

NORTH RENFREW LANDFILL OPERATIONS BOARD

c/o Town of Laurentian Hills
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North Renfrew Landfill Operations Board Meeting

Minutes of Meeting

Date: April 28, 2003
Time: 7:30 P.M.
Location: Point Alexander Meeting Room

Chair	Fred Adams	Town of Laurentian Hills	Present
Vice Chair	Ed Cochrane	Town of Deep River	Present
Councillor	Jim Boulanger	Town of Laurentian Hills	Present
Councillor	Jim Dickens	Town of Deep River	Present
	Ron Peori	Site Liaison Committee Chairperson	Absent
	Earl Gust	Site Liaison Committee Vice Chair	Present
	James Leon	Coordinator	Present

1. Call to order at 7:30 pm. by the four Council representatives as a group for selection of a Chair pro tem for elections for the North Renfrew Landfill Operations Board.

Fred Adams noted that the new Board does not have a Chair so the first agenda item suggests that an acting Chair be appointed pro tem to begin the meeting. Ed Cochrane asked Fred if as Chair of the former Board, the North Renfrew Waste Management Board, he would be willing to be the Chair of the North Renfrew Landfill Operations Board. Fred replied that he would be willing but that the first requirement for this meeting is to select a Chair pro tem.

Moved by: Ed Cochrane
Seconded by: Jim Boulanger

That Fred Adams be appointed as Chair pro tem to begin the first North Renfrew Landfill Operations Board Meeting. Carried.

2. Election of the fifth Board Member.

Chair Adams noted that the Town of Laurentian Hills Council had nominated one person to be included in the election of the fifth Board Member. Jim Dickens stated that the Town of

Deep River Striking Committee would select two nominees and Council would approve the two at next Council Meeting.

Moved by: Jim Boulanger
Seconded by: Jim Dickens

That the election of the fifth Board Member be tabled for the next Board Meeting. Carried.

3. Election of the Board Chair and Vice Chair.

The elections were discussed and it was decided that they would take place despite the fact that a fifth Member has not yet been elected and appointed to the Board. It was noted that three votes make a majority whether there are four voters or five. Pro tem Chair Adams suggested that if there was a tie vote in the elections of the Chair or Vice Chair or any other matter that comes before the Board during this meeting, that the election or other matter be tabled until the fifth Board Member is appointed. Details of the elections as required in the March 12, 2003 Intermunicipal Agreement, were discussed.

Jim Dickens and Ed Cochrane nominated Fred Adams as the Chair of the new Board. A call for other nominees was made a second and a third time, but none were put forth.

Moved by: Jim Dickens
Seconded by: Ed Cochrane

That Fred Adams be declared elected Chair of the North Renfrew Landfill Operations Board. Carried.

Jim Boulanger, seconded by Fred Adams, nominated Ed Cochrane as the Vice Chair. A call for other nominees was made a second and a third time, but again none were put forth.

Moved by: Jim Boulanger
Seconded by: Fred Adams

That Ed Cochrane be declared elected Vice Chair of the North Renfrew Landfill Operations Board. Carried.

4. Call to Order by the Chair for the first meeting of the new Board.

The Chair called the Meeting to order at 7:38 pm. Earl Gust, SLC Vice Chair, arrived and was invited to sit at the meeting table as the SLC representative.

5. Declarations of Interest.

None.

6. Adoption of the agenda for the current meeting.

Moved by: Jim Boulanger
Seconded by: Ed Cochrane

That the agenda for the current meeting be adopted as distributed. Carried.

7. Delegations.

None.

8. Review and acceptance of Minutes of Meeting of March 31, 2003.

Moved by: Jim Boulanger
Seconded by: Jim Dickens

That the minutes of the March 31, 2003 Meeting be accepted as distributed. Carried.

9. Business Arising from Previous Meetings that is not dealt with elsewhere in the Agenda.

None.

10. Correspondence.

- a. Conversations with Dan Broome and quote and acceptance for used AECL fencing for use as an apron for the electric fence.

Chair Adams explained the purpose of having a buried apron installed around the outside perimeter of the electric fence.

James Leon stated that he had contacted AECL's Dan Broome about the possibility of obtaining used fencing to be used as apron material for the Site electric fence. Dan checked the availability of used fence material and informed James that there was some available and that AECL would sell it to the Board for a very reasonable price. James visited Dan at AECL to evaluate the used fence material and determined that it would be excellent for use as the buried apron. Dan gave James a verbal quote of \$500.00 plus GST for the material, including delivery. James accepted the offer and it was delivered on April 21, 2002. To purchase the least expensive material would otherwise have cost more than \$2,500 plus GST.

- b. Discussions with Tracy Lance and M&R Feeds re status of electric fence, and warranty.

James reported that he had spoken to Tracy Lance about having the apron for the electric fence installed. Tracy replied that now that we have the used fencing material and the frost is out of the ground, he would begin the installation this week. James had also contacted Patrick McGonegal of M&R Feeds about having the electric fence erected. He was informed that the materials had been ordered, but have not yet all been received. When the apron is in place, the electric fence erection would begin.

