

**THIRD PARTY INDEPENDENT AUDIT
DURHAM YORK ENERGY CENTRE FACILITY
OPERATIONS PHASE AUDIT - 2019**

Submitted to:

Durham York Energy Centre
Region of Durham
1835 Energy Drive
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Prepared by:

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EXECUTIVE SUMMARY

BluMetric Environmental Inc. (BluMetric™) was retained by the Regional Municipality of Durham to complete the annual, third party, independent audit of the Durham York Energy Centre (DYEC) Facility Operations for a three year period commencing in 2018 and ending after the final report is submitted in 2020. The 2019 operations phase audit was conducted in September 2020 instead of April due to access restrictions imposed as a result of the COVID-19 pandemic.

The audit was conducted to satisfy Condition 16 of the DYEC Environmental Assessment Notice of Approval, Condition 15(2) of the Environmental Compliance Approval (ECA) as well as applicable regulatory criteria. The audit was completed in accordance with CSA Z773 Environmental Compliance Auditing Standard, the Durham York Energy Centre Operations Phase Audit Plan, as well as the International Accreditation Forum (IAF) MD 4:2018 (Issue 2) Standard - IAF Mandatory Document for the Use of Information and Communication Technology (ICT) for Auditing/Assessment Purposes, the IAF ID 12:2015 (Issue 1) Standard - Principles on Remote Assessment and the Durham York Energy Centre Operations Phase Audit Plan Revision 1. Auditing evidence was collected through documentation review, interviews, a remote site tour of interior operations and a site visit to observe exterior infrastructure. Document review included the most recent version of each document, including a review of recommendations from the previous year's third party independent audit. The audit was conducted on September 1 and 2, 2020 and included the review of records created between January 1 and December 31, 2019.

For the 2019 operational year, DYEC operated in general accordance with environmental legislations and their Environmental Assessment conditions. There was one new non-compliance identified for the 2019 operational year. Four opportunities for improvement were noted pertaining to the loader cleaning procedure, waste oil drum spill, and site signage. There were two outstanding items remaining from previous operation year external audits.

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1 INTRODUCTION

The Durham York Energy Centre (DYEC) is a waste-to-energy facility located in Courtice, Ontario that processes approximately 140,000 tonnes of solid municipal waste (SMW) annually, generating up to 20 MW of electricity. BluMetric Environmental Inc. (BluMetric™) was retained by the Regional Municipality of Durham to complete an annual third party independent audit of the DYEC Facility Operations for a three year period commencing in 2018 and ending after the final report is submitted in 2020.

The 2019 operations phase audit was carried out to satisfy Condition 16 of the DYEC Environmental Assessment Notice of Approval, Condition 15(2) of the Environmental Compliance Approval (ECA, formerly known as Certificate of Approval) as well as applicable regulatory criteria. The limitations of this study are presented in **Appendix A**.

1.1 SCOPE OF WORK

The audit was completed in accordance with CSA Z773 Environmental Compliance Auditing Standard, the Durham York Energy Centre Operations Phase Audit Plan as well as the IAF MD 4:2018 (Issue 2) IAF Mandatory Document for the Use of Information and Communication Technology (ICT) for Auditing/Assessment Purposes and IAF ID 12:2015 (Issue 1) Principles on Remote Assessment. Auditing evidence was collected through documentation review, interviews, a remote site tour of interior operations and a site visit to observe exterior infrastructure. Document review included the most recent version of each document, including a review of recommendations from the previous year's third party independent audit.

The scope of the audit consisted of review of records created between January 1 and December 31, 2019 related to the following:

1. Confirmation that the operations at the Site are undertaken in accordance with the requirements of the Environmental Assessment Approval, Environmental Compliance Approval, and regulatory requirements.
2. A review of the monitoring and testing results required by the ECA.
3. A review of any complaints received about the operation of the Facility.
4. A review of recommendations for improving the operation of the Facility received from the Advisory Committee.
5. Recommendations for any improvements to ensure that facility operations are compliant and protective of human health and safety and the environment.

