



Central Newfoundland Waste Management

P. O. Box 254, Norris Arm, NL, A0G 3M0

Phone: 709 653 2900

Fax :709 653 2920

Web: www.cnwmc.com E-mail: Info@cnwmc.com

BOARD MEETING - Regional Site, Norris Arm 1:00 p.m.
March 7, 2013

Attendance

Allan Scott	Chair – Chair CRSB
Sam Winsor	Gander Bay
Claude Elliott	Town of Gander
Glenn Arnold	Town of Sandringham
Angus McLoughlin	Norris Arm/Norris Arm North
Keith Higdon	Town of Buchan's
Bruce Moores	Town of Grand Falls- Windsor
Clyde Pickett	Town of Centreville
Derrick Luff	LSD, Browns Arm
Perry Pond	Service NL
Frank Huxter	Municipal Affairs
Ed Evans	Manager, CNWM
Karen White-Attwood	Executive Assistant/Finance, CNWM
Mark Attwood	Operations Supervisor – CNWM
Wayne Manuel	Bae NewPlan

Apologies:

Larry Peddle	Vice Chair - Town of Cottlesville
Gerald McKenna	Fogo Island Regional Council
Robert Elliott	Town of Point Leamington
Norm Austin	Town of Lewisporte

1. Review of previous Minutes – January 23, 2013
**MOTION: Moved by C. Elliott to adopt the Board minutes of January 23, 2013.
Second by C. Pickett.. M.C.**

2. Update– Progress Report from Bae NewPlan

Regional Site

RS05 Landscaping

- Contract to be tendered 2013
- Concept Plan for entrance to be prepared
- On hold pending funding requirements

RS09 Telecommunications

March 7, 2013

- Work completed

RS10 Site Buildings (Bluebird Investments)

Administration building, Scale House, Maintenance Garage

- Final Inspection Completed
- Deficiencies still remaining
- BNG will forward deficiency list to Manger for review
- Holdback \$29,000

RS11 Leachate Treatment

CP1 Wetland (Marine Contractors)

- Commissioning to be done after six months operation
- Testing underway
- Holdback \$169,483.50

CP3 Building (H&B Construction)

- Commissioning completed
- Commissioning report to be forwarded
- Holdback \$82,736.00

RS12 Compost

- Meeting held Feb 11, 2010 to discuss DMA comments on pre-design report
- Formal response to DMA comments made
- Decision made to defer work on compost until decision made on Western waste and results of Provincial RFP

RS13 MRF

Sorting System

- Proposed Contracts
 - CP1 Sorting Equipment (Machinex)
 - Contract Documents to be signed
- CP2 Pre-engineered Building
 - Tender package to be submitted to DMA for approval by March 15th
- CP3 Building Mechanical and Electrical
 - Scheduled to be submitted to DMA for approval by end of April
- CP4 Site Grading
 - Scheduled have been submitted to DMA for approval end of February
- CP5 Site Servicing
 - Scheduled to be submitted to DMA for approval end of May

- CP6 Site Paving
 - Scheduled to be submitted to DMA for approval September 2013 for work in June 2014
- CP7 Equipment
 - Scheduled to be submitted to DMA for approval September 2013 for delivery in June 2014

Projected Future Costs

- Funding available	20,445,084
- Less preliminary revised MRF costs	19,632,000
- Funding available after MRF	813,084
- Cost priority one items	1,533,443
• Approx \$350 k of priority one items committed	
- Cost priority two items	1,042,500

Shunt Truck or Tractor

- Preparing tender documents for a tractor trailer

RS17 HHW - Items for Startup

- Supply of Storage Vaults (Encanex)
 - Delivery scheduled for March 31, 2013
 - Units for Regional site delivered
 - Working with MMSB on an Ad campaign for Central Newfoundland on Household Hazardous Waste Disposal
- Supply of Cube Van (Hickman Motors)
 - To be delivered in the next couple of weeks
- HHW Disposal contract (507400 OP3)
 - Tender closes March 12, 2013
- Certificate of Approval To Operate HHW from DOE
 - Operations plan being developed by BNG
- Staff Training
 - TDG, Whimis, Hazwoper
 - Atlantic recommended that that the TDG course and WHMIS course be held first for a one day delivery on a Monday. The next weekend the first 2 days of the HAZWOPER and then either 2 or 3 weeks later, the last 2 days of the HAZWOPER delivery. This would avoid training on 3 consecutive weekends as the attendees would have worked 20 consecutive days without a break. The quote to carry out as above is \$24,200.00 plus taxes.
 - There appears to be some debate if the HAZWOPER training is required for the worker operating the HHW.

