

# Minutes

Finalized June 01, 2022

<b>Project name</b>	Brooks Road Landfill	<b>From</b>	Blair Shoniker
<b>Subject</b>	2022 Brooks Road PLC #1	<b>Tel</b>	+1 905 429-5040
<b>Date/Time</b>	March 2, 2022/7:00pm-8:00pm	<b>Project no.</b>	018235
<b>Attendees</b>	Blair Shoniker (BS) – GHD Ryan Loveday (RL) – GHD Tim Danyliw (TD) – BRE Michael Durst (MD) – MECP Hamilton District Chris O’Connor (CO) – MECP Hamilton District Dave Bruce (DB) - PLC Member, Chair John Metcalfe (JM) – PLC Member, Councillor Kim Seaben (KS) – PLC Member Dave Glenney – PLC Member Diane Mantle (DM) – Public Laurie Woolner (LW) – Public	<b>Copy to:</b>	All Attendees

Minutes	Action
<b>Introductions</b>	<ul style="list-style-type: none"> <li>– BS provided the proposed meeting background.</li> <li>– DB asked if Minutes were being recorded. DB noted irregularities that were added following previous meetings. It was noted that items should not be added or removed. BS noted that they are circulated in draft to the Public Liaison Committee (PLC) for review; the PLC can flag any</li> </ul>
<b>Overview and Introduction</b>	<ul style="list-style-type: none"> <li>– BS outlined the agenda and overview for the meeting.</li> <li>– Introductions were provided by each attendee:               <ol style="list-style-type: none"> <li>a. GHD: BS, RL</li> <li>b. Brooks Road Environmental (BRE): TD</li> <li>c. Ministry of the Environment, Conservation and Parks (MECP): MD, MO (Taylor Buck no longer assigned to the Site)</li> <li>d. PLC: DB, DM, KS, DG</li> <li>e. Councillor, Ward 2: JM</li> </ol> </li> <li>– BS provided background with respect to PLC with regards to COVID-19, including e-updates (sent to PLC and broader contact list, posting on website [this will be continued going forward]). Moving forward, potential for in-person meetings may be allowed going forward; no meetings are currently allowed at the Fire Hall. Option for in-person or virtual meeting to be determined in future.</li> <li>– BS outlined ground rules and objectives for the meeting.</li> <li>– BS provided a recap of the PLC purpose and objective. Typical meetings are March, June and November – dates to be confirmed at end of this meeting.</li> <li>– BS noted there are no previous meeting minutes for review as the previous PLC Meeting was completed as an e-update. This presentation will be posted online and sent out to the contact list</li> <li>– DM noted that previously she did not receive an email, nor did one of her contacts in the public, Cory Ross. BS noted that given this was the first meeting face to face (virtually), the intent was to confirm with the PLC going forward what the</li> </ul>

