

# Addenda

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## Design & Operations Report – Proposed North Renfrew Landfill Site

### Foreword

The following are addenda to the report entitled "*Design and Operations Report - Proposed North Renfrew Landfill Site*" (Gartner Lee Limited; GLL 96-166; February 1997).

The addenda are organized (and referenced) according to the specific sections of the *Design and Operations Report*, and, therefore, are meant to be read in conjunction with that report.

#### Section 4.8.3 Site Access, Site Entrance and Traffic Levels

The site access route will be surfaced with asphalt grindings, rather than hard surfacing, from the first landfill gate (near the intersection with Bagg's Road) to the perimeter road. All other sections of the access road remain unchanged. Asphalt grindings have been found to provide a good traffic surface that will eliminate dust, is cost effective, and makes use of recycled materials.

The perimeter access road around the site will be gravel surfaced *as needed, at the discretion of the landfill operator*. Local experience indicates that the native sand is well draining and may provide a suitable working surface for the perimeter road without the additional cost of a full gravel surface treatment. It should also be clarified that the perimeter access road may be constructed progressively as each phase of the landfill operation progresses.

These changes are included in revisions to Figure 6 and Figure 7, attached.

#### Section 4.8.7 Layout of Other Facilities at the Site

The layout of the ancillary facilities at the site has been revised, as shown in the revisions to Figure 6 and Figure 7, attached. The design of the facilities themselves, other than the compost area which has been enlarged (see below), remains the same.

In addition, a location has been included in the facility layout for a heavy equipment storage and maintenance shed. This shed will not be specified and built initially, but may be added later if the contractor/Board finds it necessary.

**Section 5.7.1 Scrap Metal Pile**

The scrap metal pile will be located near the landfill tipping area to facilitate easier segregation of metals from mixed waste loads. The pile will be moved from time-to-time as the landfill working area progresses in each phase. This change is included in revisions to Figure 6 and Figure 7, attached.

**Section 5.7.4 Recycling Area**

**Recycling Depot**

In accordance with Part III of Regulation 101/94, the recycling depot will receive and accept a variety of source-separated waste materials categorized under Schedules 1 and 2, to be transferred off-site without processing. Storage capacity of the recycling depot will not exceed 200 m<sup>3</sup>.

**5.7.4.2 Household Hazardous Waste Area**

Location

The designated household hazardous waste area will be located in the recycling area adjacent to the attendant shelter to ensure that the area is closely monitored by the attendant (Figure 6). Access to the area for acceptance and receipt of wastes will be controlled through the attendant, and the designated area will be fenced and locked.

Waste Types

Household hazardous waste types designated for the area will be restricted to used motor oil, batteries and paints from residential sources only.

Storage

Each waste type will be stored in suitable drums placed in separate concrete containment cells to accommodate any spills or leaks. The drums will be supplied by a licensed carrier under contract with the Board. The entire designated area will be fenced in with a locked gate, with access restricted to the site attendant. Storage on the site will be limited to no more than 90 days.

Hours of Operation

The household hazardous waste area will be open during landfill site hours of operation; however, access will be restricted to those times when the site attendant is available to personally supervise the transfer to

the bins. Any restrictions to the time schedule will be determined by the Board, under advisement by the site attendant, and subsequently communicated *via* notices to all residents. The schedule will be posted at the household hazardous waste area.

### Signage

Signs will be posted above each containment cell to clearly identify each permitted waste type. A sign will be posted beside the cells, in clear view, citing procedures for receipt and acceptance of waste, and basic safety precautions (see Appendix A). Additional signs will be placed beside or above safety equipment, one sign to establish access to “authorized personnel only”, and “NO SMOKING” signs prominently posted around the area.

### Waste Generator

The Board will submit to the MOE a Generator Registration Report and obtain a Generator Number to allow the Board to receive, bulk and transfer these specific household hazardous wastes at the landfill site.

### Safety and Emergency Equipment

The following safety and emergency equipment will be made available on-site at all times while the bulking facilities are in operation:

- First aid kit;
- Eyewash unit;
- Fire extinguisher;
- Waste registration forms, clipboard, and pens;
- Hard copy of safety and emergency procedures, emergency contact names and numbers;
- Phone;
- Safety suit, goggles, neoprene gloves;
- Disposable towels;
- Absorbent material;
- Sand;
- Shovel and bucket; and
- Table.

### Safety and Emergency Procedures

Safety and Emergency Procedures will be conducted relative to the to the incident, as set out in Appendix A.

