1.5 month done. Want to make sure all identified tasks are coordinated, equipment and labour are assigned. DIAND (Scott Mitchell and Nathalie Plato are coming next Monday. The media (with camera) will be here on next Tuesday, and DIAND officials and QC management will come for a day visit on Wednesday.	
2	Queen's ASU HF: Would like Queen's to summarize results at the S1/S4 area. AR:Grids G13, G14, H13, H14, K18 were already signed off. Grids H15, I15, K19, K20, L19, L20 are also completed and forms will be provided for signature. Vacuuming will be required for CEPA on grid J18, K16, K17, I16 and J16. HF: suggest we walk the area with PS and JE to determine where to excavate/vacuum. HF: We need more space inside the main PCB storage area. We will need to move the blue drums and the six wooden boxes out temporarily and deploy geotextile/geomembrane on the floor to continue stockpiling from the other side. HF: Are results available for the beach dump? AR: A map was prepared, results indicate Tier II Lead on approximately 1/3 of the area more at the bottom. There is one Tier 1 PCB quadrant (not shown on the map). HF: Since the top area is clean, we can start backfilling/landscaping. That way we will get access to some remaining empty drums in the creek. AR: What about the dump across the road? CG: There are drums buried there. HF: Might as well address it using the same protocol. We still need to remove some drums from within the beach dump. There were in permafrost but now it has melted. HF: Does Queen's has results from samples taken during the investigation	

	at the airstrip dump? AR: The first test pit, the one that contained a transformer and the one Scott dug last season are all CEPA. These are all from hot spot areas found during last season delineation. HF: We will wait for directions from DIAND to know whether we are addressing the CEPA in this dump this summer or not.	
3	Incineration - Waste oil HF: Would like JD to summarize his plans for the rest of the season. JD: Wants to clear the barrel cache valley from drums and sort/stage them at ship-south, non-tested and incineration locations. Wants to clear barrels from other locations as well. Ship-south drums will be segregated (flammable, class 9), labeled, stapped on pallets and stage inside the hazardous waste storage building (beach). Except for DND drums staged nearby, we don't have any more waste oil to burn near the incinerator. We may need to shut it down temporarily. There is 4 drums that need to be sampled/analyzed at the incineration platform. AR: will look into that. JD: Apart from clearing barrels, the barrel washing will continue. The boom truck will be needed for about 1.5 week. HF: How many people will be needed. JD: Approximately 7 (2 on boom truck clearing drums, 2 on the barrel washing station, 2 for ship south drums plus 1 (rusty) running the incinerator). JD: Would like Queen's to show the drums that will require the remote barrel opener. AR: Will show two drums.	
4	Engineering HF: Would like the engineer to take care of item 2.2.3 of the workplan (trial barrier installation at the furniture dump). PS: a design was already submitted in 1998. Will make sure this task is completed within the next two weeks. Will also coordinated all CEPA soil vacuuming operations.	
5	Assistant Site Superintendent - Camp Operations CG: the fire alarm is now 100% operational. The training centre has been completed, except for the generator shed. The ladies washroom is operational. Fans in the bathroom and the rec. room were installed. Furnace installation have started. One was installed. HF: The trainer center shall be completed asap. Communication and emergency equipments have to be installed.	
6	Medic RS: Provides a summary of FRT training from August 1 - 15 and training session #9. Also provides a summary of medical visits for the last week: 16 minor, 7 moderate and no severe cases. More moderate cases (7) occurred and were reviewed: nausea, mild strain to an ankle, bruises to the thoracic region, back strain caused by sciatica, dislocation of a finger. RS: Also provides a spill response plan for review by the PMT.	
7	Health and Safety Officer RC: Gave a WHMIS course. Workers were trained in filling fire extinguishers. 8 accidents were filed since August 1. Accident reports were	

	submitted to the site superintendent. HF: it's often the case during this time of the season. Supervisor has to be careful with their crew and enforced safety rules.	