James also reported asking Patrick about providing the Board with a warranty of at least one year on materials and labour. Patrick agreed to send a warranty, as requested, to the Board. Jim Boulanger requested James to find out what the warranty period would be for the solar energy power unit.

- c. Report on the meeting with John Goltz OLS, affected landowners, and Board Members; and report on the status of the survey of the impact zone.

The meeting with John Goltz, the adjacent landowners, and the Board was deemed a success. Arrangements to survey the impact zone for the Blimkies, Brian Gust and the Bakers were made. Mrs. Herriot attended and she made it clear that she and Mr. Herriot did not want their land surveyed. Copies of an Indemnity Statement were given to each for signing, to allow the surveyors on the properties. John Goltz was made aware of the requirement for the surveyor to contact the Wayne Blimkie and Brian Gust before the planned survey date so that they can accompany the surveyor.

James Leon stated that he had called John Goltz today and John informed him that the surveying would begin on April 30. Jim Boulanger asked James to ensure that the surveyor gives the landowners enough notice before beginning the survey on their lands.

- d. Amendment to C of A re operation on statutory holidays.

The amendment document from the MOE has been received and copies have been given to Board Members.

- e. 2002 Monitoring Report from Robinson Consultants.

The 2002 Monitoring Report was received from Robinson Consultants. Copies were made for Board Members and SLC Members and were distributed to those who were present. Earl Gust was given an extra copy, to be given to Brian Gust. James Leon was requested to give copies to each municipal office and to send a copy to AECL. After a brief discussion, the following motion was made:

Moved by: Jim Boulanger
Seconded by: Ed Cochrane

That the 2002 Monitoring Report be accepted as presented for information purposes and that copies be given to each municipality and to AECL. Carried.

- f. Decision on having Tracy Lance remove the stump pile from the clearing of Site cells to the Buchanan Site.

This topic was discussed and it was decided that using the Buchanan Site for this purpose would be acceptable. James Leon was asked to inform Tracy Lance to complete this job.

- g. Update from Dan Minard of Beaumen re cardboard contract and by-law suggestions.

James Leon reported that he had contacted Dan Minard for details of costs for his proposal for cardboard pickup. Dan informed him that the offer, as stated, was to remove cardboard from commercial/large generator sources for \$100.00 per pickup weekly or biweekly if the current value per tonne is \$100.00 or less. If the current value is greater than \$100.00 per tonne, the pickup would be \$50.00. Dan added that considering his costs for employees, fuel/transport and handling, this would be good value for the municipalities. Chair Adams noted that likely Deep River would have 80% or more of the total amount of cardboard to be removed. Jim Dickens inquired about the route that would be used for the cardboard pickup. Chair Adams replied that Beaumen would have to go as far as Rolphton and do Deep River and Chalk River along the way. He added that we now have a feel for what Dan is offering.

James was asked to contact Dan to determine how the current value of cardboard might be verified. Dan might identify his buyer and/or a net site that could be used to determine the value.

- h. Decision on application by Robinson Consultants for amendment to C of A for alternative cover materials.

The application for this amendment was discussed. C & D waste including roofing shingles and wallboard would be tub ground and used to mix with existing top cover material. Earl Gust expressed concern about some of this material flying around after grinding.

Jim Dickens asked what other landfills use as top cover and James Leon replied that he had requested this information from many other Ontario landfill sites by email through the MWIN network of members. He had received replies stating that existing excavated material is generally used and one replier suggested using fly ash.

Jim Boulanger asked if roofing shingles might be recycled. Chair Adams replied that shingles could be recycled but the cost of transporting would be very high.

Moved by: Jim Dickens
Seconded by: Jim Boulanger

That Robinson Consultants be instructed to proceed with the application to amend the C of A for alternative cover materials. Carried.

James Leon was requested to inform Andrew Buzza of this instruction to proceed.

11. Finance

a. Financial Report

The current financial report was distributed to Board Members and was reviewed. Chair Adams asked James Leon to determine the reason that the Jan 1 - Apr 25, 03 column of the Budget VS. Actual Report Sheet shows the Municipal Contributions as being the full amount payable for the year 2003. Only the first quarterly Municipal Contributions have been applied for to date.

Moved by: Ed Cochrane
Seconded by: Jim Boulanger

That the Financial Report be accepted for information purposes. Carried.

Fred Adams noted that Laurentian Hills Council has, during its budget process, inquired about using prepaid plastic garbage bags as a method of control of the quantity of garbage being landfilled as opposed to being recycled. He asked James to obtain information that Steve Recoskie has already assembled, and to gather data from municipalities operating this way, and to bring the information to the next meeting for initial discussion.

b. Suggestions by Steve Recoskie re 2003 Budget.

