

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: April 23, 2001
Time: 7:30 P.M.
Location: Town of Laurentian Hills - Point Alexander Meeting Room

Chair	Denise Walker	Town of Deep River	Present
Councillor	Fred Adams	Town of Laurentian Hills	Present
Councillor	Jim Boulanger	Town of Laurentian Hills	Present
Councillor	Christine Harding	Town of Deep River	Present
	Gary McAnulty	Site Liaison Committee Chairperson	Present
	Steven Testart	Waste Management Coordinator	Present

Members of the Public

Kathy Lance **Earl Gust**

Chair Walker called the meeting to order at 7:34 p.m.

Chair Walker called for declaration of interest. There were none.

1. Review and Acceptance of Minutes of Meeting of March 19, 2001

Chair Walker informed the Committee members that as stated in the minutes of March 19th, she would be resigning as Chair. There was some discussion by the members and the following motion was made:

Moved by: Denise Walker
Seconded by: Christine Harding

That Councillor Adams hold the position of Chair and Councillor Walker, Vice-Chair effective immediately.

Carried.

Councillor Walker then turned the meeting over to Chair Adams.

Chair Adams introduced the new recording secretary, Rosalee Boucher, to the Board members.

Chair Adams updated the Committee members on the cost of secretarial services from the Town of Laurentian Hills. Vice-Chair Walker stated that it was not workable for the Town of Deep River to supply this service.

Chair Adams felt that this was not a problem as it would be beneficial to have the same person recording minutes each month. The Town of Laurentian Hills will invoice the North Renfrew Waste Management Board and the established cost splitting between the Town of Deep River and the Town of Laurentian Hills for expenditures will be applied.

Moved by: Denise Walker
Seconded by: Jim Boulanger

That secretarial services be supplied by the Town of Laurentian Hills at a rate of \$24.05 per hour plus mileage at 33¢ km.

Carried.

The Board also discussed the method of reporting to be used; court reporting which records the business of the meeting through motions of the Board and actions required, or verbatim recording which would require the use of a tape recorder for accuracy.

Moved by: Christine Harding
Seconded by: Denise Walker

That the minutes should be recording using court reporting.

Carried.

Councillor Boulanger also noted that statements that are requested to be "on record" would be recorded as such.

Chair Adams asked if there were any errors or omissions concerning the March 19th minutes.

Moved by: Jim Boulanger
Seconded by: Christine Harding

That the minutes of March 19, 2001 be adopted.

Carried.

2. Business Arising from Previous Meetings

Page 4 of the March 19th minutes concerning the progress of the Operations Agreement was clarified. The method of determining cost has not yet been agreed upon. Discussion followed outlining the various methods that could be used to define the quantity of waste being deposited by the Town of Deep River and the Town of Laurentian Hills for billing purposes. Such methods could include tonnage, number of households or population.

Further investigation is required by the Board.

3. Correspondence

- Letter from Liebherr

Moved by: Denise Walker
Seconded by: Jim Boulanger

That Steve Testart, Waste Management Coordinator, is authorized to requisition a cheque to Liebherr in the amount of \$216,949.50.

Carried.

The Board members also requested Coordinator Steve Testart obtain a signed copy of the letter from Liebherr concerning insurance coverage and then mail out the cheque.

- Information on shipping containers from LFI/Bestek Technologies as a Waste Management Office was received.

Discussion followed and although the price is reasonable, consideration of size, adequate windows, insulation and requirement for a foundation makes the shipping containers unsuitable.

Moved by: Jim Boulanger
Seconded by: Denise Walker

That the correspondence from LFI/Bestek Technologies be filed.

Carried.

Chair Adams directed Waste Management Coordinator Steve Testart to send a letter to Mr. Darryl O'Shaughnessy thanking him for the information and the Board will be in touch if anything further is required.

4. Open Quotations for Tree Planting

Waste Management Coordinator Steve Testart stated that 18 requests for quotation were sent out for the planting of 144 cedar trees and 20 red pine.

Three quotations were opened.

Dagenais Tree Services	\$1,785.00 plus GST
Gerber Nursery	\$ 911.50 includes GST and PST
Corry Lake Nursery	Unable to provide services.

Bev Moses of Blossoms Nursery and Craig Robinson spoke with Steve Testart prior to the meeting and were unable to provide the trees.

A fax from Ecology Services was received stating that a site visit would be necessary at a cost of \$100.00. The Board did not consider this proposal as five other quotes were received.

Moved by: Jim Boulanger
Seconded by: Christine Harding

That the quotation from Gerber Nursery in the amount of \$911.50 including taxes be accepted.

Carried.

Waste Management Coordinator Steve Testart is to contact Gerber Nursery as the successful bidder so they may begin the planting of the trees.

Steve Testart also informed the Board members that both the Town of Deep River and Town of Laurentian Hills Fire Departments have been contacted and are willing to water the trees. Waste Management Coordinator Steve Testart is to write a letter to both Fire Departments as to the date of the tree planting and will call them for watering of the trees as required.

5. Household Hazardous Waste Depot

Chair Adams asked if any input had been received from the Ministry of Environment with regard to holding the Household Hazardous Waste Day at the Baggs Road site. Steve Testart replied that Andrew Polley had written back recommending another venue for the event. However it is WDO's opinion that the event can be held at the Baggs Road site and that is where they would like to see it.

Waste Management Coordinator Steve Testart is to contact Andrew Polley about WDO's opinion.

Vice-Chair Walker asked about the information on the concrete floor. Steve Testart replied that Dent Engineering had sent in a drawing of what would be required and the Board discussed the specifications.

