

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: June 24, 2002
Time: 7:30 P.M.
Location: Point Alexander, Meeting Room

Chair	Fred Adams	Town of Laurentian Hills	Present
Vice Chair	Denise Walker	Town of Deep River	Present
Councillor	Jim Boulanger	Town of Laurentian Hills	Present
Councillor	Mike Gasmann	Town of Deep River	Absent
	Ron Peori	Site Liaison Committee Chairperson	Present
	James Leon	Coordinator	Present

Member of the public: Earl Gust

1. Call to order.

The Chair called the meeting to order at 7:30 pm.

2. Declarations of Interest.

None.

3. Delegations

None.

4. Motion to Accept the Agenda

Moved by: Jim Boulanger
Seconded by: Denise Walker

That the agenda for the current meeting be accepted.

Carried

5. Review and Acceptance of Minutes of Meeting of June 17, 2002.

James Leon stated that although a draft of the June 17 minutes had been prepared, they had not been distributed. This item tabled to the next meeting

6. Business Arising from Previous Minutes and not dealt with elsewhere in the Agenda.

None

7. Correspondence.

a. Verbal correspondence with Bruce Boucher re results of Bruce's contacting AECL about Baggs Road ditching damage.

James Leon stated that Bruce Boucher informed him that he had contacted Peter McCann of AECL and met with Peter at Baggs Road. The notes of a letter, sent to Mary Mysyk by James, were reviewed and it was decided that the only problem area that was attributable to the AECL work was the digging up of one section of the snowmobile trail, leaving a trench. Peter agreed to have a culvert installed at this location and Bruce stated that he would have the other problems repaired. Bruce informed James that he had located the last of the drywells in the Baggs Road ditches; none of them were damaged but several of them were covered with gravel. The Board briefly discussed ways of stopping the gravel build-up on the tops of the drywells and that Bruce would be responsible to do the required modifications.

Denise Walker requested James Leon to send her a copy of the letter to Mary Mysyk on this topic.

b. Verbal correspondence with AECL's Dan Broome re moving trailer and details of the move.

James Leon informed the Board that Dan Broome had had the heavy equipment operators at AECL deliver the trailer that same morning. The steel on top of the footings had yet to be welded to the frame. James Leon was asked to draw up a floor plan.

c. Discussion with Darryl Cochrane re coupling the hemlock planks and other jobs to be done to the trailer.

James Leon had requested Darryl to couple the hemlock planks with ½ inch threaded rod, washers and double nuts with the rod and nuts recessed into the sides of the planks for safety reasons. Jobs to be done to the trailer include building the steps, scraping or sandblasting the frame and having it painted with rust-preventative paint.

Other work required includes insulation of the floor and perhaps the ceiling, having the roof waterproofed, interior renovations and plumbing.

d. Verbal correspondence with LIEBHERR re delivery of machine on June 26.

James Leon informed the Board that the loader was now in Pembroke and that it would be delivered to the site by Clouthier's Construction on Wednesday morning, June 26th at 9:00 am. A technician and an area representative from Liebherr, along with Tracy Lance and James, would be present for

the delivery. Tracy and James would be taken through the operation and maintenance of the machine by the mechanical technician.

8. Financial report.

The Board accepted the Financial report as of June 17th, and an updated sheet that was given to James by Mary Mysyk was discussed. The total funds in the Board's account were \$250,000 and Mary suggested to James that he request the Board to decide to transfer some of the funds to short term GICs. After some discussion the Board decided to have 3 transfers made.

Moved by: Jim Boulanger
Seconded by: Denise Walker

That the Board have 3 transfers made into GICs as follows: \$50,000 for 30 days, \$70,000 for 60 days and \$70,000 for 90 days.

Carried.

James Leon was asked to inform Mary Mysyk of this decision.

9. Update from Site Liaison Committee.

Ron Peori stated that during the June 20th SLC meeting it was decided to have an ad placed in the NRT informing the public of the Grand Opening of the new site along with the features of the site. Earl Gust would work with Barbara Morin to layout the ad. Ron added that it was decided that he and James would draft a letter dealing with commercial recycling.

