

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: June 28, 1999
Time: 7:00 pm
Location: Townships of Rolph, Buchanan, Wylie and McKay, Meeting Room

Attendance:

Councillor D. Burton, Chairperson
Councillor D. Walker
Councillor C. Robinson
A. LeClair, Project Coordinator

1. Review and Acceptance of Minutes of Meeting

Minutes of May 26 meeting were not available for acceptance.

2. Construction/Operations

Option to Purchase

A letter was forwarded to AECL to exercise the Town's option to purchase, with a request to arrange a suitable date for signing and payment. A letter was forwarded to D. Cox with a request to draft Certificates of Prohibition. Ms. LeClair reported to members that the legal surveys for the property and the Contaminant Attenuation Zone are drafted, however, Mr. Goltz of John Goltz Surveyors requires further direction from the Board to complete the surveys and have them deposited against title at the Land Registry Office. Councillor Walker will notify Ms. LeClair with respect to further action to finalize the legal surveys

Detailed Design Plans

A meeting was held with Mr. Dan Patrick (Janota/Patrick) to review work remaining to complete the plans. The plans are targeted to be complete by mid July.

Property Owner Compensation

Board members agreed to move forward with the property owner compensation issue. It was agreed to approach legal counsel, Mr. D. Cox for recommendation on a suitable approach.

New Intermunicipal Board of Management Agreement

Membership: Given the eventual amalgamation of the Townships and the Village, membership of the new Board of operations would consist of only 2 voting members (given the current membership structure) which would not seem reasonable for decision making. A recommendation was put forward to have a membership structure of 4 members with 2 members from each municipality representing on the Board.

New Site Liaison Committee

Ms. LeClair was directed to contact other municipalities and Mr. Polley (MOE) and make enquiries about new terms of reference for the new Committee.

3. Finance

Monthly Report

No report was prepared in time for the meeting.

Budget Submission

Chalk River: Some questions need to be asked about the submission before it is approved.

Deep River: Budget approval is set for July 24

Insurance

Ms. LeClair informed members that the Board's insurance is up for renewal. Ms. LeClair further added that the current coverage applies only to the planning aspects of the project, and that additional coverage (at additional expense) will be required if/when the Board/municipalities decide to proceed with construction. Revising coverage requirements can be done at any time during the current coverage period.

It was recommended that the Board continue with current coverage. Board members agreed and Ms. LeClair was directed to process payment of insurance premium.

4. Other Business

Staff Requirements

Advertisements have been placed in the local newspapers with closing date of July 9. Members agreed to meeting on July 13 at 7:00 pm in Deep River to review candidate qualifications and select candidates to be interviewed.

Councillor Walker reported ON-SITE's approval of the Board's proposal for technical staff. The Board was required to draft a job description which Councillor Walker proceeded initiated on behalf of the Board. The job description was distributed to members. The proposal is expected to be forwarded to the Head Office in Toronto for final approval which is expected within a week's time. Once approved, ON-SITE will select resumes from their database for the Board to review. If the Board is unable to find a suitable candidate, ON-SITE will proceed to post the job on their website.

Ms. LeClair informed the Board about confusion over the actual termination date and payroll stoppage. The actual termination date was planned for May 26, however, payroll continued to June 8. Ms. LeClair reported having only worked 27 hours from May 27 to June 8 and was paid for 40 hours. Ms. LeClair recommended making June 8 the termination date, and working the 13 hours without pay to compensate for salary received. The Board will be officially invoiced for any additional hours worked for the Board beyond the 13 hours, until such time as the Board selects and hires new staff. No objections were raised by Board members.

Household Hazardous Waste Mobile Event

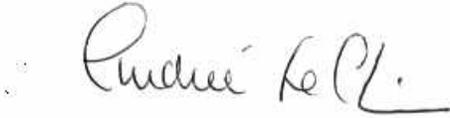
Ms. LeClair informed the Board that a mobile event has been tentatively arranged with Drain All for August 28, 1999. Ms. LeClair required direction from the Board whether to cancel the arrangement or proceed to commit. Discussion revolved around the need for a mobile given that the new landfill site may potentially be operational this year.

Control of Correspondence

Ms. LeClair was directed clear any further correspondence with the Board before proceeding to release it.

Meeting Adjourned.

Prepared by:

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

Date Accepted: 1999 July 26