

**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:** May 26, 2003  
**Time:** 7:30 P.M.  
**Location:** Town of Deep River Council Chambers

<b>Chair</b>	<b>Fred Adams</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Vice Chair</b>	<b>Ed Cochrane</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>Jim Dickens</b>	<b>Town of Deep River</b>	<b>Present</b>
	<b>Ron Peori</b>	<b>Site Liaison Committee Chairperson</b>	<b>Present</b>
	<b>James Leon</b>	<b>Coordinator</b>	<b>Present</b>

**Members of the public: Councillor Denise Walker** **Town of Deep River**  
**Richard Rabishaw**  
**Joe Munch**  
**Barb Shreeve**  
**Tracy Lance**  
**Earl Gust**

1. Call to order.

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

2. Election of the fifth Board Member.

Chair Adams reviewed the procedure of the selection of the fifth Board Member from four non-council nominees, two submitted by each council. The selection will be done by secret ballot in accordance with the Intermunicipal Agreement that was signed on March 12, 2003. Section 4.3 of the agreement states "...If no nominee receives a majority of votes, any nominee who received no votes will be eliminated, and a second ballot will be held. If no nominee receives a majority of votes in the second ballot, any nominee who received no votes will be eliminated, and one of the remaining nominees will be selected by lot." Chair Adams asked the current Board Members if they understood the selection procedure and it was determined that they did

understand the process. It was agreed that the interpretation of “majority” is three in the case of four votes cast.

Three of the four nominees were present and were introduced to the Board Members. The nominees that were present and selected by the Town of Deep River Council were Ms. Barb Shreeve and Mr. Joe Munch, and the nominee that was present and selected by the Town of Laurentian Hills was Mr. Richard Rabishaw, while Laurentian Hills’ second nominee, Mr Tom Nicks, was not present.

Chair Adams suggested that the qualifications of each nominee be reviewed and Jim Dickens agreed with this review. Chair Adams noted that one of the four nominees, Mr. Tom Nicks who was nominated by the Town of Laurentian Hills Council, was not present and he offered to briefly review Tom’s qualifications on his behalf if there were no objections. Mr. Nicks was a former council member of the Townships of Rolph, Buchanan, Wylie & McKay, and he is a former chair of the committee that preceded the Board. He retired from Ontario Hydro and did contract work for AECL involving the decommissioning and monitoring of NPD. Tom headed up the group that did the groundwork for the selection of the current site. Chair Adams asked Jim Boulanger if this was enough information and Jim replied that he had nothing to add.

Chair Adams suggested that we next hear from the second Laurentian Hills’ nominee, Mr, Richard (Dick) Rabishaw, noting that Larry Simons of the Town of Deep River originally mentioned Dick as a potential nominee and that Dick was one of a short-list of possible Deep River nominees for this position. Dick began by saying that he is now retired from AECL, and that while employed by AECL he was on the negotiating committee that came to an agreement for the sale of the current Site property to the Town of Deep River. Dick managed the preparation and liquidation of surplus AECL properties and buildings including environmental issues for the liquidations. Dick is currently the manager of a business in Chalk River operated by his son and himself and he has extra time that will allow him to sit on the Board.

Barb Shreeve spoke next, stating that she has a history in local waste management and recycling. Barb was an SLC Member in 1989 when the Town of Deep River originally obtained funding from the MOE to begin the process of finding a new landfill site. Barb also served on the SLC in 1993 and 1994 and again in 2001. She has spent a lot of time educating students about recycling in local schools, including teaching recycling in Keys School for two years. Barb added that she doesn’t work full time and that she has time to sit as a Board Member.

Joe Munch next presented his qualifications. Joe is now retired from AECL, where he was a chemical analyst for 34 years. He worked for 15 years in the Environmental Research Branch doing extensive sampling and analysis in AECL sites and most other sites in the surrounding area. Joe has drilled monitoring wells, analyzed the soil and then the water for a variety of environmental markers. Joe added that he has extensive knowledge in monitoring.