8	Heavy Equipment Operations JE: The IT24 will need to be decontaminated before it can leave one side of the maintenance building. RC: Will supervise the operations.	
	Meeting adjourned at 14:05 PM	

Resolution Island Project Project Management Team Meeting		
Date: August 22nd, 2001 10:15 AM	**Present at the meeting:** Scott Mitchell (SM) Harry Flaherty (HF) - Chair Dave Lorenzen (DL) Moonie Kolola (MK) Rahul Singh (RS) Allison Rutter (AR) Asa Chong (AC) Natalie Plato (NP) Roy Caley (RC) Chris Giroux (CG) Jacques Dion (JD) Peepeelee Qappik (PQ) Philippe Simon (PS) – Minutes	**Location:** training centre, RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	HF: Welcomes everybody. Concerning the last meeting minutes, the beach dump should be replaced by the airstrip dump on item #2. Any other comments on the August 18 meeting minutes? AR: It should be mentioned that blue drums temporarily staged outside to increase the capacity of CEPA soil stockpiling will be placed inside the main PCB storage before the end of the season. SM: Not necessarily, they were stored outside in Iqaluit. NP: That was in a secured/fenced area - airport), it may be different here. SM: Will verify with Environment Canada to see if the blue drums containing CEPA concrete can be stored outside. HF: Concerning this topic, we will leave the minutes unchanged. RS: Would like to see the statistics (medical visits) on minutes for consistency. HF: With proposed changes, does everybody accept the August 18 minutes? All: yes.	SM to verify with Env. Canada for outside storage of blue drums containing CEPA concrete over next winter
New Business		
2	Agenda HF: Would like to use this meeting to discuss specific topics related to operations .1 the clean up at S1/S4 valley (specially debris); .2 the management of PCB contaminated metal debris; .3 the management of Tier II soil/demolition debris. .4 3.1 m^3 conical shaped steel containers Concerning item no.3, we need to identify a landfill location and probably make a recommendation to SMT. It's too late in the season to start any	

	construction. Concerning item no.4, a document was submitted by Sinanni. Problems were identified. We will probably need to send a letter from the PMT to the SMT regarding this issue. JD: Would like to add an item to the discussion. What are we doing with the contaminated soil found at the cache valley, the imploded tank, the containerized mercury, lead and zinc contaminated soil? SM: Would also like to discuss the scheduling of post-season PMT and SMT meetings.	
3	<u>S1/S4 valley</u> HF: Would like AR to present an update on confirmatory testing at S1/S4 valley. AR: Will starts with quadrants that were completed. K19, K20, L19, L20, I18, H15, I15 and I14 were just signed off. Vacuuming was done on H16 and H17 and these grids can be signed off. More CEPA was found on grid J18 after vacuuming. It's OK on surface but the contaminant appeared to travel at the bedrock level. As discussed with PS, depth samples were taken this morning to estimate the volume of remaining material and to see whether this area can be vacuumed or if it's more convenient to bring back an excavator. SM: For the areas that were vacuumed, should they be backfilled with clean gravel? We don't want to run into situations like last season where an area was cleaned but got recontaminated with runoffs. AR: Last season was different, some cleaned areas were surrounded with CEPA. For all areas, if there are sediments next season, we won't be sampling since all surrounding and upgradient areas are Tier II or less. HF: Concerning backfilling, we will keep this in mind before the end of the season. DL: There is still a 30 cm surface layer under dish A that needs to be shoveled. HF: Can we use a bobcat there. DL: It will be difficult to bring it there. AR: For one of the >2000ppm PCBs area, there is a lot of wood debris on the ground (on quadrants K14, K15). HF: These are old crates. AR: The question is, do we consider those as Tier I, Tier II, or CEPA? HF: This is different than the S1/S3 floors where liquids were dropped on wood. Now we have wood lying on highly contaminated soil. The transfer of PCB on the wood should not be as bad. AR: We will get formal results from samples of small wood parts collected on the ground, but