

**NORTH RENFREW WASTE MANAGEMENT BOARD**

c/o Town of Laurentian Hills  
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**North Renfrew Waste Management Board Meeting**

**Minutes of Meeting**

**Date:** November 6, 2000  
**Time:** 7:00 P.M.  
**Location:** Town of Deep River – Room 208

<b>Chairperson</b>	<b>Dierdrie Burton</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Councillor</b>	<b>Craig Robinson</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Councillor</b>	<b>Denise Walker</b>	<b>Town of Deep River</b>	<b>Present</b>
	<b>Bruce Bigham</b>	<b>Site Liaison Committee Chairperson</b>	<b>Regrets</b>
	<b>Steven Testart</b>	<b>Waste Management Coordinator</b>	<b>Present</b>

**Public:** **Mike Gasmann**

Chair Burton called the meeting to order at 7:00 P.M.

Chair Burton asked for a review of the minutes of October 25, 2000.

Councillor Walker reported on the meeting with Deep River Treasurer Brian Quibell, Steve Testart and herself. Deep River approved a Waste Management Board budget slightly in excess of \$3,000 more than the March 27 budget figures. The excess will fall into Deep River's surplus. Mr. Quibell has no concerns regarding the 2000 Board budget.

Steve Testart reported MOE issued *Generator Registration Number* ON 2562400 for the Household Hazardous Waste Depot.

Steve Testart reported the Board's lawyer, David DeMille, sent the *Compensation* letters to the property owners today.

Steve Testart reported on conversations with Keith Watson, Manager Solid Waste Operations for Ottawa Carleton, and Stephen Hollingshead of Gartner Lee Ltd. regarding extending the life of the new landfill site through limited use of the existing *Miller Road and Buchanan* landfill sites after opening the North Renfrew Landfill Site. Both indicated similar approaches have been used with success by applying for amended C of A's from MOE. Senior Environmental Officer Andrew Polley previously advised Laurentian Hills Council that it was unlikely that MOE would approve receiving waste as part of a closure plan, however, the question of an amended C of A was not discussed.

Members discussed a report showing the *cost savings* of operating the new site compared to the present costs of operating the Miller Road and Buchanan Landfill Sites. Members agreed not to forward the report to councils prior to having the background data to explain the figures.

Steve Testart reported Robinson Consulting Inc. would be installing the *new monitoring wells* and sampling the ground and surface water November 7 and 8. The Waste Management Coordinator will be required at the site for training and to locate the existing wells.

Steve Testart reported AECL is scheduled to deliver and unload the waste oil tanks November 15. The only costs will be for crane time and trucking. The Town of Laurentian Hills float will not be required.

The letters to the Rolph Candidate Site property owners were revised and will be sent as soon as the cheques to each property owner for five dollars are prepared. The cheques were requested November 1.

Moved by: Denise Walker  
Seconded by: Craig Robinson

That the minutes of the October 25 meeting be accepted. Carried.

#### *Late Correspondence*

A cheque in the amount \$3,049.50 was received from the Waste Diversion Organization as the second instalment of the grant to build the Household Hazardous Waste Depot. The total received to date is \$5,899.50. The total grant is \$7,125.00. The project must be completed prior to March 31, 2001 failing which the funds have to be returned to the Waste Diversion Organization.

The financing company for the Liebherr crawler-loader (Alter Moneta) sent a request for information to identify who would be the legal borrower. The Board directed the Waste Management Coordinator to liaise with Town of Laurentian Hills CAO and Town of Deep River Clerk Administrator for the required information.

A revised estimate to supply a 12 VDC Solar System for the Waste Management Office in the amount \$5,795.00 was received from LFI/Bestek Technologies Inc. of Deep River. This estimate is similar to the estimate received from Sunstream Solar of Round Lake. The Board directed the Waste Management Coordinator to review the estimates and make a recommendation to the new Board.

Laurentian Hills sent correspondence setting out rates for equipment and labour to clean up waste dumped along Baggs Road.

Correspondence received from Alan Huckabone was forwarded to David DeMille.

