

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: Monday, April 26, 1999
Time: 7:00 pm
Location: Council Chambers, Village of Chalk River

1. Presentation by PAWMB - A&F HHW Transfer Facility (K. Fischer)

The presentation by Karen Fischer was postponed and will be rescheduled for a future meeting.

2. Review and Acceptance of Minutes of Meeting

March 23, 1999

Councillor Walker motioned to accept the minutes, Councillor Robinson seconded; Minutes were accepted.

3. Business Arising from Last Meeting

4. EPA/Certificate of Approval Update

Option to Purchase Agreement

Councillor Walker reported having received approval by Town Council to seek an extension from AECL. Councillor Walker further reported that it would take approximately 6 weeks for AECL to go through the process.

Status of Approval

Ms. LeClair reported that Mr. Bruce of the MOE was about to act on the Board's latest letter regarding the input to the third draft of the CofA. Ms. LeClair further added that according to Mr. Bruce, the MOE Approval and Assessment Branch must focus its attention on legislated priorities like environmental assessment approvals, and on larger waste sites. Councillor Robinson reported that the MPP Sean Conway is prepared to act on the Board's behalf. With respect to the HHW Depot and after reading the HHW conditions in Alice & Fraser Landfill Site CofA, Councillor Robinson reported being satisfied with the conditions, other than the specific issues addressed in the Board's latest correspondence to the MOE. Councillor Robinson recommended a legal review of the draft Certificate of Approval, with further review by each Council before the Certificate is finalized and approved by the MOE.

Minister's Response to the Site Liaison Committee's Letter

Board members agreed that the Board should respond to the Minister's Response. Recommendations were expressed. Board directed Ms. LeClair to draft Board letter addressed to the Minister of the Environment for review by Board

Status Report on Detailed Design Plans and Specifications Report (Janota/Patrick)

Ms. LeClair distributed a memo provided by Mr. Steve Boland of Janota/Patrick, outlining the status of the detailed design plans and Specifications report. Board members reviewed the memo, and requested clarification on the meaning of the second paragraph particularly on the issue of costs. Board members directed Ms. LeClair to arrange for Mr. Boland to attend the next general Board meeting.

5. Governance/Management Model Assessment

Councillor Robinson reported that Townships' Council held a special meeting to discuss the assessment report. Councillor Robinson indicated the report was well received by the Council members. Council did not dispute the recommendation for A/C model, however, some concerns were raised regarding the interpretation of financial figures reported in the assessment. The other concern raised by the Townships Council was the Town's commitment to construction of the landfill site.

Councillor Walker indicated that the Mayor Murphy briefly discussed the Town's commitments to the project this fiscal year with the two reeves. Mayor Murphy suggested doing part of the upgrade to Bagg's Road this year.

The assessment report will be discussed by Town Council on May 5 (7:30 pm) and possible at the Village on May 11, if there are any concerns raised by Village Council members. Chairman Burton reported no questions or concerns raised by fellow council members at present.

6. Property Owner Compensation

Outline of Compensation Issues Raised by Affected Property Owners

Ms. LeClair distributed a document summarizing property owner compensation issues and concerns raised by the affected property owners.

Latest Communications with Affected Property Owners

Councillor Robinson reported that Ellen Baker recently called to raise concern over compensation. The Board recommended sending Ms. Baker a copy of the Property Owner Compensation Policy and extend an invitation to meet with the Board at any general Board meeting.

Ms. LeClair reported that Darlene Krueger called as well. Ms. Krueger was apparently informed by a neighbour that the municipalities had decided not to compensate the affected property owners, and now called to confirm that this statement was true.

7. Finance

Monthly Report

Ms. LeClair distributed and reviewed the monthly report to Board members. Ms. LeClair recommended placing a hold on processing the latest invoice from Gartner Lee until expense details are clarified by the Board's sub-contractor, Janota/Patrick. The Board directed Ms. LeClair to proceed to clarify the issue with Mr. Boland.

Councillor Burton enquired about the auditor's report for fiscal year 1998. Ms. LeClair indicated that the Board has not yet received the report.

Quarterly Report - First Quarter

Ms. LeClair did not provide a report during the meeting, citing difficulty in providing a meaningful first quarter report since direction for activities this fiscal year has yet to be identified, and the budget submission has not yet been approved.

Budget Submission

Councillor Robinson reported that the Townships Council has put a hold on reviewing/approving the budget. Councillor Walker stated that the Town has taken a quick look at it.

8. Site Liaison Committee

Minister's Response to the Site Liaison Committee's Letter

Ms. LeClair indicated that Mr Bigham is planning to respond to the Minister's letter.

9. Other Business

Tour of the Landfill Site

Board members directed Ms. LeClair to arrange a tour of the landfill site sometime during the week of May 10th, on Monday, Tuesday or Wednesday. The suggested target date: Monday at 12:30 pm.

Townships meeting with North Renfrew Snowmobile Association

Councillor Robinson reported that some non-members of the Association presumed that the Townships had provided the Association with exclusive rights to the snowmobile to be constructed on Bagg's Rd, hence the arrangement to have the President of the Snowmobile Association meet with Council to discuss the issue. The Townships lawyer was present during the meeting. It was clarified during the meeting that if a landowner does not have a formal agreement with the Association, then anyone can use the trail. In this case, the Townships did not want to agree to exclusive rights.

Councillor Robinson recommended proceeding with the approval of the Bagg's Road Maintenance agreement. Board members agreed to reviewing the agreement at the next general Board meeting before sending it to Council for approval.

Board Administration Requirements

Councillor Walker recommended hiring an ON-SITE employee to provide temporary technical support to the Board, based on the Town's experience with the organization. Councillor Walker directed Ms. LeClair

to provide copies of the information package recently received from ON-SITE. Councillor Walker indicated that the cost would be slightly under \$3,000 with most of the employee's salary being covered by the government. Councillor Walker recommended hiring someone to take care of administrative and financial needs. Councillor Burton queried about revising the advertisement for the coordinator's position. It was decided that the advertisement will be revised and placed in the local paper after reviewing the information on ON-SITE determining how the organization may be able to assist the Board.

A handwritten signature in black ink, appearing to read "Andrew LeBlanc". The signature is written in a cursive style with a long horizontal stroke at the end.

Prepare by: _____

Date Accepted: 1999 May 26