Only 2 members attended the SLC meeting and James Leon was requested to place an ad in the local newspapers advertising for two more SLC members. Another topic discussed at the SLC meeting was the fact that the site would not be open late on weeknights. Earl Gust noted that closing at 4:00 pm on weekdays is too early and inconveniences the general public. Denise Walker added that some residences of Deep River believe that this is a reduction in services. The Board discussed this issue and it was decided that we would operate the site with the hours that have been set for a couple of months. Then Tracy Lance might recommend a change in hours of operation, perhaps including staying open late one evening during the week.

Ron Peori mentioned that he had heard some negative comments at AECL about the Board. AECL has been helpful and generous to the Board. Ron suggested that a paid thank you be placed in the NRT for the help that AECL has given to the Board. Chair Adams asked James Leon to invite everyone at AECL that has been involved in helping the Board, to the Grand Opening.

The negative comments were most likely about the Baggs Road ditching problem and Denise Walker stated that originally AECL did not want any entrances from Baggs Road. Later, because of the security matter and the requirement to install fences, AECL went to the Town of Laurentian Hills to obtain a permit to install entrances. Jim Boulanger stated that he would talk to Bruce Boucher about the ditching problems on Baggs Road, about Bruce's meeting with Peter McCann and about the permit that had been issued.

Denise Walker stated that the Board had already given a letter of thanks to AECL for the two one thousand gallon tanks and the chemical storage cabinet. James Leon was asked to draft a letter of thanks to AECL for the donation of the trailer and to have Chair Adams sign the letter.

Invitations to the Grand Opening for AECL employees would include Dan Broome, Donna Roach, Bruce Lang, Peter McCann and others.

10. Update on HHW Depot.

a. Requirement for caulking between floor and footer, and hanging signs.

James Leon informed the Board that more caulking must be added in the back half of the HHW depot between the footer and the floor to catch possible spills. James was asked to have Darryl Cochrane complete this task. James stated that he would have the necessary signs placed inside and outside the HHW Depot.

11. Tasks to be completed prior to opening the site.

a. Update on progress of tasks to be completed: including Tipping Fees for sign, estimate to prepare and install signs and where to locate the large signs.

The Board discussed Tipping Fees. There was some controversy about the relationship between the number of axles on a trailer, versus the volume and weight that might be put on a trailer. Jim Boulanger stated that the tandem trailer designation does not work. Chair Adams asked how we might define a trailer and suggested that it might be called a trailer larger than one with a single axle. It was decided that multi-axle, being tri-axle or tandem have tipping fees of \$50.00. James Leon was requested to get three people to compare the following tipping fees; the proposed tipping fees, the tipping fees from Deep River and the fees from Laurentian Hills. Denise Walker noted that tipping fees are to be paid to the municipalities. The proposed tipping fees would be brought to both councils and decisions to accept them would be requested.

James was requested to clean up the existing proposed tipping fee sheet. Tipping fees would be paid up front at the individual municipal offices, and money would not be handled at the site.

James Leon was asked to check with John Walden in Deep River about the sign by-law and to order all of the signs as presented by James to Rick Davies, except the stop sign. James was asked to see Belo Csomor about having a stop sign installed at the corner of the site road and Baggs Road.

b. Decision on quotes for chipping services.

Moved by:	Jim Boulanger
Seconded by:	Denise Walker

That the tender bid by K&T Trucking for \$74.90 per hour for brush and lumber chipping be accepted.

Carried.

c. Job description for Site Supervisor as prepared by Vice-Chair Walker. Changes that may be needed, finalization, preparation for advertising position.