Waste Management Coordinator Steve Testart was directed to write to WDO to inquire if the grant would still be available should the floor and building be completed but not used for the Household Hazardous Waste Event this year.

Waste Management Coordinator Steve Testart stated that he has been trying to find information and guidelines concerning the specifications for building a Hazardous Waste Depot but had not yet been successful. Councillor Harding also noted that she has been searching and cannot find anything.

Chair Adams suggested Steve Testart ask Andrew Polley for assistance and specifically is Publication 2344 available and is it useful.

Waste Management Coordinator Steve Testart presented a spreadsheet of costs for safety and operating equipment for the Hazardous Waste Depot. Discussion followed and more information is requested on the contents of a Chemical Burn Kit, Burn Kit and CPR Kit. The spreadsheet is to be kept for future information.

6. Contract With Robinson Consultants

Waste Management Coordinator Steve Testart indicated that Item 2 shows a termination date of March 31, 2001, however the contract covers work completed through to December 31, 2001 and after that the annual report is prepared. The Board members discussed this item and believe that it is an administrative error.

Moved by: Jim Boulanger
Seconded by: Christine Harding

That Steve Testart contact Robinson Consultants and determine if the term of the contract is to March 31, 2002, and if in fact it should be March 31, 2001, then the North Renfrew Waste Management Board extends the contract to March 31, 2002.

Carried.

7. Annual Status Report

Robinson Consultants Annual Report has been distributed to the Board and SLC members. Waste Management Coordinator Steve Testart informed the members that the Board's annual report would be available in draft form for approval in a couple of days.

Chair Adams asked Coordinator Steve Testart to check with Robinson Consultants concerning readings for aluminum; is the data supportable and what does it mean to the site?

8. Spring Water Monitoring

Waste Management Coordinator Steve Testart advised the Board that the monitoring was completed on April 19th and April 20th and will be incorporated into the 2001 Monitoring Report.

9. Finance

Waste Management Coordinator Steve Testart informed the Board that the \$35,000.00 GIC was invested at a 4.1% interest rate. The bank balance as of April 20, 2001 was \$5,525.45 with an effective balance of \$44,154.85 that includes GST revenues, which will not be received until June.

The next quarterly payments requested will be recalculated due to adjustments made by the auditor from the 2000 audit. Town of Deep River payment will be decreased in the amount of \$1,164.00 and the Town of Laurentian Hills payment will be increased in the amount of \$218.40.

Vice-Chair Walker informed the Board that the Deep River Finance Committee did go over the North Renfrew Waste Management Board budget. Mayor Murphy felt that the North Renfrew Waste Management Board should be responsible for the money that has been set aside for compensation to landowners, and not the Town of Deep River. Chair Adams replied that the Council of the Town of Laurentian Hills has put this money into a reserve and suggested Deep River might consider doing the same.

10. Site Liaison Committee

Gary McAnulty, Chair of the Site Liaison Committee was present and reviewed the minutes of the March 12th meeting.

Chair McAnulty requested that extra copies of the agenda for both the SLC meeting and the Board meetings be made available to the public.

Chair McAnulty stated that the SLC would like to advertise its existence, to let people know who they are, what they do, and how to contact them. A budget figure for advertisement was requested. Chair McAnulty was advised that there was funding for advertisement in the budget. Councillor

Harding suggested that Terry Myers of the NRT be contacted to take a photograph and write an article about the SLC.

Chair McAnulty stated that the SLC recommends, in light of the dissolution of the Pembroke and Area Recycling Board by year end, that a blue box program be maintained to divert this material from the new site.

The SLC reviewed the water monitoring report from Robinson Consultants and agrees with the report.

Chair McAnulty asked if a date and place for the event had been set for the Household Hazardous Waste Day. Discussion followed and it was decided that September would be the best time as this will give plenty of time for public awareness and coordination of volunteers needed. The event would be held at the Public Works Yard in Deep River if it is not being held at the Baggs Road Site.

Chair McAnulty asked what involvement the SLC would have in the Household Hazardous Waste Day as the members are willing to volunteer their services. Discussion followed and recommendations to have the SLC advertise the event in the local papers, through the schools, make up display ads, etc. were made. Waste Management Coordinator Steve Testart is to prepare a letter giving direction to the SLC concerning the Household Hazardous Waste Day and what the budget will be.

Vice-Chair Walker recommended that Barb Shreeve be contacted work with Steve Testart and the SLC.

Moved by: Fred Adams
Seconded by: Jim Boulanger

That Household Hazardous Waste Day be held on or about September 8, 2001.

Carried.

11. Zoning

Chair Adams asked Vice-Chair Walker of the status of the zoning by the Town of Deep River. Vice-Chair Walker replied that the item has been put on the agenda and the Planning Committee is aware of the planned opening date of the site. Councillor Boulanger noted that time is growing short and the zoning should be given immediate attention. Vice-Chair Walker will approach the Planning Committee of the status and report back.

12. Amendment of C of A

Waste Management Coordinator Steve Testart advised that there has been no response from the MOE.

13. Other Business

Chair Adams asked for information on the capping of wells. Waste Management Coordinator Steve Testart replied that an engineer is not required to cap the wells but recommends that the North Renfrew Waste Management Board accept the quote from Robinson Consultants in the amount of

\$2,336.00 for capping of the wells. Discussion followed about the pros and cons of tendering out or using Robinson Consultants.

Moved by: Jim Boulanger
Seconded by: Christine Harding

That the Board approves the quote by Robinson Consultants in the amount of \$2,336.00 to cap the wells.

Carried.

14. Adjourn

Moved by: Jim Boulanger
Seconded by: Denise Walker

That the meeting be adjourned at 10:04 p.m.

Carried.

These minutes accepted as amended May 28, 2001.