### Operations Plan

*Receiving Waste:* The receipt of the household hazardous waste shall be controlled by the site attendant during scheduled time periods. The household hazardous waste area will not be operated without the site attendant being present. The site attendant will ensure that all safety and emergency equipment is readily available and in place any time the site is in operation.

Residents will be directed to approach the area for the acceptance of the waste. If approaching the area by way of vehicle, the resident will be instructed to turn off the ignition. The attendant will then assist the resident in removing the waste from the vehicle and place on a table ready for inspection and acceptance before placement into drums. The site attendant will request from the resident to provide the following information: name of resident, address, municipality, telephone number, types and quantities of waste received. The resident may leave once the waste materials has been inspected.

*Acceptance and Placement of Waste:* The site attendant will visually inspect the household hazardous waste to ensure the integrity of the waste. Any waste that is deemed suspect will be refused. The resident will be promptly informed and the reason for refusal will be documented and reported to the Board.

The site attendant will ensure safe placement and storage of waste in appropriate drums, under safe conditions using appropriate safety precautions (appropriate protective gear). Waste oil that has been visually inspected and accepted by the site attendant may be carefully placed in the waste oil drum. Empty oil containers, if not recyclable, may be landfilled, or otherwise placed in the appropriate recycling bin. Spent batteries are to placed in a designated drum, under specific instructions dictated by the licensed carrier. Paints may be poured by the attendant into the paint drum and the empty paint containers set aside within the enclosure to dry. Once dry, they will either be landfilled, or recycled if possible. (Note that separate drums may be provided for latex and oil paints, depending on the requirements of the receiver.)

*Housekeeping:* Each day of operation, the site attendant will ensure the area is clean of spills, leaks and miscellaneous litter, including empty containers. Any incidents such as spills will be recorded and handled using appropriate safety/emergency measures (see Appendix A). The site attendant will ensure that all safety equipment is returned to their original locations, and ensure the area is secured before leaving.

*Monitoring Inspecting:* The site attendant will be responsible for monitoring and inspecting the household hazardous waste area on a daily basis, and will record any irregularities such as spills, leaks or damage to the drums or containment cells. Any spills or leaks will be dealt with immediately using appropriate measures (see Appendix A).

*Transfer Off-Site:* The site attendant will arrange pick-up of wastes with the licensed carrier retained under contract to the Board, and will be present while the licensed carrier is on site. The licensed carrier will be responsible for loading, labelling and transporting the designated household hazardous waste to an approved facility for recycling and/or disposal. The licensed carrier will ensure that replacement drums are provided.

Before the waste leaves the site, a Waste Manifest Form provided by a licensed carrier, will be completed and signed by both the generator (the Board's representative) and the licensed carrier. The attendant is responsible for completing Section A of the Manifest Form, and ensure that the licensed carrier appropriately completes Section B. The first copy of the Manifest will be removed and forwarded to the Director of Waste Management Branch of the MOE within three working days. The second copy will be removed by the site attendant and kept on file for two years. The four remaining copies will be kept by the licensed carrier. The site attendant should receive the sixth copy of the Manifest from the receiver of the waste within two weeks of the waste pick-up. If this does not occur, the site attendant will be required to contact the receiver to verify that the waste reached its intended destination. If the waste cannot be traced within four weeks of the pick-up, the Director of Waste Management Branch of the MOE will be notified immediately.

*Record Keeping:* Data on the household hazardous area activities will be recorded and will include the following:

- All records of wastes received;
- All records of wastes refused;
- Collection event summaries including reporting of spills/incidents, remedial action and follow-up;
- Monitoring and inspection schedules, including remedial actions and follow-up;
- All records of problems/complaints encountered including remedial action and follow-up; and
- Manifest form copies.

*Reporting:* The Board will be responsible for reporting annually on household hazardous waste area activities, and compliance to regulations under the Environmental Protection Act, in accordance with the relevant conditions set out in the Certificate of Approval.

### 5.7.5 Composting Area

The composting area will be enlarged in size from 20 m by 50 m shown in the original report, to 40 m by 50 m, to allow additional working room for the equipment to manoeuvre. The additional area remains within the landfill property and will be completely fenced, as before. Figures 6 and 7 (attached) have been modified to reflect the changed location and dimension.