- Environment has recently advised that the individual worker does not require Hazwoper training however at least one representative from CRSB must be trained. Committee recommended that all workers be trained.
 - BNG recommendation is to train all workers in Hazwoper
 - The TDG and Whimis completed
 - CRSB will work with MMSB to promote the HHW program
 - The expected start date for HHW is May 6, 2013
- Certificate of Approval to Collect and Transport HHW for DOE
 - Operations and Emergency response plan being developed

FIRE PROTECTION

- Follow up with Town of Lewisporte regarding fire protection at Regional meeting
- CRSB Manager will contact the Town of Lewisporte or a meeting

RS22 Fuel Storage (B&M Manufacturing)

- Looking at installing a refueling pad

Site cameras

- One Camera installed and operating
- Recommend to install a camera at a Transfer Station as a pilot project

Local Waste Management Facilities

TS02 Site Buildings (Bluebird Investments)

- Mirrors installed in Point Leamington for trailers
- PO to be issued for mirrors for remaining LWMF
- Investigating installing bumpers for Trailer
- Statement of claim made by Bluebird for 375k

TS06 Paving

NWI (Nortech Construction)

- Base course asphalt completed
- Surface course to be placed in 2013

Indian Bay/Terra Nova

- DTW tendered work without advising us.
- Had discussion with DTW and looking at option of adding in work to DTW contract as a change order

Indian Bay

- DTW tendered work without advising us.
- Had discussion with DTW and looking at option of adding in work to DTW contract as a change order

Fogo

- Tenders to be called with DWT in 2013

Certificates of Approval from Environment

- COA for regional site received
- Separate COA to be issued for C&D landfill, HHW & LWMF
- C&D COA Concerns discussed and clarified with DOE

COA Regional Site

- Should have meeting with DOE to review COA
 - COA for C&D landfill, received
 - BNG review comments sent to DOE
 - Facility Operational Plan
 - Draft ready for submission to DOE
 - Public Education Plan
 - Environmental Monitoring Plan
 - Review comments received from DOE and revised plan ready to resubmit
 - Contingency Plan for Environmental & Health & Safety emergencies – In Place
 - Certificate of Completion required to be submitted
 - Preliminary Facility Decommissioning Plan (within 1 year of COA)

C&D Transfer Vehicle

- Transfer unit supplied by Nexgen for Eastern waste
- CRSB may look at renting or purchasing a similar unit
- May investigate renting Eastern truck for a pilot
- CRSB will still pursue the purchase of a shredder for the Province

LWMF COA Plans required to be submitted to DOE

- Confirmatory list of specifications
- Operations and Maintenance plan
 - Draft prepared and under review before submitting to DOE
- QA/QC protocols
- Facility operations plan
 - Draft prepared and under review before submitting to DOE
- Education plan (the Education Plan for the Regional Site should cover this requirement)
- Facility Specific Environmental Monitoring Plan
 - Draft plan being prepared
- Program to manage and control vectors, rodents, birds and wildlife
- Contingency Plan for Environmental & Health & Safety emergencies – In Place
- Annual Monitoring of Operations Report (January 31 each year)
- Certificate of Completion required to be submitted
- Preliminary Facility Decommissioning Plan (within 1 year of COA)

EQ05 Heavy Equipment (Nortrax)

- Request to be made to DMA to purchase additional BHKO for Regional Site (on hold)

EQ 17 Data Management System (Strong Engineering)

- Route Hawk (pilot) installed on one collection truck
- Testing ongoing on systems
- CRSB is moving forward with having three more Route Hawks installed on collection trucks

EQ24 – Collection Trucks

- Saunders Equipment is working on issue with the onboard scales

EQ25 – Bailer

- DMA holding approval pending final costs on MRF

Western Waste – Processing at Central Facility

- Western Waste and Central Waste Boards will continue meeting with sub -committees

Sewage Sludge Treatment Study

- Proposals received from Abydoz and Newfoundland Soil Tech.
- BNG will write a letter to both vendors with recommendations, asking them to review and respond back to BNG within 2 weeks.