Minutes	Action
	<p>format might be (i.e., Virtual, In-Person). Once format is determined, the appropriate venue or virtual meeting space would be arranged to ensure additional individuals are able to be involved.</p> <ul style="list-style-type: none"> <li>- DM noted the potential to use the Kinsmen Hall, beside the Fire Hall, for future in-person meetings.</li> </ul>
<b>Site Updates</b>	<ul style="list-style-type: none"> <li>- TD provided the Site Update. TD noted that no odour complaints have been received since the last PLC. BRE continues to use odour control measures (misting system and granules) as required. Treated effluent from the on-site Leachate Treatment Plant (LTP) continues to be hauled to the Haldimand County Wastewater Treatment Plant (WWTP). BRE has also installed a visual screening berm, completed in the fall.</li> <li>- TD noted no odour complaints from November 2021 to February 2022 and provided phone numbers for complaints.</li> <li>- TD provided a leachate level update whereas the leachate level decreased from November 2021 to January 2022 and a slight increase due to recent thaw in February 2022. BRE has averaged 2,100,000 litres of treated effluent hauling from November 2021 to February 2022.</li> <li>- TD noted that the target leachate elevation needs to be achieved by March 27, 2022 (+/- 15 days) to 193.8 m AMSL.</li> <li>- TD outlined the Notice of Violation (NOV) issued by the MECP, and the plan submitted by BRE to bring the leachate level into compliance. TD outlined the actions to be used as part of the leachate level reduction strategy. TD provided more information around the proposed potential technology system change for the LTP. TD noted that a new set of membranes has been ordered and is planned for installation in March 2022. TD noted that interim cover installation has been advanced to reduce infiltration into the landfill cell.</li> <li>- TD noted that additional actions are required to reduce the leachate levels. BRE has installed temporary storage tanks to store ponded contact water which is hauled to the Haldimand County WWTP. BRE is also hauling 100 m<sup>3</sup>/day of raw leachate to a licensed WWTP.</li> <li>- DB inquired about ponded water being put into storage tanks. DB asked if there are hydrocarbons in the soil and if it transfers to the water. TD noted that it does meet the requirements for inlet treatment.</li> <li>- DB inquired if leachate is going to the ditch. TD responded that it is not. TD clarified that treated effluent goes to the Haldimand County WWTP and BRE is maintaining capacity at the on-site LTP and the Haldimand WWTP.</li> <li>- DM noted she called for an odour on April 4, 2021 and was noted. TD noted the list of complaints was from the past four months but was included in previous e-updates. BS showed the slide deck again with the complaints.</li> <li>- LW inquired if the LTP is treating the leachate, but they are still hauling off-Site and that the intent is to discharge to the ditch. TD noted that the LTP is currently treating up to 150 m<sup>3</sup>/day and that the allowable ditch discharge is 45 m<sup>3</sup>. The Haldimand WWTP has similar requirements as the ditch discharge. LW asked if the LTP is working; TD noted it is.</li> </ul>
<b>Approvals</b>	<ul style="list-style-type: none"> <li>- BS provided an update for the EA and ECA. BS noted that updates are similar to previous e-updates. EA was completed in Summer 2021. The ECA Amendment application was issued by the MECP on October 1, 2021. BS noted the total approved volume and footprint do not change.</li> </ul>

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<b>MECP Update</b>	<ul style="list-style-type: none"> <li>– Environmental officer Taylor Buck has moved to another office and environmental officer Chris O'Conner now has over site of BRE. Taylor Buck of the MECP conducted inspections at the landfill at the end of 2021. MD noted that a Notice of Violation (NOV) was issued to BRE because the leachate level in the landfill was found to be in noncompliance with the leachate levels required by Environmental Compliance Approval (ECA). MD shared a copy of Schedule C (required leachate level based on date) and Schedule D (required leachate level capacity-based) of the ECA and the basis for each schedule.</li> <li>– MD noted that there was previous confusion from BRE around the requirements of the ECA related to the leachate level. MD noted that a gradual lowering and maintained leachate level is expected, moving towards 191 mAMSL when the landfill is full. MD confirmed that BRE provided a plan to reduce leachate, as outlined by TD. MD noted that Condition 5 of the ECA sets out requirements if the leachate levels are not met including contingency measures BRE may need to implement. MD reviewed Condition 5 (6) of the ECA, as an example of what contingency measures may be required for BRE to undertake if leachate levels are not met or maintained.</li> <li>– MD noted the MECP has only one odour complaint on record in the last year. MD noted his contact information is best used at this time.</li> <li>– DM asked if the trucking route is the same. DM noted they came up First Concession. MD noted that waste trucks are required to follow the required route as outlined in the ECA, but not treated effluent haulers. TD noted that most haulers understand the route, there may be one that gets lost. DB clarified that there was an accident and a spill and that trucks were re-routed. JM noted that the County is working on a plan to ensure trucks don't use an incorrect route in the case of an accident/ emergency.</li> </ul>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>– BS proposed the remaining 2022 PLC meetings for Wednesday, June 1, 2022 and Wednesday, November 2, 2022.</li> <li>– BS noted the PLC will be contacted in advance (beginning of May, one month ahead of meeting) of the next meeting with respect to format for the next PLC Meeting (with consideration for public health requirements around COVID-19). BS noted that if the next meeting is anticipated to be larger, another forum will be required; additional planning is required for either in-person or a virtual option for more participants.</li> <li>– DB noted the hope is that PLC meetings are moving towards more normal, in-person. DB proposed an in-person meeting as long as the local rules continue to move in that safe direction.</li> <li>– BS noted that GHD will send out a request on or before April 29, 2022 to coordinate an in-person meeting at the Kinsmen Hall, along with the back-up virtual option. BS requested that the PLC reply by May 4, 2022.</li> <li>– BS provided an opportunity for any further questions or comments: <ul style="list-style-type: none"> <li>a. DB noted that there has not been an update on the overall Site airspace consumption. RL noted that the airspace consumption is approximately 865,000 m<sup>3</sup> based on a survey completed December 17, 2021. The approved capacity is 1,045,065 m<sup>3</sup>.</li> <li>b. GHD will provide expected remaining landfill life and include in the minutes. DB noted that it can be discussed at the next PLC<sup>1</sup>.</li> <li>c. DB inquired if any further expansion is planned without public notice? BS noted that public notice is required in advance of it.</li> </ul> </li> <li>– DB inquired about the confidentiality clause on each email from GHD. BS noted that it is corporate requirement, added on automatically. DB noted that e-updates, minutes should not include confidentiality clauses. DB requested that it be noted that as PLC chair he is able to distribute. BS noted that the content does go out to the Distribution List and is posted to the BRE website. BS will follow up to inquire if GHD are able to remove the confidentiality clause at the bottom of the email; alternatively, BRE could send out, or members of the public could be directed to the BRE website.</li> </ul>