6. Observations made during the walkthrough of the entire site (interior sections were visited remotely while exterior portions were visited in person).
7. A review of all operations used in connection with the undertaking.
8. A detailed review of all records required to be kept by the EA Notice of Approval or under any other ministry approvals for the undertaking.

2 AUDIT METHODOLOGY

The third party audit was executed by BluMetric in three phases as follows:

Phase I	Audit Plan and Document Review
Phase II	On-Site and Remote Audit
Phase III	Audit Reporting

2.1 PHASE I: AUDIT PLAN AND DOCUMENT REVIEW

An Audit Plan was prepared by BluMetric and submitted to the DYEC on August 4, 2020. The plan briefly described the audit objectives, scope and criteria, audit approach and methodology (remote site tour, site visit, interviews, etc.), presented the schedule and timetable, audit activities and documents to be reviewed on-site. The Audit Plan is presented in **Appendix B**.

Prior to the on-site audit, the BluMetric auditors reviewed available documentation to verify the scope of the audit, update the audit checklists, and create site specific audit questions. Documentation was available from the DYEC website (<https://www.durhamyorkwaste.ca>) and consisted of approvals, agreements, annual environmental monitoring reports, facility operations reports and facility management plans. A complete list of documents reviewed is provided in **Appendix C**. The 2018 Operations Independent Third Party Audit Report was reviewed and the recommendations from this report were noted as audit questions.

2.2 PHASE II: ON-SITE AND REMOTE AUDIT

The audit was conducted on September 1 and 2, 2020 by BluMetric auditors Ms. Philippa McPhee, B. Sc. (Auditor) and Ms. Jessica Petrocco M. Eng., P. Eng., EP (CEA) (Lead Auditor). Mr. Ian Macdonald, M.Sc., P. Geo., EP (CEA) (Senior Review) provided senior review of pre/post audit activities and report preparation. The on-site audit consisted of the following major steps.

2.2.1 Opening Meeting

As per the schedule of the Audit Plan, the opening meeting commenced at 9:00 am on September 1, 2020 via Microsoft Teams. The purpose of the opening meeting was to introduce the audit team and site representatives, summarize the objectives, scope and criteria of the audit, outline the audit protocols, review health and safety protocols and review the audit schedule and facility operations. The following stakeholders for the audit were present:

- Ms. Lyndsay Waller, Operations Technician, Regional Municipality of Durham
- Ms. Amanda Huxter, Environmental Specialist, Covanta
- Mr. O'Neil Wright, Internal Auditor, Regional Municipality of Durham
- Ms. Philippa McPhee, External Auditor, BluMetric Environmental Inc.
- Ms. Jessica Petrocco, External Lead Auditor, BluMetric Environmental Inc.

2.2.2 Inspection of Facility

With support from the DYEC audit team, BluMetric auditors virtually toured the interior of the DYEC facility including the tipping floor, Grizzly Building, Compressor Alley, Boiler Building, Maintenance Shop and Control Room, on September 1, 2020 via video conferencing (Microsoft Teams). All exterior areas, including the east and west ponds, scale house, residue storage building, entrance to the tipping floor, fire water pump house and all storage vessels of the DYEC facility were visited in person on September 2, 2020 by Ms. Philippa McPhee. The weather was noted to be approximately 22°C, overcast and windy. The tour included inspection and documentation of facility operations, environmental controls and mitigation measures in place and interviews with DYEC operations staff. Interviews were brief and focused on aspects that are relevant to the job or position of the interviewee. All facility operations were inspected excluding the electrical building and CEMS building interiors.

2.2.3 Collection and Review of Documents and Records

An in-depth review of documents and records was completed to confirm that all site activities complied with legislative requirements and conditions of approvals and permits including the commitments made in the EA report. Additional documents reviewed on-site are included in **Appendix C**.