3. Regional Updates

Scheduling remaining Regional meeting for Spring

4. Financial Report

MOTION: Moved by B. Moores to approve the payment of operational invoices from January 12, 2013 – February 25, 2013 in the amount of \$366,264.78. Second by A. McLoughlin. M.C.

MOTION: Moved by A. McLoughlin to approve payment of the Capital Invoices from January 12, 2013 to February 25, 2013 in the amount of \$142,003.81. Second by C. Elliott. M.C.

4. Other Business/Correspondence

- Strong Engineering – Routehawk system will be installed in three collection trucks at a cost of approximately \$10,000 per truck
- IT Service Agreement

MOTION: Moved by B. Moores to extend current agreement from January 2013 – May 1, 2013. Second by C. Elliott. M.C.

- Web Site Proposal – deferred to later date
- Security Cameras

MOTION: Moved by B. Moores to install one camera at the New World Island Transfer station as a pilot project. Second by S. Winsor. M.C.

- RFP – Bio Medical Facility – Province will continue to export Biomedical waste. CRSB will continue to look into future possibilities regarding this waste stream.

- Pilot Project Aqua/ Agra Culture Waste – CRSB Technical Committee will meet and review with DFA.

- Labour Relation Board Local 5154 –

MOTION: Moved by C. Elliott to sign the legal document presented by our legal office for Local 5154. Second by G. Arnold. M.C.

- Environmental Technology Co-op Work Term Placement – Will look into taking part in cost shared placement with CONA in Corner Brook.

- Bluebird Claim

MOTION: Moved by C. Elliott to remove Bae NewPlan as third party liable and for CRSB to sign the agreement which outlines the percentage which Bae Newplan may be liable for in the Bluebird Claim. Second by B. Moores. M.C.

- Adoption of CRSB Health & Safety Statements

MOTION: Moved by B. Moores to adopt the listed CRSB Health and Safety Statements; Return to Work Policy; Alcohol & Drugs Policy; Harassment Policy; and Discipline Policy. Second by C. Elliott. M.C.

- Summer Career Placement Program

MOTION: Moved by G. Arnold to for CRSB to apply for a Summer Career Placement Student. Second by A. McLoughlin. M.C.

- Green Team

MOTION: Moved by C. Elliott to apply for a Green Team for Summer 2013. Second by A. McLoughlin. M.C.

- SWANA – Edmonton June 16 – 21 - info

- OH&S Committee – Set up – information purposes

- RFP Classification and Organizational Review

MOTION: Moved by C. Pickett to award the contract to AEM Human Resources Consulting in the amount of \$10,480.00 + taxes and additional travel expenses. Second by A. McLoughlin. M.C.

- BDO Auditor was at CRSB office reviewing the World Office Accounting Package for compliance for auditing purposes.

-Transparency and Accountability report for 2012 being worked on.

5. CBPP - Hog Fuel - Are putting together a proposal regarding CRSB wood products.
6. Progress report from Meridian – Closeout operations stopped for the Winter Season

Phase 1 - Terra Nova Regional Site; Gambo , Indian Bay (Centerville/Wareham/Trinity), Lumsden, New West Valley, Cape Freels. (6 Sites) (Survey and approval package complete) Tender awarded to GMK – 75% complete – Postponed until Spring

Phase 2 - Aspen Cove, Carmanville, Gander Bay (Main Point/Davidsville), Musgrave Harbour, ((Survey and approval package complete) Tender awarded to CHARD's Construction. – Work on going – Postponed until Spring

Phase 3 - Birchy Bay, Boyd's cove, Horwood, New World Island, Stoneville, Twillingate, Campbellton (Surveying complete) Awarded to GMK. Work postponed until Spring 2013

Phase 4 - Browns Arm, comfort Cove, Laurcenton, Lewisporte, Little Burnt Bay, Norris Arm, Glenwood. (7 sites). Will be awarded soon. –Work postponed until Spring 2013

Phase 5 - Peterview, Cottrell's Cove, Leading Tickles, Point Leamington, and Point of Bay. (5 Sites)

Phase 6 - Badger, Buchan's, Buchans JCT, Miller Town. (4 Sites)

Phase 7 - St. Brendan's (2 Sites)

Phase 8 - Gander, Exploits (2 Sites)

Curbside Collection – going well

7. Next Meeting - April 18, 2013 or call of the Chair
8. Adjournment

MOTION: Moved by A. McLoughlin to adjourn the meeting. Second by C. Pickett. M.C