

**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:** February 19, 2001  
**Time:** 7:30 P.M.  
**Location:** Town of Laurentian Hills - Point Alexander Council Chambers

<b>Chairperson</b>	<b>Denise Walker</b>	<b>Town of Deep River</b>	<b>Present</b>
<b>Councillor</b>	<b>Fred Adams</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Councillor</b>	<b>Jim Boulanger</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Councillor</b>	<b>Christine Harding</b>	<b>Town of Deep River</b>	<b>Present</b>
	<b>Bruce Bigham</b>	<b>Site Liaison Committee Chairperson</b>	<b>Present</b>
	<b>Steven Testart</b>	<b>Waste Management Coordinator</b>	<b>Present</b>
<b>Councillor</b>	<b>Mike Gasman</b>	<b>Town of Deep River</b>	
	<b>Tracy Lance</b>		
	<b>Gary McAnulty</b>		

Chair Walker called the meeting to order at 7:30 P.M.

Chair Walker called for a review of the minutes of January 22, 2001.

A number of changes were proposed to the minutes. It was agreed that the minutes would be amended and redistributed to Board members in draft form for comments, then adopted at the next Board meeting.

*Business Arising*

Councillor Adams asked for clarification regarding the *meeting with Andrew Polley* that had been scheduled for January 31. Chair Walker sent invitations to Steve Testart for distribution via email to Board members. Invitations were also sent by fax and hard copy to Mary Mysyk for Mayor Curtis and such members as he wished to invite and Chair Walker also made a phone call to Laurentian Hills office.

Chair Walker advised that the draft *Operations Agreement* is going to be reviewed by Deep River's Finance Committee.

The Board *Meeting Schedule* was revised and re-distributed.

Steve Testart reported that the *surplus gas station attendant booth* offered on loan to the Board by Gary McAnulty required repairs and would be expensive to heat. He suggested that since the landfill site isn't

expected to open soon, that Board members have time to view the trailer to determine if it will meet the Board's needs. Chair Walker informed members that based on the quality of the trailers previously considered, those expected to be offered for sale by CFB Petawawa this summer may be a good value.

The property owners at the Rolph Candidate site have granted permission to *decommission the test wells*.

Andrew Polley, at the January 31<sup>st</sup> meeting, encouraged the Board to get the best possible building for a *Household Hazardous Waste Depot*, and to build it on a cement floor. He stressed the need for good ventilation, but didn't rule out the use of a fabric building. At that meeting, Belo Csomor suggested that culvert-type metal buildings are available at approximately the same price as the fabric buildings, and agreed to provide contact information to Steve Testart. Steve Testart asked for and received a bid from Future Steel Buildings to provide a building for \$21, 280, excluding the cement floor. Members discussed the location, size, use and selection of the depot. Steve Testart read an email received today from Joe Hruska extending the construction deadline under the *WDO grant* until June 2001. The Waste Diversion Organization requested to be invited to any opening ceremony contemplated for the HHW Depot. Chair Walker reported that Andrew Polley had recommended applying to the MOE District Office to extend the storage period beyond 90 days, and to expand the variety of materials to be handled at the HHW Depot. There was a discussion regarding using used sea containers as a building for the HHW Depot.

The Board directed the Waste Management Coordinator to contact Darryl O'Shaughnessy for prices to refurbish sea containers to use at the HHW Depot.

It was agreed that Steve Testart would research the Board's options for a building for the depot and make a recommendation at the next meeting.

Chair Walker called for a review of the February 14 minutes.

Page 2 paragraph 8 to be amended to read "to be arranged".

Moved by: Christine Harding  
Seconded by: Fred Adams

That the minutes of February 14, 2001 be adopted as amended. Carried.

Councillor Adams noted the Memo re: Teleconference with Liebherr reflects the conversation accurately and suggested the memo be circulated in the same way as minutes of meetings.

Chair Walker advised guests that both municipalities' lawyers had reviewed the documents and concluded that the contract to purchase the crawler-loader is binding upon the municipalities. Laurentian Hills Council requested that the Board open negotiations with Liebherr. The Board had a special meeting February 14 and a telephone conference February 15 with Liebherr to satisfy this request.

The Board received a fax from Liebherr February 19 stating that they were not in a position to cancel the contract, that they didn't have sufficient time to assess their costs to delay delivery before the February 19<sup>th</sup> Board meeting, that they require the \$50,000 deposit previously discussed, and that the warranty period will commence on the date the unit goes into operation.