2.2.4 Closing Meeting

At the closing meeting on September 2, 2020, BluMetric verbally presented audit findings to the DYEC stakeholders. BluMetric solicited input from the DYEC audit team, providing BluMetric with an opportunity to receive feedback and undertake further verification if necessary. The following stakeholders were present at the closing meeting:

- Mr. Andrew Evans, DYEC Project Manager, Regional Municipality of Durham
- Ms. Lyndsay Waller, Operations Technician, Regional Municipality of Durham
- Mr. O'Neil Wright, Internal Auditor, Regional Municipality of Durham
- Ms. Amanda Huxter, Environmental Specialist, Covanta via Microsoft Teams
- Ms. Philippa McPhee, External Auditor, BluMetric Environmental Inc.
- Ms. Jessica Petrocco, External Lead Auditor, BluMetric Environmental Inc. via Microsoft Teams

2.3 PHASE III: AUDIT REPORTING

This report has been prepared in accordance with the Durham York Energy Centre Operations Phase Audit Plan Revision 1 and presents the audit observations, conclusions and recommendations with respect to the 2019 operations of the DYEC. All review findings have been supported by evidence collected during the course of the audit. Observations made by the auditors are summarized in the ECA and EA checklists included in **Appendix D**.

3 FINDINGS AND RECOMMENDATIONS

3.1 PREVIOUS AUDIT FINDINGS

The Independent Third Party Audit for the 2018 Operational Year was completed by BluMetric. Each year, previous audit findings are considered as potential risk areas and are therefore re-visited to assess status. The findings presented in the Audit Report dated April 26, 2019 are listed in Table 1 below with the current compliance status:

Table 1: Previous Audit Findings

Audit Year	Finding	2019 Audit Status
2016	<p><i>Non-Compliance</i> ECA 8(15) – requires visual screening in accordance with documentation in “Schedule A”. Although the visual screening is in place, sign off for landscaping remains outstanding from the Municipality of Clarington because some of the trees have not remained viable for the minimum required time period.</p>	<p>Facility personnel stated that this item is still an outstanding item but is actively being resolved with the Municipality. This item remains open.</p>
2017	<p><i>Non-Compliance</i> The current Spill Contingency and Emergency Response Plan is not-up-to-date as it was written during the construction phase. Covanta has their own internal DYEC Emergency Action Plan/Fire Safety Plan Revision 9.0 Updated October 14, 2016 and Spills Clean Up and Disposal SOP (S-ENV-002) dated March 11, 2014 that their employees are trained on. Facility personnel indicated that they are in the process of up-dating the Contingency and Emergency Response Plan. ECA 11 (4) and ECA 11 (6).</p>	<p>During the site visit, Covanta staff indicated that they were still in the process of up-dating the Contingency and Emergency Response Plan. This item remains open.</p>
2017	<p><i>Opportunity for Improvement</i> The majority of non-flammable materials were clearly identified as being non-flammable; however, there was a non-flammable gas cylinder stored within a flammable cage.</p>	<p>During the site visit, BluMetric Auditors did not observe non-flammable gas cylinders stored within a flammable cage. This item is closed.</p>

Table 1: Previous Audit Findings

Audit Year	Finding	2019 Audit Status
2018	<p><i>Opportunity for Improvement</i> During the site visit, a drum of liquid waste oil was located on a skid near the doorway.</p>	<p>During the site visit, BluMetric Auditors did not observe drums located near doorways. This item is closed.</p>
2018	<p><i>Opportunity for Improvement</i> The outcomes of monthly and annual meetings with the MECP are not documented by the Region of Durham.</p>	<p>The Region of Durham has indicated that, in discussions with the local Environmental Officer for the MECP, meeting minutes of monthly and annual meetings will not be documented. This item is closed.</p>
2018	<p><i>Opportunity for Improvement</i> During the site visit, there was a vehicle driving the wrong way on a one way section of the road.</p>	<p>Signage and arrows painted on the asphalt drive were visible in 2020. This item is closed.</p>

3.2 POSITIVE FINDINGS

Several specific positive findings were noted during the current audit as described below.

