

**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:** July 22, 2002  
**Time:** 7:30 P.M.  
**Location:** Point Alexander, Meeting Room

<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>Absent</b>
	<b>Ron Peori</b>	<b>Site Liaison Committee Chairperson</b>	<b>Present</b>
	<b>James Leon</b>	<b>Coordinator</b>	<b>Present</b>

1. Call to order.

The Chair called the meeting to order at 7:55 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 be accepted.

Carried

5. Review and Acceptance of Minutes of Meetings of June 17, 2002 and June 24, 2002.

Moved by: Jim Boulanger  
Seconded by: Denise Walker

That the minutes of the June 17, 2002 meeting be accepted.

Carried

Moved by: Jim Boulanger  
Seconded by: Denise Walker

That the minutes of the June 24, 2002 meeting be accepted.

Carried

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

The Board discussed the status of approval of the proposed tipping fees by both towns. The Council of the Town of Laurentian Hills had recently approved the fees and Denise Walker stated that she would present the proposed fees for adoption by the Council of the Town of Deep River during their August 6, 2002 Council meeting.

7. Correspondence.

a. Quote for fireproof locking file cabinets from Digital Copy Xpress.

Quotes for fireproof locking file cabinets from Digital Copy Xpress and from Runge Stationers were discussed. Landfill Site reports must be kept stored on site in a fireproof container and must be available for MOE and SLC inspection when requested. It was considered probable that the MOE would expect us to have these on site for about six months, but the documentation is silent on a specific time period.

It was decided that James Leon would contact Dan Broome at AECL to determine if there is a surplus fireproof locking file cabinet. The least expensive file cabinet in the quotes was one from Digital Copy Xpress for less than \$800.00.

Moved by: Jim Boulanger  
Seconded by: Denise Walker

That the least expensive fireproof locking file cabinet be purchased if AECL cannot provide a surplus cabinet.

Carried

James Leon was asked to contact AECL, and if a cabinet isn't available, to order the one that was chosen, from Digital Copy Xpress.

- b. Correspondence from MPP Sean Conway re not being able to attend the “Grand Opening” of the site.

The Board acknowledged this letter.

James Leon was asked to add the issue of heating the site office to the next meeting agenda.

- c. Report from James Leon regarding his discussion with Darryl Cochrane re changing the spindle spacing on the site office step and deck, determining the reason for using galvanized nails on the deck, and verbal quote for \$4,000 for roof.

James Leon stated that he had informed Darryl that the spindles on the step and the deck were not close enough to meet the building code and that this must be rectified. James had also asked Darryl for the reason for not using all plated screws in the construction and Darryl replied that he had used some galvanized nails to tack the boards in place, but offered no reason for varying from the requested method of fastening. The Board discussed the verbal quote for \$4,000.00 to construct a saltbox roof on the office. The dimensions of the metal sheets, and the overhang on the front, rear and ends were also discussed. The overhang would be 3’ on the front and 1’ on the back and sides.

Jim Boulanger suggested that James get a price for the materials to construct a roof from Kent Trusses and Home Hardware. When we have these quotes, then a quote for the labour could be obtained. Chair Adams suggested the addition of two whirly birds or having vented soffits all around and to ensure that rubber washer screws that are made for metal roofs are used. The estimate for a rubber roof was discussed and the warranty period would be for 10 years. The Board was concerned about the possibility of damaging the roof by snow removal and decided that the metal-pitched roof would be best. Strapping would be used tie the trusses together and the metal roof would be screwed to the strapping. James was asked to speak to the Building Inspector to determine the kind and gauge of metal that is required. The colour of the roof should be dark red or black and James was asked to obtain information about the options.

## 8. Financial report.

Copies of the financial report were given to Board members and it was noted that the report was not up to date. James Leon was asked to inform Steve Recourski that changing the date at the top of the report would produce an up to date report. Since the Board meets the 4<sup>th</sup> Monday of the month, a report that relies on the month-end status will be at least 4 weeks out of date. James was also requested to find out if the GST value on the report is receivable or exists in the account.