preliminary results indicate these are probably CEPA. AR: Maybe we could remove the parts that are sticking up (i.e. never in contact with the contaminated soil). SM: Could we shred the CEPA wood so we can reduce the volume of what is to be containerized? AR: We shouldn't do that because the shredder will get contaminated and we will remobilize the contaminant. HF: We won't remobilize the contaminant since we are planning to place the shredded CEPA wood directly in large steel containers. AR: We will contaminate the shredder though. JD: We just have to do a wipe test before and after. SM: We discussed this alternative with Environment Canada and they said it was OK. HF: Cleaning the shredder should not be a problem. SM: If we can clean the excavators, we should be able to clean the shredder. No need for wipe tests, we're not doing these with excavators. JD: We should be more	

	concerned with dust emissions during shredding. SM: The material is mostly wet, will be directly containerized so dust emissions will be minimized. CG: How will we be cleaning the shredder? JD: we can use rags and fuel. HF: Would like the wood debris on >2000 ppm CEPA to be addressed this season. SM: Instead of Queen's testing every pieces of wood, can we agree that anything in contact with the soil and/or the first 6 inches sticking up from the ground shall be considered as CEPA. The rest shall be considered cleaned. AR: comfortable with such an idea. NP: Could we verify by testing that wood parts sticking up by 6 inches are OK. HF: We will need to come with a protocol. The shredder will need to sit at/near the contaminated area. AR: That's for wood lying on >2000 ppm PCB contaminated soil. What about wood on CEPA soil. SM: It should also be tested to come with a protocol. AR: Will prepare a protocol based on testing results. The priority in the lab will be to get results for the wood. Confirmatory testing for soil from the S1/S4 valley excavating/vacuuming operations may need to wait. HF: Can we expect this protocol for next Monday the latest. AR: Yes. Results of wood samples should be available by the end of tomorrow.	AR to submit a protocol for managing wood on >2000 ppm CEPA soil
4	<u>Tier II soil/debris</u> HF: A document was submitted by Sinanni concerning the management of Tier II soil/debris. PS: To summarize this document, Tier II soil and debris landfilling will be required only for material that needed (or will need) to be removed in order to reach CEPA soil. Two potential locations are also presented, one at the beach, one at the summit. Some design features are provided. Conceptual design was also previously presented (1997). No recommendations are provided as to whether one site is more suitable than the other. Advantages and disadvantages of both areas are discussed. After a site investigation, two other locations were proposed in addition: near the airstrip and near the imploded tank. SM: the location near the imploded tank was ruled out based on the risk of finding hydrocarbons following excavation for bedding. SM: Two requirements should guide the selection of the site this season: are they surveyed and can they be extended? HF: During a previous meeting, it was decided that all PMT members were to walk the 2 proposed sites. My last choice would be the one at the beach because of drainage water and proximity to the lake. Thus, the area at the top should be selected. SM: Were all these area surveyed. PS: The one at the beach was throughly surveyed. Should we be talking about the one where metal debris and Tier II soil from the Furniture dump are stockpiled, this area may not be totally surveyed. SM: Surveying will than be required this season to get the secured landfill volume capacity. PS: If we use that location, we will need to remove the metal debris and the Tier II soil temporarily stockpiled after the Furniture Dump excavation to prepare the surface. SM: That should not be a problem. PS: A potential design is permafrost encapsulation. Other designs of a secured landfill can also be evaluated. AR: Maybe we should step back. We will be placing part of the contaminated soil from the site in a secured facility while most Tier II soil will still not be excavated. It maybe time to have a broaden perspective concerning that issue. SM: It took many years for DND to have the Inuit	Engineer to make sure the potential locations are surveyed