The dimensions of the windrows specified in the report (3.5 m wide by 2.5 m high) were considered to be typical, although based on local operating experience, and for practical reasons associated with the equipment available to turn the compost, it is noted that the windrows may range up to 10 m wide by 3 m

high. The dimensions of the windrows will be varied within this range during the initial operations to determine which dimensions are optimum in terms of compost quality and ease of site operations.

#### 9.1.1 Triggering Mechanism

Both the Tier I and Tier II Trigger Level are amended such that they both read:

*“.. with the exception of aluminum, iron and total phosphorus which shall not exceed the 75th percentile of the pre-development concentrations ..”*

The italics indicate the additions. These changes reflect suggestions made by the MOE that phosphorus should be added to the list of exceptions, and that the 75th percentile concentration was a more appropriate and reasonable standard for triggering contingencies.

#### Appendices

The following appendix (Appendix A) is to be added to the report and posted at the site office and all other appropriate locations on the site. The Board and/or site attendant will ensure that the emergency procedures and contact numbers are kept current, and updated when necessary.

# Appendix A

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## **Basic Safety and Emergency Procedures**

### Basic Safety Procedures

1. **Handling Waste:**
  - Make sure you know what you are handling.
  - When in doubt, do not handle it.
  - Understand what you are handling, and the risks associated with it.
2. **Use Protective Equipment**
  - Make sure you are wearing protective clothing (protective suit, goggles, gloves, etc.).
  - Know how to use the first aid kit, fire extinguisher and the eye wash unit.
3. **Housekeeping and Cleanliness**
  - Keep working area clean and tidy.
  - Wash thoroughly after handling waste, and before eating.

### Accidents/Injuries

1. Make sure that the first aid kit is readily at hand.
2. Use emergency first aid training to treat injury, but do not use medication or ointments unless these are self-administered by the injured party.
3. If a severe injury has been sustained, call an ambulance to get the injured party to a hospital quickly.
4. Do not move injured party if you suspect neck or spine injury, unless absolutely necessary for their safety. Keep victim warm and comfortable until ambulance arrives at site.
5. Promptly record and report the incident to the Board as soon as possible.

### Chemical Exposure

#### Chemical Burns

1. Immediately flush exposed skin using water.
2. Cover burn with sterile dressing. Do not apply ointments or neutralizing solution.
3. If eyes are exposed to chemicals, flush eyes with portable eye wash unit with eyelid open. If only one eye is exposed, avoid rinsing chemical into other eye.
4. Arrange for injured party to be transported to the nearest hospital for treatment. Call ambulance if necessary.
5. Promptly record and report the incident to the Board as soon as possible.

Inhaled Chemicals

1. Move victim to fresh air area.
2. Apply artificial respiration if breathing has stopped (a pocket mask can be used to prevent direct mouth to mouth contact).
3. Contact Poison Information Centre for assistance.
4. If necessary, call ambulance to arrange for injured party to be transported to the nearest hospital.
5. Record and report incident to the Board as soon as possible.

Swallowed Chemicals

1. Contact Poison Information Centre immediately for assistance.
2. Call ambulance if necessary to transport injured party to hospital for additional treatment.
3. Record and report incident to the Board as soon as possible.

Fire

1. Evacuate the immediate area.
2. Call the Deep River Fire Department and if necessary an ambulance and the Deep River Police Department.
3. Use the fire extinguisher only when somebody's life is threatened or if you judge that the fire can be extinguished with the fire extinguisher.
4. Record and report incident to the Board as soon as possible.

Leaks and Spills

1. Ensure the area is secure, and evacuate if necessary.
2. Ensure that there are no fire or safety hazards
3. Eliminate all possible ignition sources
4. If spill/leak is large (> 50 litres), contact the Ministry of the Environment, Environment Spill Reporting for assistance.
5. If spill/leak is small, use the appropriate absorbent material to clean up.
6. In all spill/leak incidents, use shovel for digging to contain the spilled waste.
7. Pick-up, pack and store for disposal the cleaned up material in a suitable storage container.
8. Record and report incident to the Board.



## Emergency Contact Numbers

<b>Ambulance</b>	<b>584-2533</b>
<b>Hospital (Deep River and District)</b>	<b>584-3333</b>
<b>Fire Department (Deep River)</b>	<b>584-3500</b>
<b>Police Department (Deep River)</b>	<b>584-3500</b>
<b>MOE Environment Spill Reporting</b>	<b>1-800-268-6060</b>
<b>Poison Information Centre</b>	<b>1-800-267-1373</b>