

Item	Issue	Actions
	<p>plan in place, and make sure that everything meets Environment Canada Regulations. Many items needed on sealift to properly package everything for storage and shipment. Will start packaging as soon as incineration is completed. GC: What about plastic barrels from Iqaluit? JD: Will place these in overpacks, lid will have to be removed and placed in overpacks to make sure they fit. HF: Some of them have soil. GC: Yes, but most of the labels were lost during winter. JD & GC will check barrels & find those with soil. JD: Is there any over 10,000 ppm? GC will check. JD: Over 10,000 ppm requires different labels. GC: What to be done with emptied plastic barrels? JD: Wipe test no good, need extraction test. GC: To follow up on this with John Poland. JD: Red vaults will need a wipe test. Have mostly wooden debris. GC: to have swab tests ready</p>	<p>barrels</p> <p>GC to check contam. levels of soil</p> <p>GC to check how to test barrels</p> <p>GC to have swab tests ready</p>
11	<p><u>Tier II Landfill</u> - JP: Landfill saturation & compaction now meeting requirements. Hauling a lot of soil, and following placement with regular surveys. HF: Has JP been testing soil stockpiles? JP: Yes, most tests have passed but they have been borderline, but we have no choice for materials. If anything is far off it will have to be rejected.</p>	
12	<p><u>Queen's ASU Report</u> - GC: have been reducing staff due to reduced work load, and QC's need for female beds. Will bring in more personnel once more work is needed. Next wave of personnel have been delayed 1 week. HF: QC has had to delay some crews 2 weeks, to make sure that operators that we need have beds. GC: Will just be doing background samples for now. HF: Will we be excavating Tier I and II soils at same time? GC: Yes, if landfill volume permits.</p>	
13	<p><u>Health & Safety Report</u> - RD: Have finally received all SCBA's and harnesses sent from Montreal July 7th, spent sometime in Iqaluit until delivered today, except for 6 cylinders sent earlier. Fire crew training pushed back to tomorrow due to PMT meeting tonight. Fire alarm yesterday due to smoke and dust from wood cutting in carpentry shop, smoke detectors to be replaced with heat detectors. Evacuation went very well. Fixed Fire Suppression System in kitchen inspected some repairs to be made. Will hook up kitchen appliances to main fire panel so that they will be shut off if fire alarms go off. Empty fire extinguishers sent to Iqaluit to be recharged. RI following up and will be filled & returned soon. Results of the special H&S meeting on exceptions to wearing hard hats presented: not required in Garage unless lifting or loading occurring, also not required in warehouse. Needed outside all of these areas. RD: Does the PMT accept these modifications? HF: Public works policy says that any equipment above 10 feet in the garage requires a hard hat. When heavy equipment is in the garage there is a risk of head injury. HF suggests that when any heavy equipment in garage a hard hat is mandatory. All agree.</p>	
14	<p><u>Heavy Equipment Report</u> - JE: Had problems with natural wear and tear causing breakdowns on equipment, especially while working with rocks. Short of operators, only have 13 including Andrew at the moment. Decon trailer will be moved using D6 and IT24. HF: This will be done tomorrow night. JE: Need</p>	<p>GJ to provide updates to JE on soil production numbers</p>

Item	Issue	Actions
	to prepare area where decon will be placed. JE requests numbers for soil production. GJ to provide. Batiste Tootoo has been a big help. HF: JE has helped a lot at Tier II Landfill, it is good to have experienced operators. JP: JE is very good on packer. JE need to fix road to old water lake. HF: Yes water truck keeps breaking down.	
15	<u>Tier II Landfill</u> - GJ: Work at landfill is finally progressing well. Had trouble at beginning because we had trouble getting the berms from last year to proper moisture levels. Now that is done and things are advancing quickly. The east berm will only require 1 or 2 more lifts to complete. Karl Cote has installed stakes on the southern berm, the final level is 1 foot over the top of the stakes. The final level for the northern berm is being marked on the cliff face. This is all being done using surveying equipment. The west berm will be started once the east berm is completed. Karl estimates that if all goes well we should be done the berm construction within 10 to 15 days.	
16	<u>Hydrocarbon contamination under camp buildings</u> - GJ: Sorbent pads have been layed down under neath the building. They are being replaced as they become saturated. There is still diesel fuel held in the snow under the building. The pads will be left in place until all of the snow has melted.	
17	<u>Site Coordinator</u> - RI: As of July 10 th have used 86.7 hours of helicopter flying time. Still have 152.4 left. Have had 8 charters out of 16. Remaining charters to be used for demob. Queens needs 3. RI would like to start joining orientation sessions. RD to make sure she is present.	RD to make sure RI attends orientation sessions
18	<u>Budget Update</u> - HF Budget still within estimates. Only item that is close is vehicle repairs where over 80% has been spent to date.	
19	<u>Superintendent Update</u> - HF: We are currently operating 12 hours per day 7 days per week, IT38 down for a short period where engine was removed and sent to Iqaluit for repairs. Tour by INAC personnel on Wednesday, they were very impressed with work that has been done. Some of them were more interested with equipment & what to do when demob occurs. Had a meeting with Lou Spagnuolo, EBA is doing a report weekly, Lou says that report will be provided to QC. QC will also provide bi-weekly report to EBA. HF sees this as a good idea to keep communications open. With harsh spring , and all problems since start everyone has done a really good job trying to get caught up. Having a really hard time finding good operators. Has had to let some people go due to poor work ethic and bad work. Has hired 3 more, and will try to hire more, so trying to keep rooms open for new operators.	
20	<u>Next meeting</u> - HF to consult with all members to see when next PMT meeting is needed.	HF to schedule next meeting as needed
Meeting adjourned 20:05		