Jim Dickens stated that we have four excellent candidates for the fifth Board Member position. Chair Adams suggested that the balloting begin and be done according to the Intermunicipal Agreement. James Leon gave one ballot to each Board Member. The four completed ballots were mixed and unfolded by James and Jim Dickens. The result of the first balloting was two votes

each for Joe Munch and Dick Rabishaw. The two nominees that received no votes were eliminated and the second balloting then took place.

The four completed ballots were mixed and unfolded by James and Jim Dickens. The result of the second balloting was two votes each for Joe Munch and Dick Rabishaw. One of the two nominees would be selected by lot. The two names were placed, folded, in a box and Earl Gust was asked to draw one name from the box. The name drawn was Dick Rabishaw and thus, Dick had been selected as the fifth Board Member.

Chair Adams suggested a motion to have the ballots destroyed.

Moved by:            Jim Dickens  
Seconded by:        Dick Rabishaw

That James Leon be instructed to destroy the used ballots. Carried.

Barb Shreeve and Joe Munch left the meeting at 8:00 pm.

Chair Adams informed Dick Rabishaw that now that he is the fifth Board member, and the only non council member, he is expected to act as a neutral member with regard to the municipalities and his priority should be what is best for the landfill Site. The Board Members welcomed Dick as the new Member.

3.     Declarations of interest.

None.

4.     Adoption of the Agenda for the current meeting.

Moved by:            Jim Boulanger  
Seconded by:        Dick Rabishaw

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

5.     Delegations.

Chair Adams suggested that this would be a good time for Ron Peori and Tracy Lance to have their concerns discussed. Ron began by stating that he is concerned about the issue of AECL material for recycling going to the Baggs Road Site. Ron noted that this issue had been discussed during the November 2002 meeting. At that time the Board had been receptive to the idea of AECL recycling materials being brought to the Site for pickup. The AECL recycling material was first sent to the site Tuesday May 20, 2003. Tracy Lance stated that there might not be enough blue boxes as AECL had sent four or five of them. Ron replied that AECL would supply all blue boxes that were required and added that the first batch of recyclables were likely much larger than the future batches would be. James Leon stated that he had spoken to Dan Minard last week and Dan was concerned about the AECL recycling issue as he had given

AECL a fair quote for pickup. Ron stated that the Beaumen contract would be running out at the end of June 2003 and AECL would prefer to send the recyclables to the site.

Ron informed the Board that he does not want to jeopardize the site-recycling program. Ed Cochrane noted that one cannot blame Dan Minard for his concern about losing the AECL contract and we should not create a situation that would allow Beaumen to double-dip payments for recycling. Dick Rabishaw added that Beaumen would save some driving distance if the AECL recyclables were picked up at the site, but Dan's concern is having the AECL contract renewed. Dick and Jim Boulanger agreed that times are changing and Dan Minard will have to adjust to this idea, as he is servicing both Laurentian Hills and Deep River, and AECL is part of Deep River. Ron added that Dan might come back and offer AECL a better deal that AECL will consider.

The issue of a contract with Beaumen to pick up cardboard in both municipalities was briefly discussed. Ed Cochrane informed Jim Dickens and Dick Rabishaw that the cardboard pick up was for large cardboard generators, being local businesses. Denise Walker noted that Fleury's Valu-mart is baling their cardboard and that an Ottawa company does the pick up. Ron Peori stated that baling the cardboard should allow for free pick up or perhaps some profit. Currently the Site does not have electricity to run a baling machine so this is not an option.

Jim Boulanger suggested to Ron that AECL work out the recycling details with Dan Minard. Ron noted that if Dan offers AECL a less expensive proposal then it might be accepted.