	agree that contaminated soils be buried on DEW Line site. In terms of perceptions, I don't think DIAND could do something below what is presently done. NP: Would having a secured disposal facility will change our Land Use permit? SM: It will certainly do. AR: I will have to verify, but there are contaminated soils at the proposed Tier II disposal area at the summit area. NP: If we are building a secured disposal facility on a contaminated area, this may pose problems when post-construction monitoring will be conducted. Will we need to conduct soil and groundwater monitoring for this site? SM: DIAND committed for long-term monitoring. SM: We will need estimates from the Engineer on volumes of Tier II metal debris, Tier II PCB soil from the Furniture Dump, the S1/S4 valley, the S1/S4 beach and CEPA soil screening operations, Tier II lead and mercury contaminated soil from previous excavation and beach dump clean up, and hydrocarbon contaminated soil from the imploded tank and the barrel cache valley. We will also need conceptual design and cost estimates. PS: Would it be possible to get a copy of a report prepared in 1999 by another engineering firm (UMA) on the subject? This report was never made available. SM: No problems, a copy of this report shall be on-site. HF: We will need to submit this document to the SMT, inform them of what the PMT decided so they can approve and/or recommend modifications. NP: Are we proposing only one solution. SM: We don't need to request the SMT to decide on alternatives if the PMT made a choice on an issue. NP: We may agree on the best location for the facility but options in terms of design features could be proposed. HF: We can submit options.	Engineer to provide volume estimates, conceptual design and cost estimates DIAND to provide a copy of previous design/cost estimate study to the Engineer
5	<u>Tier II metal debris</u> HF: As everybody must be aware, we have a pile of metal debris contaminated with PCB at Tier II level temporarily stockpiled after clean up work at the Furniture dump. A document on disposal option analysis was submitted late July by the Engineer and the technical advisor. Four options were proposed: .1 off-site disposal to a metal scrap dealer .2 on-site disposal within a secured disposal facility .3 solvent washing .4 soap and foaming agent washing HF: Would like the technical advisor to discuss the different options. JD: To start, we have approximately 100 m^3 to deal with, assuming we will get some more contaminated metal debris from the CEPA area at the airstrip dump. That's a very small volume for a solvent washing process to be cost effective. Contractors will require samples for testing, before submitting a pricing proposal. For soap and foaming agent washing, we have to consider that water based solution will need to be treated and collected sludge will have to be disposed off-site. This approach may also not be cost effective. Furthermore, Queen's have done soap washing lab tests which were not successful (i.e. PCB levels were lowered but still at Tier II).	

	PS: In addition to cost effectiveness, these two options represent a concern in term of health and safety. Large pieces of metal will need to be handled. Because of PCB contamination, cutting them in smaller parts is to be ruled out. JD: The remaining two options (on-site and off-site disposal) appear more feasible. PS: Based on the evaluation of the 4 options, it was recommended that Tier II metal debris be disposed on site within the future secured disposal facility. HF: When washing the metal debris was discussed (December 5 and 6, 2000 PMT meeting in Ottawa), a decision concerning the Tier II soil/debris was pending. Since we know we will have to construct such a facility, does everybody agrees that Tier II metal debris should be landfilled in the secured facility? All: Agree. HF: Then, a formal recommendation to the SMT for on-site disposal will be forwarded to the SMT.	A letter of recommen-dation from the PMT to be forwarded to the SMT