<sup>1</sup> Follow-up after the PLC Meeting, a survey will be carried out in 2022 to update the airspace volume. Further details will be provided as part of the June PLC Meeting in terms of tonnage accepted up to May 2022 with estimates of airspace volume consumed.

The following Schedule "C" forms part of this Approval

**Schedule "C"**

**Table C1: Target leachate elevations to reach leachate elevation 191 m AMSL based on the date of March 27, 2020.**

Date	Required Leachate Elevation (m AMSL)	Estimated Leachate Volume in Landfill (m <sup>3</sup> )	Volume Removed in Excess of Generation (m <sup>3</sup> )	Forecasted Leachate Generation Rate (m <sup>3</sup> /day)	LTS Discharge to Ditch (m <sup>3</sup> /day)	Required Average Excess Leachate Removal (m <sup>3</sup> /day)
March 27, 2020	198.5	40,000	-	44	45	0
March 27, 2021	196	28,000	12,000	44	45	32
March 27, 2022	193.8	18,000	10,000	42	45	24
March 27, 2023	192.1	10,000	8,000	44	45	21
March 27, 2024	191.3	4,000	6,000	45	45	16
March 27, 2025	191	2,000	2,000	49	45	9.5
March 27, 2026	191	2,000	0	33	45	0

The following Schedule "D" forms part of this Approval

**Schedule "D"**

**Table D1: Capacity-Based Target Leachate Elevations**

Estimated Landfilled Volume (m <sup>3</sup> )	Required Leachate Elevation (m AMSL)
680,000	197.9
710,000	197.4
740,000	196.8
770,000	196.2
800,000	195.7
830,000	195.1
860,000	194.5
890,000	193.9
920,000	193.4
950,000	192.8
980,000	192.2
1,010,000	191.7
1,040,000	191.1
1,045,065	191.0

*The reasons for the imposition of these terms and conditions are as follows:*

Conditions 1(1), 1(2), 1(4), 1(5), 1(6), 1(7), 1(8), 1(9), 1(10), 1(11), 1(13), 1(20), 1(21), 1(22), and 1(23) are to clarify the legal rights and responsibilities of the Owner and Operator under this Approval.

Conditions 1(3) and 7(4) are to ensure that the Site is designed, operated, monitored and maintained in accordance with the application and supporting documentation submitted by the Owner, and not in a manner which the Director has not been asked to consider.

Condition 1(12) is to ensure that the Site is operated under the corporate name which appears on the application form submitted for this approval and to ensure that the Director is informed of any changes.

Condition 1(14) is to restrict potential transfer or encumbrance of the Site without the approval of the Director and to ensure that any transfer of encumbrance can be made only on the basis that it will not endanger compliance with this Approval.

Condition 1(15) is to ensure that the successor is aware of its legal responsibilities.

Conditions 1(16), 1(17) and 1(18) clarify that the Part II.1 Director is an individual with authority pursuant to Section 197 of the Environmental Protection Act to require registration on title and provide any person with an