6. Review and acceptance of Minutes of Meeting of April 28, 2003.

Moved by: Ed Cochrane  
Seconded by: Jim Boulanger

That the minutes of the April 28, 2003 meeting be accepted as distributed. Carried.

Jim Boulanger asked about the number of hours that were on the Liebherr loader and Tracy Lance replied that there were about 450 hours on it and that it was being used about 2 hours a day.

7. Business arising from previous meetings that is not dealt with elsewhere in the Agenda.

None.

8. Correspondence.

a. Proposals from Tracy Lance for two-year contracts for Landfill Operations and for Brush Chipping.

Chair Adams stated that we have in hand a proposal from Tracy Lance in which he has offered to reduce the site operations contract costs for the each of next two years by \$6,000 per year. He suggested that this would be the time for the Board members to ask

Tracy any questions that they might have about the contract. Chair Adams suggested that Tracy Lance should strive for better and more efficient operation of the site. Tracy replied that blown refuse has to be picked up around the site every day and that on most Saturdays he has to pay an extra person for extensive pick up around the site on both sides of the fence. Tracy also added that the sand that is used for top cover and often mixed with the woodchips make excavation of the waste in the cells very easy for birds and animals. Jim Boulanger asked Earl Gust if there has been a clean up of the site property near the Gust's property line and Earl replied that the clean up had been done. Jim asked Tracy if he has obtained permission from Brian Gust to have material cleaned up from his land if and when litter is noticed and Tracy replied that the permission has been obtained verbally by himself and by James Leon.

Chair Adams stated that the current contract calls for litter policing in and around the landfill site and Baggs Road. The Board has received a complaint from a resident on Plant Road about litter that had blown off of a vehicle taking waste to the site and suggested that the contract for site operation include clean up of Plant road as required. James Leon stated that he and his son Vincent, had done a thorough clean up of the ditches, lawns and woods along Plant Road and he had spoken to the person that made the complaint and asked her to call him whenever there is a problem. Dick Rabishaw suggested that Plant Road is clean now so we can leave it for the moment as an open question for the operations contract.

Jim Dickens asked about the GST rebate that the Board is credited with from the operations contract. Chair Adams replied that the Board gets 4/7ths of the GST paid returned as a rebate. Chair Adams added that we do not currently have any public relations problems with site operations and all comments are unanimously positive.

b. Correspondence from Patrick McGoneagal of M&R Feeds re Warranty for materials and labour of electric fence and for solar energy power unit.

James Leon stated that he had called Patrick McGoneagal of M&R Feeds about a warranty for materials and labour for the electric fence and asked him what the factory warranty was for the solar energy power unit. James had received a fax from Patrick stating that materials and labour would be warranted for one year and that the factory warranty on the solar energy power unit was for two years.

c. Discussions with Tracy Lance and M&R Feeds' Chuck Gervais re status of electric fence and apron.

James had met with Chuck Gervais at the site and had examined the electric fence apron that Tracy Lance had installed. Chuck marked the corners and suggested that James have the top part of the apron covered with the existing sand to prevent grounding with the electric fence bottom wire. James had spoken to Tracy and he agreed to have this completed so that the fence could be started.

d. Conversation with John Goltz and report on the status of the survey of the impact zone.

James had spoken to John Goltz, who informed him that there would be about one more full day of work to complete the survey. James reminded John that Brian Gust must be notified before any further surveying is done on his property. Jim Boulanger and Chair Adams discussed the stake that was required near the edge of Baggs Road where the impact zone cut the edge of the Blimkie property, and Jim stated that this stake was now in place. Chair Adams noted that the surveyor did not want to put the stake too close to the edge of the road so that it looked as if he was marking the Blimkie property line.

e. Update from Dan Minard of Beaumen re determination of cardboard value for proposed contract.

James Leon had contacted Dan and Dan assured him that if the cardboard pick up contract was accepted, that he would get verifying information sent to us about the current rate that he receives for cardboard. Chair Adams asked James to contact Dan to identify his cardboard buyers or a website that could be used to determine current cardboard value in Eastern Ontario.

f. Discussion with Andrew Buzza re invoice task B, Review of C of A for \$486.00.