6	<u>3.1 m^3 conical shaped steel containers</u> HF: In January 2000, the Engineer had provided requirements for steel containers as part of the preparation of the Environmental Impact Statement (EIS) by DIAND for the Nunavut Impact Review Board (NIRB). In December 2000, it was decided that testing had to be initiated to have this containers in compliance with Transport Canada requirements. Tests were conducted in January. In February 2001, we had a meeting in Montreal with the Engineer, SM, myself and Bennett representatives (i.e. the contractor selected for shipment and disposal of CEPA soil from Resolution Island). It was agreed that this type of container was more suitable than other existing alternatives for the shipping and disposal project. On May 26, during a conference call to finalize the budget, I personally insisted that at least 75 units be purchased this year. The original budget had provision for about 600 units but it was cut back. We will eventually need 600-700 units for Bennett to conduct the shipment/disposal project. The PO for the manufacturing of the 75 units was issued on June 11 2001, less than 4 weeks before sealift. When they arrived on site, 8 of them were damaged after mismanagement by the marine shipping company. Then, once we used them to containerize CEPA soil, we found out that a couple of them were leaking from the bottom. In August 1st 2001, a decision was made not to use these containers anymore for the remaining duration of the season. Now, we still have about 50 containers. It was requested why the containers are not exactly the same as the one following the last results of drop tests, not on specs with what is written in the EIS. We may not resolve this issue at the SMT level. The SMT will be requested to review and decide what to do. PS: When writing their EIS, DIAND called us to get information and preliminary design for the container as per initial discussions concerning this aspect of the proposed shipping/disposal project. The letter that was sent in January 2000 end up as appendix 4 of the EIS. The topic of containers came back in December 2000. At the Ottawa PMT meeting, we were requested to initiate testing to have approval from Transport Canada. As per previous discussion with the Transport of Dangerous Goods Directorate, their main concern was integrity. We then proceed with drop tests as per their suggestions. We started with one steel thickness for walls (gauge 11) and the test failed (i.e. soil was spilled from the box) mainly due	

to the number of bolts attaching the cover lid. For the second test, the steel thickness was reduced (gauge 14) but the number and size of bolts was increased. The drop test passed. After informing Transport Canada on test results, we received a letter stating that for such types of containers, no specific standards apply when shipping class 9 solid (i.e. CEPA soil), it's to the expediter to insure the container's integrity. No further steps were taken after this, since the response from the DIAND Minister on NIRB's recommendations was not yet provided. Therefore, we were expecting that the shipping/disposal project was not going to proceed in 2001. Meanwhile, a private company specialized in soil remediation (Biogenie) approached us in order to propose this type of containers when bidding on a PCB excavation / containerization / shipping / disposal project (Fort Albany - old military station located on the south of James Bay, North of Ontario). The information was provided to them knowing that such a collaboration would be beneficial to our project. At the end of March, Biogenie was awarded the contract which is very similar to what has to be done at Resolution Island (i.e. containerization of CEPA soil, marine shipment to Port Saguenay, road transport to Bennett's Recupere Sol in St-Ambroise). They tendered the manufacturing of 1000 steel containers. They got prices ranging from $1000-$2000 per unit. They made small modifications to the design, mainly to the footing and got Transport Canada involved in the process. They let us know that if we needed a small number of containers for trial, they could include our order in theirs, for us to get a better manufacturing price based on volume. In early June, when it was confirmed that 75 containers were needed and funds were available, we turned to Biogenie and requested the units to be built and delivered in time for sealift (4 July 2001).