- On site staff was positive during their interactions with auditors and willing to answer questions and explain their roles and responsibilities.
- The quantity of waste located in the waste pit of the Tipping Building is documented daily using a semi-quantitative worksheet that converts the waste height in sectors into a mass.
- There is an overall high level of awareness of environmental concerns at the site and many efforts are made to minimize/eliminate potential environmental impacts. When issues arise, immediate corrective action steps are taken to find a solution (e.g. unsigned manifest).
- Overall, there is evidence of a strong occupational, health and safety (OHS) culture with program and controls in place to protect workers.

Non-compliance (Table 2) and opportunities for improvement (Table 3) are presented in the following sections.

3.3 NON-COMPLIANCES

Table 2: Findings – Non-Compliances

ID		Condition	Finding/Observation	Recommendation
1		ECA 8(2) The Owner shall ensure that the entrance and exit doors into the Tipping Building, the Residue Building and the Grizzly Building are kept closed at all times except to permit the entry or exit of the respective waste transport vehicles and waste handling equipment into and out of these Buildings.	During the site visit, the door of the Grizzly Building (facing West) was open and there was no evidence of waste handling equipment entering or exiting the building.	Ensure that the Grizzly Building doors are kept closed when waste handling equipment is not in use.

3.4 OPPORTUNITIES FOR IMPROVEMENT

Table 3: Findings – Opportunities for Improvement

ID	Finding/Observation	Recommendation
1	The loader used for bottom ash, fly ash, ferrous and non-ferrous transport is reportedly blown off with compressed air when switching to different waste. The SOP-L-Ref-001 Loader Cleaning Procedure does not indicate that air is a method of cleaning.	If deemed to be an acceptable practice, consider adding this cleaning method to the SOP.
2	During the site visit, a small quantity of liquid was noted on the floor beside a drum used to decant waste oil. The waste oil drum was fitted with a screen at the top and was sitting on top of spill containment. The waste oil drum was located indoors and no pathways to the environment were evident (refer to Appendix E for a photograph).	Consider investigating how the small quantity of oil dripped onto the floor, why it was not cleaned up and why it was not reported.
3	The facility sign located at the entrance to the site was observed to have shrubs covering the lowermost part of the sign.	Considering maintaining the shrubs to ensure that the site signage does not be blocked from view (ECA condition 3(1)).
4	During the site visit, there was one small cage with compressed gas cylinders, located adjacent to a larger cage, which did not have a “No Smoking” sign (ECA 3(2)).	Ensure that a “No Smoking” sign is affixed to the small cage.

4 AUDIT CONCLUSIONS

During the audit, facility personnel were cooperative throughout the process. Personnel were responsive to feedback and demonstrated an interest in developing and implementing corrective measures, which reflects the personnel's commitment and the site's culture with respect to environmental protection.

For the 2019 operational year, DYEC operated in general accordance with environmental legislations and their EA conditions. One new non-compliance was identified for the 2019 operational year. Four opportunities for improvement were noted pertaining to the loader cleaning procedure, waste oil drum spill, and site signage. There are two outstanding items remaining from previous operational external audits that pertain to the updating of a Spill Contingency and Emergency Response Plan and the placement of visual screenings.

Respectfully submitted,
BluMetric Environmental Inc.

Jessica Petrocco, M. Eng., P. Eng., EP (CEA)
Auditor

Philippa McPhee, B.Sc.
Auditor

Ian Macdonald, M. Sc., P. Geo., EP (CEA)
Senior Auditor

APPENDIX A
Limiting Conditions

LIMITATIONS AND CONDITIONS

The International Organization for Standardization (ISO) 19011: Guidelines for the audit of quality and / or environmental management systems, states that there is an element of uncertainty in any environmental audit because it is limited in time and requires limited resources. This results in audit evidence being based on a sampling of available information. In order to maintain a reasonable budget and conform to time restraints, audits are always based upon a sampling of processes, systems, operations and documents. Not every single document, operation, system, process, or piece of information relating to environmental performance can be reviewed. The size of the sample selected by the auditors is appropriate to the size and scale of the operation and information available. Objective evidence collected by the auditor is based upon the sampling.

BluMetric Environmental Inc.'s (BluMetric™) use of audit protocols, recognized auditing practices and a team of qualified professionals is intended to minimize the risk of errors and omissions as a result of time and resource restraints allocated for the audit.