**Resolution Island Project
2004 Field Season
Project Management Team Meeting**

Date: August 4 th , 2004 19:00 hrs	Present at the meeting: HF: Harry Flaherty - QC (Chair) JG: Jeremiah Groves - QC JE: Joe Erkidjuk - QC DL: Dave Lorenzen - QC AB: Andrew Bullion (Medic) - QC PS: Pierre Sansfaçon (H&S) - Stabilis KP: Krysta Paudyn - Queen's ASU JR: Jason Reske - UMA PB: Pierre Bergeron - Stabilis CB: Cathy Baptista - QE (minutes)	Location: Conference Room, Resolution Island, Nunavut
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Item	Issue	Actions
1	<p><u>Review of minutes from July 16th PMT meeting</u></p> <p>Minor updates to items 3, 4 and 12.</p> <p>KP: Still under item 12 - clean up and stockpile only Tier II because volume of landfill remains uncertain. HF: That is not in the protocol. We must stick to the protocol agreed upon by the federal government and the PMT. Will meet with Allison early next week to discuss this.</p>	<p>HF: meet with Allison early next week</p>
2	<p><u>Tier II landfill construction</u></p> <p>HF: Guys working hard but the trucks are sitting and there are lots of delays. What's the problem? CB: The guys are working very hard even under the bad weather conditions. Surveying was impossible in the fog, so Queen's has helped out by doing a GPS of the landfill. UMA is currently analysing the data. Everyone is working hard, but good compaction (> 1 hr) is slowing the trucks. JG: Bad weather needs extra compaction. JR: Very satisfied with the work being done. HF: If one compacter is inefficient to get the job done, it should have been mentioned before. Do we need to compact the sides of the berm? JR: I am fine with the compaction of the berms.</p> <p>HF: The guys are told to do one thing one day and then redo it another way the next. What's going on? JG: The south berm was four feet too high. Joe cut back the berm. Then, Pascal determined that it was too high. HF: Try to avoid delays. The season is very short. We must learn from experience. We are behind schedule. Engineers from different groups must decide on a plan and stick to it or we will still be here next week. The landfill doesn't seem to be going anywhere. I don't think the person running the landfill knows what he is doing. When will it be finished? CB: Pascal thinks it can be finished in 3-4 days (assuming good weather, and same number of operators and heavy equipment). The progress was very good until the UMA densometer broke (bad weather) and we had to wait to get approval to proceed with a visual. HF: If</p>	