James Leon informed the Board that Steve had contacted him about the GST Rebate Receivable amount in the INCOME section of the 2003 Approved Budget. Steve suggested that this line be deleted and items in the EXPENSES sections that are affected by GST be adjusted by the GST rebate factor. A Revised Budget was prepared and details of it were discussed. James Leon confirmed that the GST Rebate that the Board would be getting back is 4/7 of the GST paid. Fred Adams offered the opinion that Steve's suggestion is correct for the year-end. The amount of the GST Rebate in the INCOME section of Budget is for last year's Rebate and James was asked to inform Steve of this.

c. Update on the application for first quarterly municipal payments.

James reported that the first quarterly municipal apportionment payments had been applied for, and have been received.

12. Update from Site Liaison Committee.

There was no current SLC update because there hasn't been a recent meeting. James Leon noted that there is a requirement for the SLC to conduct four meetings per year. James asked the Board if it would be appropriate for him to set a date for the next SLC meeting. Chair Adams and Earl Gust briefly discussed this and the Board decided that James be requested to set a date for an SLC meeting.

Earl Gust noted that there was some litter on the Site lands adjacent to the Gust property. James Leon stated that because of high winds lately, there has been a lot of effort in cleaning up litter on both sides of the fence at the Site. The Site personnel do a daily cleanup and an extensive cleanup on Saturdays. James informed Earl that he would ensure that the litter near the Gust property would be addressed this week, but in order for the Site personnel to remove litter from the Gust property they would need permission from Brian Gust. James will call Brian and ask for permission.

13. Update on HHW Depot.

a. Update on sampling and pickup of waste oil.

James Leon reported that NOCO Canada Inc. had sampled the oil holding tanks at the site. The results indicated that only uncontaminated waste engine oil had been stored in the tanks. NOCO removed 6,370 litres from the tanks on April 16, 2003 and that James had sent the MOE a copy of the completed waste manifest form, as required.

14. Outstanding tasks.

- a. Sample of Landfill Operations Board letterhead and card design.

James presented an edited letterhead for the Board's approval. The Board agreed that this letterhead be adopted.

James also presented a business card design that had been prepared by Michelle Leon that included the new Board's name, the Site Logo and the changed email address. It would cost \$20 to \$30 to have 100 cards printed. After a brief discussion the following motion was suggested:

Moved by: Jim Boulanger
Seconded by: Jim Dickens

That James Leon be authorized to have 100 business cards printed. Carried.

- b. Status of filling and painting the inside of the Site Office and construction of the shelter in Re-Use Area.

James reported that the filling/painting had been started inside the Site Office. Chair Adams had earlier asked him to tell Darryl Cochrane to wait until the 2003 Budget has been approved and the new Board has discussed and approved the construction of the shelter before ordering material and beginning the work. James had informed Darryl of this. Chair Adams asked James to table this item on the next meeting's agenda.

15. Other Business.

- a. Request to the North Renfrew Landfill Operations Board by the former Board, the North Renfrew Waste Management Board to present and approve a motion to reflect the following changes: That the North Renfrew Landfill Operations Board carry out such business as may arise and assume responsibility for the ongoing operation of the North Renfrew Landfill site, as the North Renfrew Waste Management Board has been deemed to be dissolved. All records, accounts, assets, rights, employees and funds to be transferred to the Operations Board, which shall in turn assume all liabilities, undertakings and obligations whether contractual or otherwise of the former Board.

The North Renfrew Landfill Operations Board considered this request, and the following motion was made:

Moved by: Jim Dickens
Seconded by: Jim Boulanger

That the North Renfrew Landfill Operations Board carry out such business as may arise and assume responsibility for the ongoing operation of the North Renfrew Landfill site, as the North Renfrew Waste Management Board has been deemed to

be dissolved. All records, accounts, assets, rights, employees and funds to be transferred to the Operations Board, which shall in turn assume all liabilities, undertakings and obligations whether contractual or otherwise of the former Board. Carried.

- b. Update from Ed Cochrane and/or Jim Dickens re status of Miller's Road C of A change for C&D waste acceptance from Laurentian Hills.

Jim Dickens stated that the amendment to the Millers Road Site's C of A is being applied for. An engineer employed by Deep River is making this application and by the next Board meeting, the costs of the amendment should be available.

- c. Status of an enabling motion to proceed with actually building the Reuse shelter in accordance with the quote that was previously accepted for inclusion in the budget values.

This agenda item had been previously discussed in 14. b.
Earl Gust left the meeting at 8:50 pm.

- d. Closed Board Meeting to discuss correspondence from the Board's attorney David DeMille.

Moved by: Jim Boulanger
Seconded by: Ed Cochrane

That the Board go to closed session to discuss legal advice received from David DeMille. Carried

Moved by: Jim Boulanger
Seconded by: Jim Dickens

That the Board come out of closed session. Carried.

James Leon was asked to contact David DeMille and inform him of the decisions made during closed session, regarding compensation issues. James was also requested to have two maps printed for the two Town of Deep River Board Members.

- 16. Adjourn.
Motion to Adjourn:

Moved by: Jim Boulanger
Seconded by: Ed Cochrane

That the meeting be adjourned at 9:00 pm. The Next regular meeting at 7:30 pm, May 26, 2003 will be held in the Town of Deep River Council Chambers.