The results of this audit are based on document review, site visit (both remote and in person) and interviews with personnel of DYEC. The audit results cannot be considered as a guarantee that all potential non-compliances have been identified. BluMetric accepts no responsibility for the validity of the report for persons other than DYEC. Please note that this report does not constitute legal advice.

The text should be read as a whole, since sections taken out of context could be confusing. Should there be any discrepancies between the draft and the final version of this report, the most recent version shall prevail.

APPENDIX B
Audit Plan

APPENDIX C

List of Records and Documents Reviewed

LIST OF RECORDS AND DOCUMENTS REVIEWED

Reviewed from the DYEC Website

- 2018 Annual Solid Waste Diversion Report, York Region
- 2018 DYEC Third Party Independent Audit Report - Operations Year 2018, MECP acknowledgement letter dated October 9, 2019
- 2018 Third Party Independent Audit DYEC Facility Operations Phase Audit Report
- 2018 Waste Management Annual Report 2018, Region of Durham
- 2019 Annual Groundwater and Surface Water Monitoring Report, RWDI, April 20, 2020
- 2019 Complaint and Inquiry Logs
- 2019 DYEC Facility Operations Annual ECA Report
- 2019 DYEC Facility Operations Annual Report Submission Letter
- 2019 Odour Management and Mitigation Monitoring Report, Covanta Durham York Renewable Energy, November 2019
- DYEC 2019 Compliance Emission Testing in Accordance with Amended ECA No. 7306-8FDKNX, ORTECH dated November 18, 2019
- DYEC 2019 Compliance Monitoring Report, dated October 25, 2019.
- DYEC 2019 Voluntary Compliance Emission Testing Program, ORTECH November 25, 2019
- DYEC GW and SW Monitoring Plan Request to Amend GW Monitoring Frequency, Ministry Letter dated May 7, 2019
- DYEC Operations Phase Audit Plan Revision 1, April 7, 2020
- DYEC Operations Phase Audit Plan Revision 1 and Third Party Audit Report - Operations year 2019, MECP Approval Letter dated May 6, 2020
- RWDI, Annual Ambient Air Quality Monitoring Report: Continuous and Periodic Monitoring Program, May 13, 2020
- RWDI, Q1 Ambient Air Quality Monitoring Report, May 14, 2019
- RWDI, Q2 Ambient Air Quality Monitoring Report, August 12, 2019
- RWDI, Q3 Ambient Air Quality Monitoring Report, November 14, 2019
- RWDI, Q4 Ambient Air Quality Monitoring Report, February 10, 2020

Reviewed On Site

- Abell Pest Management Program, January 22, 2019
- 2019 Annual Groundwater and Surface Water Monitoring Report. RWDI April 20, 2019
- 2019 Annual GW Durham Region submission to MECP dated April 27, 2020