Item	Issue	Actions
	<p>Sinanni says it is going to get done in 3 days. It is going to be done in 3 days.</p> <p>HF: Start hauling from Radio Hill while building the corner. DL: Use a loader. JR: Maybe we could get Queen's to do another GPS. JE: I told you several times to bring in the sides of the berm. I could have built it in 2 days. CB: The sides are being brought in as much as UMA allows. It is not being built as a rectangle! JR: We have brought the sides in considerably, but it must be overbuilt and trimmed or the compaction won't be acceptable on the slopes.</p> <p>HF: Dave and I will do a walkabout tomorrow morning to see what can be done. DL: I will be glad to help. CB: I am glad that you have suggested this.</p> <p>HF: At the end of day ... at the end of the season, it is the [whole] team that is responsible, so we must get a solution. PS: I will be glad to help if you need me on any machinery. KP: Dave will have to clean his machine if he leaves the S1/S4 Valley.</p>	<p>HF & DL: walkabout Aug 5 on landfill</p>
3	<p><u>S1/S4 Valley</u></p> <p>HF: Dave how is the S1/S4 Valley going? DL: It is going very well. (Demonstration by DL on board of areas covered) All the CEPA has been marked off. Got at everything except for CEPA. KP: We're cleaning up to Tier I or less and stockpiling at the Valley itself. There is a new map this year, as Queen's has re-delineated the Valley [the areas and locations may vary a little from last year's map]. Sampling has been ongoing daily throughout the excavation. We found some CEPA level soil, aprox. 300 ppm below S4. It should fill about 2 flowerpots. HF: Must be screened before it is put into the steel containers [flowerpots]. DL: Not much rocks, mostly sand. HF: I'll have a look at it tomorrow, probably put it into steel containers.</p> <p>KP: There is an area that has a 1 meter of soil J19- J20. I think there has been a miscommunication about the amount of soil in this area. We will need to excavate there for Tier II. HF: Need to go take a look, next to billboards and far corner. According to Allison's email, the others are OK. Need to cover up Tier I according to protocol. Area that was vacuumed does not need to be touched. Dave has done lots of work in a week. KP: May want to consider screening to < 6 in if the volume [of the Tier II landfill] is a concern. JR: Is it going to be capped for the winter? H: The PMT will decide what to do.</p> <p>KP: The booms that were taken out of the S1/S4 Valley tested CEPA and will need to be shipped south. Need to decide what to do. DL: In polypropylene bags.</p> <p>KP: The fuel in the barrel collected from S1/S4 Valley can be incinerated.</p> <p>HF: S4 still need to remove concrete block. DL: Removed 2 loads from S4 area which were put in nonhazardous landfill (dump) near trailers.</p>	<p>HF: walkabout Aug 5</p>

4	<p><u>B2 Building</u></p> <p>HF: Trying to get screener set up at B2 building. Concerned with rejects. Allison had said not to go too close to the tank (hydrocarbon). So after 2 days of deliberation with Joe, I have decided on the location of the screener. The hopper has been cut. We will screen directly to the container. The rejects will be in between the bedrock and B2 building. Tested screener today - 5 flowerpots/hr. Full production should start shortly. Will also start hauling from S1/S4 beach. It will be a priority but we need to move all steel containers first because of space.</p> <p>PB: What will be done with the red vaults next to the incinerator full of soil (<Tier I)? Graham said we can put it in any landfill. HF: Put in landfill beside shredder. KP: Barrels that were tested can be incinerated.</p>	
5	<p><u>Beach Area</u></p> <p>PB: The contents of 26 red vaults have been transferred to flowerpots. We put 18 concrete blue drums into salvage drums. KP: Have the blue containers with the CEPA soil been done? PB: Not yet.</p>	
6	<p><u>Airstrip Pit and Radio Hill Pit</u></p> <p>JE: Production slowed down due to broken grizzly at Pit 9. Currently using a small one. Still hauling. Lots of mud near Pit 7, so we made a trench. Hauling and working hard to supply landfill.</p> <p>DL: How is the stockpile? JE: Small, used lots in landfill. We are still screening. JR: Did you change the screens? JE: No. They were just replaced with new ones from the sealift (the same screen size). HF: There was no screening for a couple of days because of the sealift. DL: How about Radio Hill? HF: Sealift took 2 days and landfill was a priority. JR: Do you have enough volume? HF&DL: Unlimited supply.</p>	
7	<p><u>Health and Safety</u></p> <p>PS: Andrew and I used the Radio Hill building for fire training.</p> <p>PS: Robert asked to put 2 pots next to B2 building, in case a truck catches on fire. I don't think it is necessary, unless a fire pump is on standby at the B2 building, the water truck should be there before the pumps.</p> <p>PS: The camp alarm system (smoke detectors and pull stations) were all tested OK. Safety rounds also OK. Guys comply.</p> <p>PS: The kitchen stove breaker keeps tripping off. I will replace it tonight. However, it is the last 100-AMPS 3 poles breaker so I will also notify the warehouse for its replacement</p> <p>AB: Pierre and I fixed the breathing air compressor which was damaged and</p>	<p>PS & AB: options to prevent equip from being taken from fire shed</p>

