

NORTH RENFREW WASTE MANAGEMENT BOARD

c/o Townships of Rolph, Buchanan, Wylie & McKay
R.R. #1, Deep River, Ontario KOJ 1P0

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North Renfrew Waste Management Board Meeting

MINUTES OF MEETING

Date: March 23
Time: 7:00 pm
Location: Room 208, Town of Deep River Municipal Office

Attendance:

Chairman D. Burton
Councillor C. Robinson
Councillor D. Walker
Ms. Bev Moses, SLC
A. LeClair, Project Coordinator

1. Review and Acceptance of Minutes Meeting

February 15, 1999

The draft minutes were reviewed and several revisions were required. Chairman Burton motioned to accept minutes as revised, Councillor Robinson seconded; minutes were accepted.

2. Business Arising from Last Meeting

Auditor's Report: Ms. LeClair indicated that the auditor has not yet submitted the Board's audit report.

Snowmobile Trail: Councillor Robinson indicated that the Townships Council will be meeting with Mr. Montin of the North Renfrew Snowmobile Association the first week of April. Chairman Burton requested to know the meeting time and date so that she may attend.

3. EPA/Certificate of Approval Update

Board members reviewed the third draft of the Certificate of Approval and tabled the following concerns/revisions:

Condition 17:

b) Clarify what is meant by "trained technician"

c) Two weeks maximum on-site storage of white goods containing refrigerants is too restrictive. Request longer period of time. Ms. LeClair indicated that Mr. Polley (MOE Abatement) supports the Board on this issue.

f) PCB Handling: The entire condition is vague and contradictory. Request the Ministry to clarify its intent. Also, request the Ministry to explain how to identify paints prior to 1972, given that the labels on most paint cans are either covered with paint and unreadable, or the paint arrives in something other than its original container.

Condition 26

Request the Ministry to provide an example where emergency response takes place as the Ministry indicates in this condition.

4. Governance/Management Model Assessment

Revision Requirements for Draft Assessment Report (Revision 1)

The Board opted to plan a short meeting to address the report specifically.

5. Finance

Monthly Report

Ms. LeClair offered to Board members a new presentation style for the monthly financial report, and requested any comments or revisions to the style. Board members were satisfied with the presentation style. Ms. LeClair reviewed with Board members Board expenditures. No further comments were made.

Budget Submission

Board members reviewed the draft budget submission and the following comments were made:

- Table 1 - Detail legal/consultant expenses in a new appendix.
- Table 3 - Pro Rate the Insurance and obtain a quote.
- Table 4 - Add fire proof safe on the same line as cellular phone
- Table 5 - Delete management fee/salary, Increase Supervisory fee/salary to \$40,000.

Board members agreed to accept the budget submission with the above revisions, and to submit the Budget to Councils with the proviso that the submission is tentative, and to further indicate the Board's intent to review the operating costs and reduce where possible.

6. Site Liaison Committee

No comments were reported.

7. Other Business

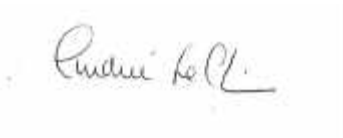
Meeting Frequency and Notices

Board members reviewed the proposed meetings schedule for 1999 and directed Ms. LeClair to post on the bulletin board at each municipal office, to forward to affected property owners and members of the SLC, and to continue to publish notices of general meeting in the NRT

Next Meeting

The Board will hold a special meeting March 29, 7:00 pm to discuss and revise the Governance/Management Assessment report.

Prepared by:

A handwritten signature in cursive script, appearing to read "Audrey LeClair", is written on a light-colored rectangular background. A vertical line is drawn to the right of the signature.

Date Accepted: 1999 April 26

Coordinator's Performance Appraisal/Contract (in-camera)

Board Chairman signed Ms. LeClair performance appraisal. Chairman Burton directed Ms. LeClair to provide copies of the performance appraisal to all members.

The issue of increase in pay was discussed and the Board decided to offer Ms. LeClair a 1% raise in pay retroactive January of 1998, and a 2% increase retroactive January 1999.

The issue of Ms. LeClair employment contract was deferred to the next meeting.