Councillor Harding indicated she would like direction from Deep River Council as to the options from Liebherr before issuing a cheque to Liebherr.

Councillor Adams would like to know Liebherr's terms prior to issuing a cheque. He noted that Laurentian Hills Council requested this information almost a month ago.

It was agreed that Steve Testart would ask Liebherr for their terms and advise all Board members as soon as possible, to allow them to take this information to their respective councils.

Councillor Boulanger asked Tracy Lance if he had changed seals in the John Deere dozer at the Buchanan Site. Mr. Lance replied that they had not changed seals in the dozers at either the Buchanan Site or the Miller Road Site.

Tracy Lance asked the Board to clarify why they had ordered the crawler loader after telling him the Board hadn't decided on whether or not they would tender the operations of the site. Councillor Adams stated that it is possible for the Board to own the equipment and contract out the operations.

Councillor Gasmann requested clarification as to whether the Board had chosen to operate the site without prior approval from Council. Chair Walker explained that prior to amalgamation the three Councils adopted the Board Governed/Company Operated Management Model that called for a large company to look after all aspects of running the landfill site but Councils subsequently adopted by resolution the Board Governed/Board Operated Management Model, which gives the Board the mandate to decide on whether to hire staff to operate the site, or to tender the operations. The Board deferred the decision as to whether or not to contract out the operations to the Operations Board, which has not been established yet. The crawler loader was viewed as an essential part of getting the site into readiness to open, two to three months lead time was required to obtain the crawler loader, and the Board had selected an opening date of February 1, 2001 under direction from both Councils to open the site as soon as possible, and after receiving legal advice to set an opening date to satisfy the requirements of the compensation policy.

Tracy Lance excused himself from the meeting at 9:00 P.M.

Chair Walker noted that all *correspondence* received was dealt with except application letters for the Site Liaison Committee.

Chair Walker asked Bruce Bigham for a report on the *Site Liaison Committee*. Mr. Bigham said the only issue was the selection of the new SLC. Steve Testart reported that an SLC meeting has been scheduled for Monday, March 12 at 7:30 PM at the Laurentian Hills Municipal Building.

The Board reviewed the procedures in the SLC Terms of Reference for appointing members, and reviewed the applications. There were eight applicants for a maximum of six positions on the SLC. Bruce Bigham indicated he would step down from the SLC, but would chair the initial meeting.

Moved by: Denise Walker  
Seconded by: Jim Boulanger

That the Board appoint Barb Shreeve, Bev Moses, Earl Gust, Gary McAnulty, Jill Kolar, and Ron Peori to the SLC, and send a letter to Susan McBride thanking her for her application and asking that she leave her application on file for future appointment. Carried.

Chair Walker announced a break at 9:15 P.M.

Gary McAnulty asked if copies of the minutes were available to SLC members. Chair Walker said minutes were normally provided to the Chair of the SLC along with the same information package received by

Board members, but that minutes could be sent to SLC members via email. Mr. McAnulty provided his email address.

Chair Walker noted that SLC members are entitled to mileage for attending SLC meetings. The appointments are for a period of one calendar year, and the present appointments are until January 1, 2002. The Chair of the SLC is a non-voting member of the Board.

Chair Walker opened discussions on the *draft 2001 Budget*.

Steve Testart said the budget was prepared on the basis that the landfill site will not open in 2001.

It was agreed that approval of the Waste Management Coordinator salary amount was not to be understood to mean an extension of the employment contract.

The Board directed the Waste Management Coordinator to contact Robinson's Consultants to advise that the anticipated opening date is July 2002, and verify if a reduction in the number of sampling events was appropriate.

Councillor Harding noted that the eyewash unit must be filled with a 0.9% saline solution.

Steve Testart will produce a final version incorporating the discussed changes.

Moved by: Fred Adams  
Seconded by: Christine Harding

That the Board adopt the 2001 budget as amended. Carried.

*Other Business:*

An application for membership in the Canadian Composting Council was circulated. No action was taken.

The Waste Management Office will be closed from February 23 to March 5, 2001, as the Waste Management Coordinator will be on vacation.

Members discussed the length of the meeting and agreed that in order to control the length of meetings, guests will be given an opportunity to make presentations at the commencement of each meeting, and will be welcome to attend but asked not to interrupt meetings.

A meeting may be required before the next general Board meeting and will be at the call of the Chair.

The next general Board meeting will be March 19 in Room 208 at Deep River Town Hall.

The meeting adjourned at 11:20 P.M.

***These minutes accepted at the March 19, 2001 Board meeting.***