#### *Other Business*

Steve Testart distributed the *Report on the North Renfrew Waste Management Board's* activities and achievements during this term of council. Members requested some changes to the wording. Councillor Robinson asked to have the revised report submitted to CAO Mary Mysyk as late correspondence for Laurentian Hills Committee Meeting November 8, 2000.

Chair Burton noted that many residents want a *Household Hazardous Waste Day*. Councillor Walker recommended that the HHW Depot be built and a Household Hazardous Waste Day be scheduled in the spring regardless of when the new landfill site opens.

Members discussed storing the *crawler-loader* upon delivery. Concerns were raised over storing it at the landfill site prior to staff being present on a daily basis, and Councillor Robinson reported the Town of Laurentian Hills doesn't have an ideal storage location. Councillor Walker will speak with Town of Deep River Public Works officials about storing it at the Deep River Public Works compound. The Board directed the Waste Management Coordinator to contact Liebherr and tell them not to deliver it until the end of January 2001.

Councillor Walker recommended the incoming Board schedule a *public information open house* once the official opening date is decided. The Open House should be advertised, drawings and pictures should be posted with explanations of operating procedures and waste diversion initiatives, handouts should include copies of the Public Complaints Procedure, and the new Site Liaison Committee members should be introduced.

The Waste Management Coordinator is to make a *summary of tasks* to be completed prior to opening the new site. These tasks will include finalizing the Operations Agreement, setting an Opening Date, following up on Compensation, following up on decommissioning test wells at the Rolph Candidate Site, completing the Operations Manual, purchase of Waste Management Office and shelters, signage, ancillary equipment, hiring staff, and establishing a new Site Liaison Committee.

Councillor Walker recommended a meeting with the auditor and both treasurers to develop a common accounting approach to deal with the funds in the 2000 *budget*, which will not be spent until 2001. Treating these funds like a reserve fund could avoid declaring a surplus and then having to request the funds from the 2001 municipal budgets. The municipalities would retain their respective funds until required by the Board, and show the funds as outstanding payments. In previous years Board members have brought resolutions to their councils to retain budgeted funds for the following year.

Councillor Walker requested Chair Burton and Councillor Robinson to advise the Town of Laurentian Hills that the *Hydro trailer* is not suitable for a Waste Management Office at the Landfill Site, based on the previous board decision at the October 25<sup>th</sup> meeting that the upgrading cost of \$40,000 was too high.

The Waste Management Coordinator requested direction regarding authorizing payments in the event that none of the Board members were elected during the upcoming municipal election. Board members stated that as the previous chairperson was the member from the Village of Chalk River and the present chair is the member for the Town of Laurentian Hills, the next chairperson would be the member for the Town of Deep River. The Board advised the Waste Management Coordinator to report to the present Chair until December 4, and thereafter to report to the Deep River member until the first meeting after the municipal election. The Board directed the Waste Management Coordinator to send a letter to both councils stating that, as the Board is an ongoing entity, to please appoint representatives to the Board and communicate the appointments to the Waste Management Coordinator.

The Board reviewed and approved the draft letter to the Mayor and Council of the Town of Laurentian Hills explaining the *second quarterly payment and the budget* clarification. The Waste Management Coordinator was directed to submit the letter on the morning of November 7.

The Board discussed the bid on the trailers that were offered by CFB Petawawa. The bid was not submitted in time due to deposit cheques not being available. All members signed a letter to the Mayor and Council of  
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the Town of Laurentian Hills requesting clarification as to why the cheques weren't provided in time to submit the bid. The Waste Management Coordinator was directed to submit the letter on the morning of November 7.

The next Board meeting will be at the call of the Chair. Members recommended a meeting at the end of December.

Chair Burton said the Board has been a good team and accomplished a lot during this term. She thanked Councillor Robinson and Councillor Walker for their dedication.

Councillor Walker and Councillor Robinson thanked Chair Burton for being an excellent chairperson.

The meeting adjourned at 8:30 P.M.

***The Board agreed at the January 4, 2001 meeting to distribute these minutes without formal approval, as only one member of the new Board was present at the meeting.***