PS: Everybody knows that containers leaked when filled on-site with water saturated soils. That is a problem. In terms of compliance, very minor adjustments are required to have them meet the TDG requirements. It's just a matter of sealing the bottom weld with tar pitch, caulking or another weld. Should we bring them to EIS requirements, we may have to work on other aspects. During transport and handling, painted surfaces were scratched. It is mentioned in the EIS that containers should last at least 15 years if dropped in the ocean. The epoxy coating (corrosion protection) can be touched up easily on site to meet the corrosion resistance requirements. Early in the process when we started discussing these containers, it was written that compared with wranglers, the steel containers can be more easily repaired on-site. Finally, the rubber gasket may not be sufficient to have the container totally waterproofed. However, the gasket allows to meet the requirement for class 9 solid (i.e. water tight so neither rain nor road spray can come into contact with the dangerous goods). To exceed this requirement and have them waterproof, Transport Canada specifies that they need to sustain a 20 psi (3-4 psi) pressure for 10 minutes without leaking. We did the test on site with the existing gasket using a 8 feet head of water and it failed. Epoxy paint and new gaskets were brought on-site and for these criteria, they can easily be modify to meet the EIS requirements. For us, these are minor adjustments. We've talked with Biogenie last week and 300 containers were filled and ready for shipment. Out of the 300 containers, 20 had small leaks like we had because wet soil were containerized or rain got in before they were filled. They are now

	putting caulking to address the problem. By the end of this week, they will have more than 900 units of the same exact container filled and sealifted. HF: The bottom line is that the containers don't meet the specifications for thickness of the top lid and the bottom plate, weld and paint. NP: Are the meeting the specifications provided when ordered, otherwise we could returned them. PS: Yes, they were built to the specs. SM: Operational wise, we have problems handling them, we don't have yet a solution to lift them. HF: We are stocked with 50 containers. Do we modify them our self? Do we ship them back? Is it the full responsibility of Sinanni? DL: Yesterday, we tried to lift one up at the beach with a fork system that the mechanic built, and it didn't work. PS: Biogenie is handling 900 units and they will provide every details on how they operated at the end of the season. That is one of the reason we collaborated with them, so the project can benefit. For lifting, We already showed a design of a spreader bar that they are using. We also purchased slings to be used with this spreader bar. HF: From what has been discussed, we only have one option: those containers will have to be modified on-site. However they won't be modified this season. Before, we will need the SMT to take a decision who should be responsible for the modifications and cost associated. Should it be the project, should it be QC, should it be the Engineer or should the responsibility be shared. We will need to send a letter to the SMT concerning this issue.	PMT to sent a letter to the SMT concerning the responsi-bility of modifica-tions required on the steel containers
7	<u>Post-season PMT and SMT meetings</u> SM: Would like to determine an approximate date and location for the post-season PMT meeting. Every year, we have a meeting to wrap up the season and initiate the planning and requirements for the next season. HF: In terms of a date, would like to have it somewhere before the last week of October. All: Agree. HF: Anybody has a suggestion where the meeting should be held? SM: Would like either Vancouver or Victoria. NP: It could be held in Iqaluit. HF: For the last off-site PMT meeting scheduled in Edmonton last May, we had to cancel at the last minute because of a storm. AR could not be notified and traveled for nothing. Following this, I made her a promise that the next meeting would be held in Kingston. We should vote for those in favor of Kingston or Victoria/Vancouver. Majority: Kingston. HF: The SMT meeting should follow the October 2001 PMT meeting in Kingston.	Post-season PMT meeting to be held in Kingston toward the end of October
	Meeting adjourned at 12:40	

Resolution Island Project Project Management Team Meeting		
Date: August 28th, 2001 13:10 hrs	**Present at the meeting:** Scott Mitchell (SM) Harry Flaherty (HF) Dave Lorenzen (DL) Rahul Singh (RS) Graham Cairn (GC) Asa Chong (AC) Roy Caley (RC) Chris Giroux (CG) Jacques Dion (JD) - Chair Peepeelee Qappik (PQ) Philippe Simon (PS) – Minutes	**Location:** RI

Item	Issue	Follow Up
	Items for Discussion	
Review of Minutes from Previous Meeting		
1	JD: Welcomes everybody. Any comments or corrections on the August 22 minutes. GC: Concerning the Tier II disposal facility (item #4), the hydrocarbon contaminated soil from the imploded should be bioremediated instead of placed inside the facility. The light hydrocarbons may mobilize the PCBs. For the cache valley soils, since the contaminants are mostly oil&grease, they can be landfilled. JD: At the imploded tank, there are also free products to be removed. PS: Agrees that these soils should not be mixed with Tier II PCBs. However, the volume from the imploded tank appears small, is it cost effective to landfarm? SM: We will need to define options for this soil. JD: Maybe the barrel cache valley contaminated soil should be addressed similarly.	
