

**NORTH RENFREW WASTE MANAGEMENT BOARD**

c/o Town of Laurentian Hills  
R.R. #1, Deep River, Ontario KOJ 1P0

Telephone: (613) 584-9194

Fax (613) 584-3285

email: nrwmb@magma.ca

**North Renfrew Waste Management Board Meeting**

**Minutes of Meeting**

**Date:** July 17, 2002  
**Time:** 10:00 am  
**Location:** Baggs Road, Landfill Site Office

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

**Members of the public: Tracy Lance  
Bruce Boucher**

1. Call to order.

The Chair called the meeting to order at 10:00 am.

2. Discussions on renovations of site office.

Chair Adams stated that this meeting was called to decide the details of the renovations to the construction trailer that is to be used as the site office and other matters relating to the operation of the landfill site.

Chair Adams opened the meeting by stating that the spacing of the spindles on the step and deck were about 2" too wide and James Leon was asked to inform Darryl Cochrane that the spacing must be changed to meet building code specifications. James was requested to ask Darryl the reason for his using some galvanized nails in the application of the deck surface when treated screws had been specified.

Tracy Lance informed the Board that the portable toilet from P&G Pumping was adequate for his employees for facilities at the site and that wet hand wipers might be used instead of having a source of wash water. Tracy added that electricity is not required for site operation.

Mike Gasman stated his concern about purchasing a generator for the site office because of the possibility of it being stolen. He further inquired as to the underlying need for electrical power if the operations contractor did not see any such need.

Tracy Lance stated that the trailer/office itself requires exterior painting. Denise Walker noted that the office would require heating and Chair Adams stated that the MOE must be accommodated in its requirements for the site office. Mike Gasman asked whom the office would be accommodating. Denise Walker replied that the site supervisor, the site attendant, and the site machine operator would use the office, and that the Board might use it for meetings. Denise added that the C of A requires that records be kept and stored securely on site for six months and that the C of A and that the Design and Operations Report further govern the site requirements.

After some discussion about whether or not the site requires an office, Chair Adams stated that there are five options for an office for the site supervisor — the existing on-site trailer, a rented office outside of the municipal offices, an office in Deep River municipal buildings, an office in Laurentian Hills municipal buildings, or an office in the site supervisor's house.

Mike Gasman asked where the records are required to be stored. Denise Walker replied that they are to be stored in a fireproof locking cabinet at the landfill site. The records must be available to the SLC and the MOE for inspections when required and Denise believes that renovations to the trailer to make it a proper office should be completed. The site supervisor will be putting site data on a computer disc.

Chair Adams brought up the subject of weather proofing the roof and stated that the plastic roof membrane as recommended by the building inspector in Deep River might not have a long enough warranty. If the warranty is for 20-25 years then it might be acceptable, but if not then a peaked or sloped roof might be a better investment. The chair suggested a single slope saltbox roof with a two-foot overhang on the front high side and one-foot on the other three sides. James Leon was requested to get a price on having this roof installed and to obtain the warranty on the plastic roof membrane.

James was asked to have the insulation job and the paint job completed and to have the outside light repaired.

James Leon was requested to have an addition to the sign at the corner of Baggs Road that points to the Landfill Site, stating that the distance to the site is 2.6 km.

Tracy Lance pointed out that a resident had delivered large containers of waste oil and the question was brought up as to whether or not there should be a fee for accepting large volumes. After some discussion it was decided that there would be a limit on how much oil the site would accept from a resident and that this volume would be 100 litres. James Leon was requested to inform the offices of both municipalities of this limit.

The Board discussed a visit to the Laurentian Valley site and James Leon was asked to arrange this visit. James was also asked to order the previously quoted propane heater and to have it installed in the office. Chair Adams suggested that the back room be used for storage and not be heated.

Tracy Lance commented that the new loader does an excellent job of compacting the garbage and that his machines were used to do most of the other work. James Leon stated that he had phoned Liebherr about the missing exterior mirrors that were included in their quote, but he had not yet received a reply from them.

Tracy Lance informed the Board that there was a Bear problem at the site, and invited the Board to go to cell one to see the area dug up by the bears.

The Board made a decision to not have a septic system or indoor plumbing for the office for the time being. James was asked to have the office floor cleaned. Chair Adams suggested obtaining a meeting table and chairs in case the Board requires the office for meeting space.

James Leon was asked to obtain prices on diesel generators with the diesel heating option installed and to have this information for the meeting on July 22<sup>nd</sup>. It was also discussed that alternatively the lighting for the trailer might be provided by 12-volt deep-discharge lead-acid storage batteries and that these could be kept charged with solar panels. James suggested solar energy panels sold for automotive use might be the least expensive ones for the purpose.

James was also asked to have a small window installed in the end of the trailer nearest the landfill area to occupy a hole exits in that area and is presently covered over with plywood.

The meeting moved from the trailer to the vicinity of the large waste oil storage tanks. Mike Gasmann suggested levelling the two large waste oil tanks and James Leon stated that he would discuss this with the site contractor.

Gary McAnulty of P & G Pumping arrived at the site at 11:00 am. Gary had been requested to attend the meeting to discuss toilet and wash-water issues. Chair Adams informed Gary that we are not presently going to have an indoor toilet and wash water. The site would continue to use the portable that Gary has provided. Chair Adams asked Gary about the monthly rental charge and the cost of purchasing a portable. Gary replied the rental would cost \$100 per month, not including servicing, and that a new unit is \$960. The Board noted that the existing portable appeared to be in very good condition and Gary indicated that he would sell it for \$900 including all taxes and delivery. After a brief discussion, the Board decided, on a Motion made by Fred Adams, seconded by Mike Gasmann, and passed by vote of the Board, to make the purchase and to have P & G Pumping service the portable as required. James Leon will get P & G's ownership notice removed from the portable, and a simple identification applied that shows it is the property of the landfill site.

The Board then moved to the area of cell one and viewed the section that had been dug up by bears. Tracy noted that the Operations Manual instructs him to draw back the prior day's cover material before starting new deposits, but that he is unable to recover the cover material used the previous evening in any area where the bears have mixed garbage into the cover material. James was asked to contact the Ministry to see what steps we are allowed to take with the bears, or if they will provide traps to remove them. Deep River bylaws forbid the use of firearms within the Town limits.

### 3. Adjourn

The meeting adjourned at 11:15 am. The next meeting is scheduled for July 22<sup>nd</sup> at 7:30 pm at Point Alexander.