- 2019 ESDM (Appendix 27 Dispersion Modelling Results for the 2019 Testing Program, Ortech [Technical Memo dated November 18, 2019 from Golder Associates]).
- 2019 GHGRP - Confirmation of Submission, dated July 31, 2020
- 2019 GHGRP Report Preview
- 2019 NPRI Report Preview, Report Submitted July 26, 2020
- Ambient Air Monitoring Report Q1. RWDI May 14, 2019 - Submission May 15, 2019 RWDI
- Ambient Air Monitoring Report Q1. Addendum RWDI November 30, 2019
- Ambient Air Monitoring Report Q2. RWDI August 12, 2019 - Submission August 14, 2019 RWDI
- Ambient Air Monitoring Report Q2. MECP - Data validation September 13, 2019
- Ambient Air Monitoring Report Q2. Addendum RWDI November 11, 2019
- Ambient Air Monitoring Report Q3. RWDI November 14, 2019 - Submission November 14, 2019 RWDI
- Ambient Air Monitoring Report Q4. RWDI February 14, 2020 - Submission February 14, 2020 RWDI
- C-0200 Rev 9 Grading and Drainage Partial Plan, December 23, 2014
- C-0201 Rev 7 Grading and Drainage Partial Plan, December 23, 2014
- Covanta 2019 Complaints/Concerns Received at DYEC log
- Covanta 2019 Annual Sewage Inspection Forms, October 28, 2019
- Covanta Admin - August 2019, Personal Training Record, WHMIS and GHS
- Covanta Crew A - August 2019, Personal Training Record, Hazardous Materials, SHE WIN
- Covanta Crew B - August 2019, Personal Training Record, Hazardous Materials, SHE WIN
- Covanta Crew C - August 2019, Personal Training Record, Hazardous Materials, SHE WIN
- Covanta Crew D - August 2019, Personal Training Record, Hazardous Materials, SHE WIN
- Covanta CRO Daily Log April 29, 2019, August 22, 2019, December 12, 2019
- Covanta CRO Log Book January 13 - 14, 2019, March 27 - 28, 2019, August 1 - 2, 2019, October 10 - 11, 2019
- Covanta Diesel Fuel Delivery Checklist, February 12, 2019
- Covanta Diesel Fuel Delivery Checklist, September 9, 2019
- Covanta DYEC Bottom ash Sampling Record, February 5, 6 and 7, 2019
- Covanta DYEC Bottom ash Sampling Record, May 14, 2019

- Covanta DYEC Bottom ash Sampling Record, July 16, 2019
- Covanta DYEC Bottom ash Sampling Record, November 5, 2019
- Covanta DYEC Spill Report Log: Year 2019
- Covanta DYEC Summary of Laboratory Results: Bottom Ash - Loss of Ignition (ASTMD5468) Q4 2017 CASTP to Q3 2020
- Covanta DYEC Weekly Environmental Site Inspection Form, week of January 14, 2019
- Covanta DYEC Weekly Environmental Site Inspection Form, week of April 29, 2019
- Covanta DYEC Weekly Environmental Site Inspection Form, week of May 13, 2019
- Covanta DYEC Weekly Environmental Site Inspection Form, week of October 7, 2019
- Covanta Environmental 5 day Notification Report, CO Exceedance July 20, 2019, Spills Centre Ref # 8354-BEAAGJ
- Covanta Environmental 5 day Notification Report, CO Exceedance May 4, 2019 Spills Centre Ref # 5253-BBUDN3
- Covanta Hazardous Materials Training Powerpoint, August 2019
- Covanta Maint' - Sept 2019, Personal Training Record, Hazardous Material, Boiler Fouling Safety
- Covanta Manifest summary 2018 (ON7245228)
- Covanta Meter Reading File, Pit Inventory for May 18, 2019
- Covanta Odour Log, Jan 2 and 22, 2019, February 4, 2019, September 21 to October 4, 2019
- Covanta Ops - August 2019, Personal Training Record, Hazardous Materials, SHE WIN
- Covanta Outside Environmental Checklist, February 16, 2019, Completed by K. Remillard
- Covanta Outside Environmental Checklist, April 15, 2019, Completed by D. Allen
- Covanta Outside Environmental Checklist, August 1, 2019, Completed by K. Remillard
- Covanta Outside Environmental Checklist, December 16, 2019, Completed by D. Allen
- Covanta Spill Reporting Form, August 20, 2019
- Covanta Spill Reporting Form, October 11, 2019
- Covanta Unacceptable Waste Log, January to March 29, 2019
- Covanta Unacceptable Waste Log, March 29 to June 21, 2019
- Covanta Unacceptable Waste Log, June 24, to September 17, 2019