New Business		
2	Queen's ASU 3 quadrants were just signed off. 4 new grids will also be signed off by the end of the season depending with the vacuuming operations. We should have a total of 21 quadrants completed this season. HF: Thanks the people in charge of operations, thanks DL. SM: That is excellent. PS: We will also be vacuuming CEPA soil on two other grids (K16, K17) for the rest of the season. We will have to verify if those can be signed off. HF: What about the grid that was Tier II (J16). CG: It's now CEPA and will need to be vacuumed. JD: Did we started shredding the CEPA wood. HF: We only started with Tier I wood. A protocol was submitted by Queen's but it was sent back for some information to be added (date, concerned area, submission). GC: These are small additions. Allison is in Holiday. It should be done fast.	Queen's to resubmit their protocol for wood in S1/S4 CEPA areas
3	Heavy Equipment Operations DL: The wood removal/hauling have started yesterday. The claw is used to pinch	

	wood parts that are sticking up by 6 inches. 2 loads were already hauled to the shredder. We are washing the tires of the truck every time it's leaving the CEPA area. The beach screener has been moved. It was operational this morning. The new road to the radio pit was construct to avoid the sharp corner, for safety. This road was graded twice. 8 loads of pit run was already stockpiled along the road ready for next year for road maintenance. Also, about 200 cleaned drums were moved to the shredder at the beach. The lower road location to the S1/S4 valley in order to access excavation areas next summer was picked. It will be passing behind the furniture dump to stay on clean ground. Finally, before the end of the season, we are planning to conduct additional work at the beach dump. The 322 excavator with the grapple attachment will be mobilized and used to remove remaining drums found earlier in permafrost.	
4	Finances PQ: As of today, a total of 70.3% of the budget has been spent. Main line items exceeding budget are: satellite phone (111%), camp operation and maintenance (115%), steel containers (106%). We are keeping track of all purchasing on a database. This database is used to make the variance report submitted to DIAND every two weeks.	
5	Health and Safety RC: Only one minor incident involving an ATV recently occurred, and their was no injury. The safety committee has put forward three recommendations: that safety orientation session be provided next year to all QC staff, subcontractors and Queen's staff; that more appropriate kitchen floor mats be purchased for the next season; and, that SCBA regulators be sent out for maintenance over the winter. RC: I already got the approval for the SCBA regulators. As for the safety committee, we have achieved 6 of the 7 goals established early in the season. The safety committee was very successful this season.	
6	Medic RS: There are 9 items that will be rapidly covered. Over the last week, there were 15 cases of medical visits including only 2 moderate cases (infection, small cut on a thumb). The following documents are provided and summarized: .1 Suggestions / Requirements for Medical Clinic in 2002 .2 Suggestions / Requirements for Fire Rescue Unit in 2002 .3 Speciality Fire Training for 2001 - Agreement with Iqaluit Fire Departments .4 SCBA Equipment for Fire / Rescue Unit .5 Training Syllabus .6 Summary of Fire / Rescue Team Training session #10 .7 Summary of Fire / Rescue Team Training session #11 RS: A Spill Contingency Plan was also provided during a previous PMT meeting. Would like to know if somebody has comments? PS: Went through the document. It covers very broad topics and some of them are not relevant to the project: biological spills, radioactive spills. It was mentioned before that the spill plan has to address potential events on the site and the major risk is large fuel tanks that we have at the beach and near the camp. JD: The plan should also include provisions for a spill at the incineration platform and with the fuel truck. PS: The first part of	

	the submitted document can be used for training, but the F/R team must be prepared to address situations that could occur on site. JD: the document is more a training document than a spill response plan. You need to address the sensitivity of potential spill areas, to determine the equipment/supplies available and already mobilized, and to establish the chain of command. RS: One scenario was already included in the document, we will submit two other scenarios for the PMT meeting to be held in Kingston.	