Denise Walker asked James Leon to remind Tracy Lance to give the Board an invoice for the first month’s operation. Chair Adams suggested that Tracy photocopy the invoice and change the date each month and suggested that the monthly payment be made automatically to K & T Trucking’s account. James was asked to speak to Tracy about a direct deposit.

Details about the Liebherr loader were discussed and Jim Boulanger stated that the tracks were 15” rather than the 12” that had been discussed on previous occasions but that the specifications in the original quote were for 15” tracks, as was the order as finally placed. James Leon stated that he had contacted Liebherr about the external mirrors that did not arrive with the loader, and he was

informed that they would be shipped to Clouthiers Construction in Pembroke and that they would install the mirrors on the machine.

James Leon was requested by Jim Boulanger to find out how well the windshield wipers and washers, front and rear, are operating.

9. Update from Site Liaison Committee.

Ron Peori stated that there has not been a meeting since the last Board meeting. Denise Walker suggested to Ron that the SLC become involved in public education for waste reduction/recycling and perhaps hold an Open House.

10. Update on HHW Depot.

The volume of oil per resident per day was discussed at the last Board meeting and it was decided that the volume would be 100 litres. After a debate, the Board decided that the maximum volume would be 25 litres per day per household or business. James Leon was asked to give notice of this change.

Small batteries, including rechargeable batteries, were discussed. NiCd batteries are poisonous and must be handled carefully.

Ron Peori informed the Board that Jeff Bennett had left Lacombe Waste and that the Board should keep this in mind when deciding on a waste-recycling contractor.

11. Outstanding Tasks.

a. Decision on recycling bins.

Denise Walker suggested that the Board follow the same protocol as used by the Laurentian Valley Site. Our site does require recycling containers, and perhaps Gary McAnulty could do the pick-up. The Board discussed the upfront cost of \$0.041 per resident, and that in addition the waste would be received and charged by the ton. Jim Boulanger raised the question of whether or not the Board could become a member of this waste system on behalf of the two municipalities.

The Board discussed the methods of loading recyclables onto a truck. James was asked to contact Gary McAnulty and find out if he could rent us containers that he could pick-up, and inform him that the Board is trying to cut a deal with the Laurentian Valley Site.

The possibility of having a bin inside the HHW Depot to store cardboard was discussed and James was asked to get in touch with Andrew Polley to see if there would be a problem storing cardboard in one corner of the HHW Depot and to also inform Andrew that the Board is trying to make an arrangement with the Laurentian Valley Site for recycling. James was asked to get in touch with Laurentian Valley and speak to someone about getting information about a contract and to determine what material that they might accept.

b. Status of signage.

James Leon informed the Board that all of the area signs had been delivered by him to the site attendant. James has requested him to install the signs in the proper locations. James said that the two larger signs were prepared, but that the tipping fee sign could not be completed until both towns had approved the fees. The other large sign would be installed when the 4" x 4" posts were attached.

12. Other business.

a. Decision on source of electricity.

A 12-volt system with deep-cycle batteries and solar panels was decided upon at the last Board meeting. The Board agreed to maintain this decision, and not to purchase a generator at this time.

James Leon informed the Board that three fire extinguishers had been obtained from Fire Chief Jim Hogue in Deep River. Two of them are located in the HHW Depot and the third would be placed in the site office when it is complete.

Board members discussed the problem of bears digging up garbage at night at the site. Jim Boulanger asked James Leon to discuss the bear problem with the Deep River Police or Fire Department to find out what might be done to eliminate the bears.

b. Closed Board meeting re compensation to Landowners, letters from David DeMille and Al Huckabone re offers.

Moved by: Denise Walker  
Seconded by: Jim Boulanger

That the Board go into a closed meeting to discuss compensation issues.

Carried.

Moved by: Jim Boulanger  
Seconded by: Denise Walker

That the Board come out of closed session.

Carried.

James Leon was requested to arrange a teleconference meeting with David DeMille, Chair Adams and himself to obtain legal advice for the Board on compensation issues.

13. Adjourn.

Moved by: Jim Boulanger  
Seconded by: Denise Walker

That the meeting be adjourned at 10:00 pm.

Carried.

The next meeting will be held at 1930h on August 26<sup>th</sup>, in Deep River.