	<p>it tested OK. We asked for the 6 remaining SCBA bottles in Iqaluit to be returned. Medic shop calm. Will be taking personnel, other than fire crew members, in groups of 4 for fire training. The Radio Hill Building will be destroyed at the end of this year's training season.</p> <p>PS: New equipment proved to be handy - suits fit everyone. But three items that were on the sealift were not what I had asked for. I will notify Stabilis.</p> <p>PS: Robert asked me to give the PMT a copy of his recommendations (annexed to the minutes). One out of 2 pumps is not working. The mechanic is waiting for parts. Point 3 of Robert's recommendations says that we need a better pump. I think a bigger pump would be handy, but the water truck pump is good (300 gpm) and the 2 small portable pumps work fine. However, point one is right - the H&S should be notified before taking out any equipment from the fire shed. HF: I suggest you think about different options to prevent that from happening. Notify people using the equipment and ask them to tell you first. Put a sign on the door.</p> <p>HF: Andrew did you not get a visitor from the ship in your medic shop? AB: He had an eye irritation. I examined and irrigated his eye for 20 minutes but I could not find the foreign object. I recommended that he have it looked at in town. HF: What do make of the 3 individuals that got sick all at the same time? AB: Uncommon for all 3 to be sick at the same time, especially that it was outdoors and windy. I examined them and they were fine.</p> <p>AB: Pressurized fire extinguisher takes long to refill, cartridge operated extinguishers are a good option. Should we just do demonstrations or can we do hands on training? PS: Do you want to evaluate some options for you Harry? HF: Yes. PS: We are missing NOMEX hoods to complete the firemen gear to cover all the skin. I recommend that we buy 6, 35\$/each, to match our 6 air packs. HF: OK.</p>	<p>PS & AB: options for extinguish er training</p>
8	<p><u>Sinanni</u></p> <p>CB: The production at the pits is about 20,600 m³ of pit run up-to-date. The sealift finally happened. All the cargo was offloaded without any damage. KP: We are still missing some of our equipment. HF: It's still in the seacans. CB: The phones have been off and on for the last couple of days. HF: The system was being upgraded and we weren't notified.</p>	
9	<p><u>Queen's ASU</u></p> <p>KP: The S1/S4 beach needs to have a temporary silt fence put in while we excavate. HF: It was never mentioned in the PMT meetings or in the planning process. KP: It is pretty imperative to have a temporary barrier. Sinanni was to look into this. HF: Queen's was to do it. Just let us know what you need and we will assist.</p> <p>KP: I would like an update on draining of pond. HF: Mid August. We'll have a look at it when Allison gets here. The pumps are currently still working and</p>	<p>HF: meet w/ Allison to discuss draining of pond</p>

	water level has significantly dropped but we will take further steps.	
10	<p><u>Important upcoming dates</u> HF:</p> <p>Aug 9 – Media Visit: CBC (10-11 people) will tour around camp. We will show them how things are done. We must make sure safety equipment and procedures are in place. The media visit is looked after by Jennifer from INAC. PS: We could set up a quick fire demo? HF: No time for that. There are already a number of things to do: S1/S4 Valley and Beach, Pit 9, B2 Building, Tier II Landfill.</p> <p>Aug 17 – DFO, DND, Health Canada , Environment Canada (day visit)</p> <p>Aug 25 – Environment Canada Inspector(s) will be here to see if we are in compliance: decon trailer and procedures, PCB waste management procedures, pre-entry training, list of authorized personnel in B2 Building, inspection reports, emergency fire fighting procedures.</p> <p>Queen's will be testing the PCB barrels once they are emptied. Swab tests for the red vaults also need to be done. The tracking of the PN numbers must also get done.</p>	Queen's
11	Next meeting early next week.	

Resolution Island Project 2004 Field Season Project Management Team Meeting		
Date: August 13 th , 2004 17:15 hrs	Present at the meeting: HF: Harry Flaherty - QC (Chair) RI: Rosemary Ipeelie - QC AB: Andrew Bullion (Medic) - QC RD: Robert Dallaire (H&S) - Stabilis AR: Allison Rutter - Queen's ASU JP: Jason Porter - EBA MH: Mario Hardy - Stabilis KC: Karl Côté - QE (minutes)	Location: Conference Room, Resolution Island, Nunavut
Item	Issue	Actions
1	<u>Review of last PMT meeting minutes.</u> Modifications to items 2, 3, 4, 7, and 9 of August 4 th PMT meeting minutes.	
2	<u>Gravel production</u> KC: we have produced enough type 3 and type 4 material to complete the landfill for this year, we were able to cut down a bit on production needs by recycling and reusing some type 3 from the overbuild on the slope of the berms. HF: I need to know if we have to cap the Tier II soil temporarily inside the landfill at the end of the season, because if so, we will need more gravel. KC: my understanding is that it was not necessary because the soils will be contained inside the berms, but UMA/EBA should confirm it.	JP: inquire on capping
3	<u>Tier II landfill construction</u> KC: almost done, we got really close to finishing the West and Middle North berms before the heavy rains (August 8-10 and 12-13). The rain has made it impossible to proceed with the 2 unfinished berms and it has caused important erosion damage along the outside South berm. In order to protect the South berm from further damage we started placing Type 2 material at the base of the berm. This activity was not scheduled this season so it might delay other activities. We will need a break from the wet weather to let both the gravel (raw material) and the berms drain and hopefully dry to a workable level. KC: the surveyors are on stand-by in Iqaluit since Monday (Aug. 9). The geomembrane installers arrived in Iqaluit today. They will need a couple of days to setup their equipment and materials. They are scheduled to stay about 10 days on site and they need relatively good weather to work. HF: I'm concerned about staying within the budget with these guys.	