The description prepared by Denise Walker was discussed and a few minor changes were made. James Leon was asked to make the minor changes and create an ad layout. James was then asked to have the job description reviewed by Bruce Beakley of Renfrew County, and to explain to Bruce that this is a per hour rated position with a minimum of 60 hours per month and that the contract would be for one year. Bruce would be asked to determine a rate that would be in the pay scale grid and giving consideration to rates of pay in both municipalities. James was asked to point out up front to Bruce Beakley that James has a conflict of interest in this issue, and that Fred Adams could be contacted for administrative purposes.

d. Eight new tables and where to place them.

The eight tables that are being prepared for the site by Home Hardware were discussed and it was decided that they would be located as follows; two in the HHW Depot, two in the Reuse Area, two at the roadside by the HHW Depot for opening day which are thereafter to be moved to the Reuse Area, and two in the recycling area.

e. Bins for Recycling area and suggestions from Beaumen's Dan Minard.

A handout that had been faxed to James Leon by Dan Minard for a large steel container for recycling was discussed. The price of \$10,700 was thought to be excessive. James Leon stated that Dan had informed him that this large steel container was the best way to go, but that a cheaper alternative was to use 60 gallon plastic containers with wheels. These plastic containers are not very hardy, and we should not expect them to last very long. James Leon was asked to obtain a price for the plastic bins and to order a set if it seems practical.

Moved by:	Denise Walker
Seconded by:	Jim Boulanger

That James Leon is authorized to order a set of plastic bins ordered for the recycling area.

Carried.

f. Steps for site office.

A set of steps to the doors of the office/trailer was discussed and the details of the step construction would be decided when the directions that the doors swung open was assessed. If the doors swung out then two sets of steps might be necessary.

g. Floor plan layout for interior of trailer re heating, plumbing.

Earlier in the meeting James Leon had been requested to prepare a floor plan for the trailer and it was noted that it had previously been decided that propane heating would be used for the office. Renovations to be done include floor plan construction, heating, plumbing, connection to an electricity generator, minor wiring, and painting.

12. Other Business.

a. Compensation to Land Owners, letter from David DeMille and Al Huckabone re offers.

James Leon was requested to table this item for a future meeting when the solicitors get back to the Board.

b. Signing of tender agreement for Site Operation.

This item was acknowledged and deemed complete.

c. Decision on source of electricity.

James Leon was asked about the distance to the nearest Hydro pole in two directions, one from Baggs Road and the other from Millers Road. James stated that he accompanied Bruce Boucher and they measured the distances in both directions and it was the same distance for both. Chair Adams suggested a motion to order a generator.

Denise Walker stated that Belo Csomor does not like the idea of propane for the site office. Tracy Lance said that he would not need electricity to begin site operations. Denise Walker suggested that James Leon get in touch with both fire chiefs and get their recommendations for electricity and heat for the site office. Jim Boulanger suggested that we obtain the cost per hour to run a diesel-powered generator and a propane powered generator. James Leon noted that he had previously obtained some rough estimates that indicate propane costs of about \$4,200 for one year and diesel fuel costs of about \$2,000 for one year.

After some discussion James Leon was asked to investigate the practicality of having a small building with a diesel generator, and a source of heat from a small propane heater to maintain the temperature at about zero degrees Celsius when necessary. James was asked to get information on a small propane heater, and to contact Belo Csomor about the feasibility of having a diesel generator in a building with a small propane heater. A small electric hot water tank that could be powered by the generator was also suggested, instead of having a more costly propane water heater.

For propane heat an exhaust vent might go through the wall rather than the ceiling after the new roof is installed. A question was raised as to whether or not outside air must be brought in.

d. Trails for sample monitoring.

James Leon stated that he had been informed by AECL that the sampling trails on AECL land had been cut. James added that he had not had a chance to inspect them yet, but he would do this if the Board requested it. James added that the sampling stations on the site side of Baggs Road still needed attention and that most of the problem would be thorn bushes. James said that a brush cutter would be necessary to complete these trails. James was asked to check with Bruce Boucher to have this work completed.

13. Adjourn.

Moved by: Denise Walker
Seconded by: Jim Boulanger

That the meeting be adjourned at 10:30 pm.
Carried.

The next meeting will be held on July 9th, at Point Alexander.