7	Camp O&M CG: We have moved one fuel tank from the waste oil incinerators to the camp area. The furnace in the mud room is operational. Almost all furnaces in bedroom's hallways were changed. The seacans next to the warehouse were also cleaned. The old genset building at the maintenance building was painted. We also cleared/stripped the second floor of the radome building.	
8	Engineer PS: We are coordinating the CEPA soil vacuuming operations to complete the remaining excavated area before the end of the season. The wastewater treatment unit/supplies were winterized in an empty seacan at the beach. Only the two drums of peroxide need to be addressed but Karl Coté will take care of this task once he's on site. We also conducted a waterproofing test on the large steel container using a new rubber gasket. The test was successful. HF: Did the Engineer made sure all previously identified potential Tier II disposal facility locations will be surveyed this season? PS: Except for one area, the surveying data were collected in 1997. For the remaining location (where the metal debris and Tier II soil from the furniture dump clean up are stockpiled), Queen's ASU will be conducted the survey and will provide us with the data points. GC: It will take about half a day to complete the survey with the GPS we have on-site.	
9	Site Superintendent HF: All the workplan has been completed now. We still have approximately 5 to 7 days of vacuuming and waste oil incineration to finish what was already started. It was mentioned in a morning session that the camp closing date was to be September 12. The sooner we are finished, the sooner we can close the camp for the winter. We are having September weather now. It never snowed like this in August since this project started. Once tasks are completed, the crew will be sent home. The sooner the better, because of the bad weather we are having.	
10	Technical Advisor - Waste POL product management JD: The cache valley is completed. There are no more drums at this area. 80 drums are staged inside the hazardous waste storage facility awaiting for the disposal option (lab results). 154 drums were labelled and strapped on pallets and are ready for shipment. Out of these, 45 are inside overpack drums. All drums analyzed by Queens have been burnt this season. Drum washing will be completed tomorrow. There are only about 85 drums from DND left at the incineration yard. There are also about 100 drums of grease that were staged behind the beach building. HF: Did Queen's ASU provided you with results. JD: I've got some results but the drums won't be moved out of the storage facility this season. GC: Remaining results shall be given today. JD: Would like the incinerator to be winterized at the	

	end of the season, mainly to protect the new control panels from adverse weather. HF: something will be done.	
11	Other Issues HF: Is there any other task that can be identified to keep the crew busy? CG: It has recently been difficult to keep all Junior and Intermediate workers busy. Thanks to JD and PS that took charge of a large crew. JD: You may want to have a crew with ATVs and trailers to collect scattered drums outside of the main road. Should they contain POL, they can be hauled to the incineration platform. Otherwise, they can be washed for shredding. This is mainly for esthetic but that could keep workers busy. PS: The camp dump will need be covered. HF: DL has forgot to mention one task that was also recently accomplished with steel containers. DL: We have tried the new spreader bar with slings to lift a large steel container that was completely filled with sand and water using the crane truck. The box was very heavy but there were no problems. The system works well. For next year, we will need a couple of slings with permanent reinforcing pads for the bottom edges of the box because these corners are very sharp. PS: Mentions that a recent update on a project of shipping CEPA soil using similar steel container (Fort Albany - Biogenie) was obtained. Over the last two weeks, 625 additional boxes were filled and 925 containers were loaded on the ship, and now being transported to Bennett disposal facility in Quebec. Details of procedures used b this company will be obtained next fall. The information provided should be useful to plan for next seasons. SM: On one of the waste oil incinerator, there are flames at the bottom. Is it normal to operate like this and what will be done? JD: We expect to repair this at the beginning of the next season. The steel is too thin and it's difficult to weld. The welder is not anymore here this season to conduct the work. SM: Is it a risk of doing more damage to the equipment? JD: We have assessed the equipment at proximity and nothing seems to suffer from overheating. SM: Will the incinerators be cleaned before the end of the season? JD: They were cleaned two days ago and they will also be cleaned before the complete shut down.	
	Meeting adjourned at 14:20 hrs	