Item	Issue	Actions
	<p>KC: We were planning on starting the liner installation on the East berm and working our way towards the West. So when we will have finished the middle North berm we will be able to install 90% of the liner, even if the West berm is only finished next year. As of now, we should be able to install 35-50% of the liner.</p> <p>AR: Is there any way of doing partial filling of the landfill or do we need to finish the whole liner before we start filling? KC: we can start filling the landfill even if we only have partial cover of the bottom and sides. JP: but in this case we will have to prevent migration of Tier II soil off the liner, perhaps by capping. KC: we can also make small berms at the edge of the bottom liner to halt migration.</p>	
4	<p><u>Thermistor installation</u></p> <p>KC: As indicated in an email sent to the PMT last fall, we were planning on installing the 2 thermistors in the berms at the beginning of the season when the soil was still frozen. Drilling in overburden material with the Airtrack drill rig we have on site is much more efficient when done in frozen soil and bedrock. Unfortunately, the recently completed berms are not frozen. Drilling in the unfrozen and saturated berms will result in excessive erosion of the top part of the borehole and will cause more damage to the berm. JP: It is not a good idea to drill in those berms right now. KC: Therefore, I suggest that we postpone this activity to the beginning of next season. AR: we were really hoping to get those thermistors in this year, but we do not want to damage the berms any more. ALL: agreed to postpone to early next season.</p>	
5	<p><u>S1/S4 Beach CEPA Excavation</u></p> <p>HF: <u>this activity is 75% completed in terms of time required. Our excavation objective for this year is 1,300 m³ of a total 2,100 m³, so far we have hauled 400 m³. An additional 500 m³ (estimated volume) was excavated but is still at S1/S4 beach waiting to be hauled to B2. We might surpass the 1,300 m³ objective since other activities are on stand-by. Screening of the stockpile beside the B2 building started 2 days ago, it is going well but the screener was down today for repairs. Our stockpile inside the B2 building is getting low, the equivalent of another 30 containers. We will be able to concentrate on hauling the remaining soil for the beach and screening it.</u></p> <p>AR: we have to install a silt fence below the excavated area. KC: we don't have anymore material on site. AR: we could use our material as long as it is replaced. If it is ordered soon we could get it in a couple of weeks.</p>	KC: order silt fence material
6	<u>CEPA Soil Containerization</u>	

Item	Issue	Actions
	HF: we have filled 292 containers in 4 days, our containerization objective for this year is 838. At this rate we should be done by the end of the month. We will be shipping out 600 containers. Some 20 containers were filled with CEPA wood. The damaged ones will be repaired soon.	
7	<p><u>S1/S4 Valley Tier II Excavation</u></p> <p>HF: this activity is almost completed. AR: the bulk of the volume has been excavated and stockpiled on site, but there is still a lot of work remaining around the foundations and billboards, as well as along the roads <u>in the valley</u>. In some areas we will have to excavate Tier I and Tier II material at the same time, because we don't want to go back to those hard to reach areas.</p> <p>AR: CEPA soil was discovered in 3 areas underneath the Tier II soil. KC: 9 loads of CEPA were hauled to the B2 building.</p>	
8	<p><u>Beach Dump Tier II Soil Excavation</u></p> <p>HF: this activity will be initiated in the first part of September. AR: right, there is no sense excavating it if we are not ready to haul it to the landfill.</p>	
9	<p><u>PCB Waste Management</u></p> <p>MH: the following activities have been carried out by Pierre [Bergeron], the 21 drums from seacan #2 were placed in overpack drums, the 26 red vaults containing CEPA debris were transferred into 18 flower pot containers, the CEPA concrete and soil drums from Iqaluit were transferred into overpack drums and flower pot containers, respectively. All the other waste was also transferred into appropriate containers for marine transport. AR: the swab tests from the red vaults are ready to be shipped out. The blue drums still need to be sampled and analysed by total extraction.</p> <p>HF: Jacques [Dion] sent us an email saying that we don't need PN numbers for waste below 10,000 ppm PCB, we can use regular PCB labels without PN numbers. AR: we will use PN numbered stickers anyway for better tracking.</p> <p>MH: the bulk of the work remaining is bracing and securing the overpack drums inside the seacans. In the current location we are cramped for space with the soil containerization activities going on. We will have to find an area to do this activity. HF: can we move the seacans at the beach barging area and work there. AR: I don't know if Environment Canada would allow this. HF: can we find out what is in the Regulations? MH: I will check with Jacques [Dion].</p>	MH: to check with JD