- Covanta Unacceptable Waste Log, September 18 to December 19, 2019
- Covanta Waste Screening Report - Tipping Floor, January 4, 2019
- Covanta Weekly Emergency Diesel Generator Data Record, September 7, 2019
- Covanta Weekly Diesel Fire Pump Test Log, July 1, 2019
- Covanta Year-End Report, 2019
- Customer/Material Reports - December 2019
- Durham Daily Odour Monitoring Log Sheet January to December 2019
- Durham Monthly OHS/Operational Workplace Inspections for May and October 2019.
- Durham Regional submission to MECP requesting reduction in monitoring during 418 construction.
- Email from Ministry Phil Dunn re: DYEC Notice of Emergency Storage of Waste dated March 19, 2019
- Email from Ministry Phil Dunn re: DYEC Notice of Emergency Storage of Waste dated September 21, 2019
- Email submission of Annual Report to the waste to energy committee - March 30, 2019 from the DYEC Administrative Assistant Melodie Smart
- Emergency Generator Inspection - Shift Engineer Log Book February 7, 2019
- Emergency Generator Inspection - Shift Engineer Log Book March 14, 2019
- Emergency Generator Inspection - Shift Supervisor Email December 5, 2019
- Letter to the Ministry regarding Notice of Emergency Storage of Waste, dated March 19, 2019
- Letter to the Ministry regarding Notice of Emergency Storage of Waste, dated September 21, 2019
- Letter to the Ministry regarding the Termination of Notice of Emergency Storage of Waste, Dated April 18, 2019
- Letter to the Ministry regarding the Termination of Notice of Emergency Storage of Waste, Dated October 8, 2019
- Manifest CA40374-4, February 8, 2019 brown copy 6
- Manifest CA40374-4 email chain between Amanda Huxter, Covanta and Dawn Leeder, GFL, April 1, 2019
- Manifest CF044924-3, June 10, 2019 green copy 2, brown copy 6
- Manifest CF043323-9 June 28, 2019 green copy 2, brown copy 6
- Manifest CF040334-9, September 20, 2019 green copy 2, brown copy 6
- Manifest CF041214-2, December 4, 2019 green copy 2, brown copy 6
- MS Outlook Meeting Request for the monthly DYEC meetings with MECP, Covanta, and York and Durham Regions - Third Thursday of each month in 2019.

- Ontario Ozone Depletion Prevention Card, Mark James Rooth, Expiry August 30, 2023
- Ontario Exterminator Licence, Charles Macaluso, Expiry April 30, 2024
- Ontario Pesticides Operator Licence, Abell Pect Control Inc., Expiry Date December 31, 2019
- Saturn Scale Systems, Inc., Scale Calibration Report, May
- Saturn Scale Systems Inc. Truck Scale Calibration Report, Aug 20, 2019
- Saturn Scale Systems Inc. Truck Scale Calibration Report, October 23, 2019
- SGS Analysis Report (Bottom Ash), February 19, 2019
- SGS Analysis Report (Bottom Ash), May 31, 2019
- SGS Analysis Report (Bottom Ash), July 31, 2019
- SGS Analysis Report (Bottom Ash), November 21, 2019
- Transportation of Dangerous Goods for Shippers Certificate of Training, Completed August 15, 2017, Amanda Huxter
- Transportation of Dangerous Goods for Shippers Certificate of Training, Completed October 18, 2017, Joe Macload
- Transportation of Dangerous Goods for Shippers Certificate of Training, Completed December 13, 2017, Josh Purcell
- Transportation of Dangerous Goods for Shippers Certificate of Training, Completed August 5, 2018, Francis Trottier
- Transportation of Dangerous Goods for Shippers Certificate of Training, Completed July 15, 2019 Ken Coatham
- TSSA Ontario Certificate of Registration of a Plant, January 26, 2017
- TSSA Certificate of Inspection, expiry date December 11, 2020
- VIPOND Inspection Certificate for the inspection of Life Safety Systems, November 19, 2019
- VIPOND Pump Performance Test Data Report, May 29, 2019
- VIPOND Fire Alarm and Life Safety System Inspection Report, Inspection Date October 25, 2019
- VIPOND Fire Suppression Inspection Report, Inspection Date November 18, 2019
- VIPOND Sprinkler Inspection Report, Inspection Date November 19, 2019

APPENDIX D
ECA and EA Checklists

APPENDIX E

Photograph of Waste Oil Drum Spill



Figure 1: During the virtual site visit, a small quantity of liquid was noted on the floor beside the waste oil drum. The above picture was provided to BluMetric following the audit and was taken after the liquid had been wiped up.