Item	Issue	Actions
10	<u>Draining of Beach Pond</u> HF: this is on-going, we had almost dried it up enough for Queen's to sample the bottom and then we got all that rain. AR: and we had to use that pump to empty the landfill. KC: but the pump is back down there.	
11	<u>TPH Barriers</u> AR: our ponds for the barriers have been excavated. We will need some rejects for the <u>S1/S4 valley barrier</u> and we could also use a helper if you have one available. HF: we could haul some rejects for you tomorrow.	
12	<u>Landfarming</u> HF: the excavation of soil at imploded tank has not yet begun. AR: we will mark off the area to be excavated, and that soil will have to be screened.	
13	<u>H&S - Medic</u> HF: <u>the 2 water-filled flower pots for fire prevention recently installed at the beach were in the way with all the activities going on there, they were removed because the pond can be used as a water source, the fire pump will stay on-site.</u> RD: <u>we received new water filled extinguishers, they are very useful for training purposes because they are easy to refill (i.e., water and pressurized air). I installed them in the hallways and rec room because they are particularly useful for extinguishing mattress and sofa fires. we received water type extinguishers which are required to extinguish fires involving mattresses and sofas, they are also easy to refill therefore they are very useful for extinguishing practices. I have installed them in the hallways.</u> AB: a worker injured her finger and was sent to Iqaluit for X-rays, fortunately it was only bruised so she is back on-site.	
14	<u>Various</u> RI: we have 96 hours helicopter flying time left and 7 charters left as well. HF: the off-site shipment of CEPA soils is scheduled for September 18-19, we will either stay on-site until that date with reduced staff, or we will close up camp and send a couple of people when the ship arrives. HF: the Environment Canada inspection is scheduled for August 24, and we should get a visit for government officials this coming Tuesday the 17. HF: we will decide at the beginning of next week when to hold our next PMT	

FINAL VERSION

Item	Issue	Actions
	meeting.	
	Meeting adjourned at 18:30 hrs	

FINAL VERSION

Resolution Island Project 2004 Field Season Project Management Team Meeting		
Date: August 24 th , 2004 19:05 hrs	Present at the meeting: Jacques Dion (JD) Stabilis -chair Andrew Bullion (AB) QC Robert Dallaire (RD) Stabilis Jason Porter (JP) EBA Joe Erkidjuk (JE) QC Harry Flaherty (HF) QC Dave Lorenzen (DL) Dave's Arctic Transport Kevin McKenna (KM) Queen's University ASU Mario Hardy (MH) Stabilis Greg Johnson (GJ) QE -minutes	Location: Dining Room, Resolution Island, Nunavut
Item	Issue	Actions
1	This is a special PMT to discuss the inspection of the PCB Storage Facility by Environment Canada. Regular PMT meeting to be held tomorrow when conference room is ready. JD to chair.	
2	<u>Regulations on Storage of PCB Material on Site:</u> JD has reviewed the regulations regarding storage of PCB's, and there are a few things to address. First we need to have 2 more locks for storage sea cans. HF to replace all locks. JD is there a key kept in main office? HF no only in his office. Everyone knows where it is, and key is marked.	HF to replace all locks on sea cans
3	<u>PCB Refresher Course:</u> JD has list of personnel to follow refresher course on PCB's. For everyone who is on site, they will receive training tomorrow from 4 - 6. HF to make sure that everyone is available.	HF to make sure everyone is available
4	<u>PCB Fire Fighting Plan</u> RD has put fire fighting plan put inside the register. JD: firefighting plan must also be put in decon trailer. RD: Already done. JD: Are there fire extinguishers in place at the PCB Storage? RD: Yes	
5	<u>Modifications to Inspection Sheets:</u> JD: Monthly inspections of PCB Storage Facility being done weekly. RD does this, RD to modify inspection forms to include new layout and new sea cans.	RD to modify inspection forms
6	<u>Inventory of PCB Contaminated Materials Stored on Site:</u> JD: Inventory of PCB contaminated material must be completed for the inspector tomorrow. KM: All PCB soil containers filled to 3:00 pm today have PCB stickers, and have been added to the inventory.	KM and JD to complete inventory
7	<u>Test Results from plastic Drums and Red Vaults:</u> JD: What about test results on possible PCB contaminated materials? KM: Black membrane that was inside the PCB storage facility is CEPA. MH to	MH to properly store membrane

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Item	Issue	Actions
	properly store this material. KM: Blue plastic drums are CEPA, lids from blue drums with concrete were Tier II, soil lids were CEPA. Tier II can go to landfill. HF: Boy landfill will be full. JD: What about the red vaults? KM: The results are high. JD: There is one that is high, the rest comply. KM and JD to check results to determine if vaults are CEPA or not.	JD & KM to review results for red vaults
8	<u>Empty PCB containers:</u> JD: We need to examine all containers and any that are identified with PCB labels that no longer have PCB contaminated materials, need to remove label. HF: For old flower pots only need to be concerned with ones that are on the other side of the pipe. MH: There may also be one near the shredder.	
9	<u>Booms in S1/S4 Valley:</u> HF: What about booms from S1/S4? They are CEPA, and they are still in the S1/S4 valley. JD and MH to deal with this tomorrow. Will place in flower pots.	JD & MH to collect booms
10	<u>Transformer from Airstrip Dump:</u> KM Transformer from airstrip dump? JD has found it, and it is properly packaged in a drum for shipment.	
12	<u>Signage at S1/S4 beach:</u> KM: What happens if inspector goes to S1/S4 beach area? We have no signage at the S1/S4 beach. JD agrees that there should be signage. RD to make sure this in place.	RD to put signage at S1/S4 beach
13	<u>Miscellaneous Items:</u> HF: Got an email from Lou saying that Sid does not want to come if there is a chance that he can get stuck on site due to weather. Regular PMT tomorrow, need to discuss solution to drainage problems around the landfill. HF has sent an email to Lou to follow up on this item. Wet sealift to arrive at the earliest 19 of September. Soil shipment to the south is still scheduled for the 17 th of September.	
	Meeting Adjourned	

Resolution Island Project 2004 Field Season Project Management Team Meeting		
Date: September 7 th , 2004 19:15 hrs	Present at the meeting: Harry Flaherty (HF) QC -chair Andrew Bullion (AB) QC Graham Cairns (GC) Queen's University ASU Robert Dallaire (RD) Stabilis Jason Porter (JP) EBA Joe Erkidjuk (JE) QC Jeremiah Groves (JG) QC Rosemary Ipeelee (RI) QC Dave Lorenzen (DL) Dave's Arctic Transport Philippe Simon (PS) QE -minutes	Location: Conference Room, Resolution Island, Nunavut
Item	Issue	Actions
1	<u>Review Minutes From August 25th Meeting - Follow up actions</u> <u>Item #3 - Tier II Landfill - Liner cover:</u> PS: Recommendations from EBA on how to secure the liner at the end of the season was recently provided on September 2: place 60 cm of type 4 (sand) over the liner on top of berms, place 30 cm of type 4 on the entire surface at the bottom. Should we not complete the membrane this season due to weather, another access road will be required to fill the inside. DL: Adding sand in the bottom will just create a big pool of mud next summer. JP: The liner on the top of the berm was already secured with type 1 (large rocks) by the contractor before the EBA recommendation was provided and this is fine. A protection layer is needed at the bottom to be able to remove snow from inside the landfill beginning of next season. HF: Water will naturally fill the hole and freeze. The cover of snow will also secure the membrane in place. JP: Worried that it will take forever to melt next season. JE: The cover of ice will protect the membrane and will allow heavy equipment to drive on to remove the snow. Once the snow cover is disturbed, it melts very fast. Adding sand on the top the snow/ice will also help melting. On the other hand, working on frozen sand will be risky for the membrane integrity, the layer might crack and damage the liner. HF: We can also use the ground heater to speed up the melting process. It will be a lot easier next season to pump the water and start adding the liner's sand cover instead of trying to work with wet sand. Water can be pumped inside the landfill prior to closure to ensure the liner is well secured if required. Feels that this approach will save time down the road. PS: EBA stated in their recommendation that additional site factors known by the contractor may affect the decision. HF: Could we get an opinion from EBA whether our proposed approach for closure is acceptable? JP: Will get feedback from the design team and potentially get other options.	JP: to get an approval from the design team to close the landfill without adding the sand cover at the bottom

Item	Issue	Actions
	<p><u>Item #16 - Heavy Equipment report - volumes:</u> PS: Volumes of Sand and Gravel quarried since camp opening was requested and provided. JE: As of September 4, 1500 m³ of material was obtained from the East Lower Lake Borrow pit (road maintenance and road to S1/S4 beach); about 19,000 m³ was removed from the Airstrip pit (road maintenance, airstrip dump cover {1500 m³}, and mainly for the Tier II landfill); about 7500 m³ of material was quarried from Radio Hill for different minor uses but mainly for the Tier II landfill. A total of approximately 28,000 m³ was excavated. Approximate numbers for the different type of material used at the landfill are: Type 1- 2700 m³; Type 2 - 1200 m³; Type 3 - 11,100 m³; Type 4- 4800 m³. About 2000 m³ were removed from inside the landfill (mud). PS: These numbers are based on the truck loads hauling material from the 3 borrow areas used this season.</p> <p><u>Item #14 - Medic report - material to be returned:</u> RD: Fire fighting equipments supplied by Aerofeu were delivered by sealift but some are not usable for the project. These were recently shipped back south and a credit will apply to get the proper material.</p> <p><u>Item #13 - Bagging telephone poles and timbers - alternative:</u> HF: Instead of bagging poles of creosote treated wood individually, Queen's (Allison) approved that these would all be placed inside a plastic lined cell beside the beach non-hazardous landfill. The work was completed today. The cell was covered with gravel. A small cell was left opened beside to be used later (i.e. project demobilization) since we are currently using timbers as part of the operations.</p> <p><u>Item #17 - Other issues - surveyor:</u> PS: Was informed of complaints regarding the last Tier II landfill survey done and requested to find another. A new surveyor will arrive in Iqaluit tomorrow. We will ensure the data satisfy our needs and EBA's before the surveyor leave the site.</p>	
2	<p><u>Review Minutes From August 25th Meeting - Corrections</u></p> <p><u>Item #9 - Incinerator - tests on red vaults and small flower pots:</u> GC: KM mentioned that small flower pots came back CEPA. That was a mistake because waste cannot be classified based on wipe tests. In order to classify these containers, the total weight will be needed. HF: The crane truck has an electronic scale. We will provide Queen's with the measurements prior to closure.</p>	

Item	Issue	Actions
3	<p><u>Tier II landfill:</u></p> <p>PS: The last three days of good weather were very helpful. The inside slope of the west berm was reshaped and completed. A layer of type 4 material (sand) was placed and compacted. The top layer of type 1 (riprap) was completed on the outside slope of the south berm. The 1:1 slope of the outside west berm was also reshaped and compacted, therefore completed. Work has started to secure this slope with type 2 material (pit run passed through the grizzly). Material is placed on lifts and compacted to get the 2:1 slope. It will be covered with type 1 material after. JE: This work shall be finished tomorrow. PS: All slopes will be secured for the winter and therefore shall not require reshaping next season. In addition, the base geotextile layer was deployed and hot air welded. All the remaining section was completed today. Therefore, we are just waiting on the certified membrane welder (Mario Bolduc from Z-Tech now in Iqaluit) and good weather to complete the liner. EBA has monitored all above achievements and provided verbal approvals.</p>	
4	<p><u>Queen's activities:</u></p> <p>GC: A log of all flower pots (RI number vs PN number) was done. We counted 710±5 CEPA soil containers and 30 containers with debris and waste other than soil. HF: I counted 610 at the beach and 139 staged near the beach landfill. Sinanni also counted 610 at the beach. GC: Will double-check the numbers. PS: As mentioned earlier, will need the electronic version of the log to sort by RI numbers and to assist in the shipment of soil. GC: Will be provided. Are we also shipping the waste other than soil this season. PS: no.</p> <p>GC: Otherwise, would like to thank QC for the work done at the landfarm. We are ahead of schedule for this activity. Would also like to thank QC for providing support to Queen's students on their project including the barriers.</p> <p>GC: We need to provide an estimated volume of HC contaminated soil between the two beach POL tanks. It seems impossible to drain completely the pond since water seeps from the bottom. Nonetheless, we will need to take a few depth samples (3-4). Can QC provide an equipment. HF: Just let me know, we will dig required test pits.</p> <p>GC: Finally, for the S1/S4 beach, 9 grids are ready to sign off. About 4 grids are left for the next season. The stockpiles were tested and shown to be Tier II and Tier I. PS: Before the next season, we will need an estimate of remaining CEPA soil. As pointed by Harry, we may not be required to ship back all empty containers next summer, if the volume of CEPA does not justify.</p>	GC: to provide paper work for grids to be signed off
5	<p><u>EBA activities:</u></p> <p>JE: no real comments and/or concerns except that the last 3 days made a big</p>	