James stated that he had contacted Andrew and determined that the \$486.00 on the invoice was for preliminary work that was done for the C of A change for alternative cover material.

g. Information from other Towns and Townships re prepaid garbage bags.

Chair Adams stated that he had asked James to gather information on bags and tags that are required for garbage and are sold to residents of various communities. Chair Adams noted that the By-Law for banning cardboard from landfill is connected to this issue. Chair Adams stated that the information that James had given him about user pay/bags in the Town of Prescott was quite impressive and he detailed the radical change in cubic meters per year from 3500 in 1992 to 675 in 2003. Chair Adams added that Parry Sound could not get a new landfill site approved in the area, so they dug up the existing landfill, sorted all of the recyclable material and began to reuse the existing landfill again. Chair Adams and Jim Boulanger noted that this bags or tags issue had been raised at a recent budget review meeting in Laurentian Hills. The two mayors had earlier discussed this issue and had asked the Board to look into it.

Ed Cochrane stated that he thinks that user pay is a good idea but he wouldn't want the Town of Deep River getting into the business of garbage bag sales. The staff is already quite busy and he expects that people will complain because they are already being well taxed for garbage disposal. Jim Dickens added that although he believes that the purpose of this issue could be valuable to saving landfill volume at the site, this concept would be a hard sell in Deep River. After a brief discussion it was decided that either bags or tags

might work after the residents were educated upfront. Dick Rabishaw agreed that taxpayers should be given a chance upfront to voice their concerns and that education is the key to their acceptance of this idea. The costs must be disclosed up front. Jim Dickens added that Deep River people would argue that is part of the taxes that they pay. Jim Boulanger suggested that tags might be the best solution.

Ed Cochrane suggested that going to clear plastic bags and instructing the contractor to not pick up garbage that has recycling material in it, might work. Ed added that a big part of the change would have to be education and timely explanations and as one councillor he believes that we are a long way from making a decision on this issue. Chair Adams stated that we are just getting information for discussion on this issue for future Council Meetings. James Leon was asked to review a brief information package that he had brought to this meeting, which he had compiled based on information from various towns and townships. Chair Adams asked James to elaborate on this information and distribute it to Board members for further discussions. Chair Adams asked where we go from here and Jim Boulanger suggested that the SLC be asked to help with educating the public on this issue. Chair Adams stated that only the two town councils can make decisions on this issue, and that the Board can only make recommendations. It was agreed that the four Board members that are councillors would present this information to the Town Councils.

Chair Adams stated that decisions would have to be made as to whether there would be any free bags distributed annually to each household, or if the purchased bags would only be required over and above one regular bag put out for pick up. Alterations might have to be made to future garbage pick up contracts. Chair Adams suggested that James speak to Gary McAnulty to get his feedback. Dick Rabishaw suggested that we could eventually go to a biweekly pick up.

James was also asked to add the cardboard by-law issue to the next agenda and to draft a by-law for cardboard that is the same for both municipalities.

#### h. Year 2002 Annual Status Report

James Leon gave each Board member a copy of the 2002 report and gave Earl Gust a copy on request. Chair Adams suggested that the report be briefly reviewed.

Moved by: Dick Rabishaw  
Seconded by: Ed Cochrane

That the 2002 Annual Status Report be accepted as distributed. Carried.

#### i. Reply from Pat Stewart re maximum volume limit to transport waste oil

James Leon stated that he had spoken to Pat, who informed James that the maximum volume of waste oil that could be transported without using a waste company was 450 litres, or about two 45 gallon drums full. Chair Adams briefly discussed a draft by-law

that Larry Simons had prepared and asked James to have Larry edit it to reflect the site's acceptance of 25 litres for free and a tipping fee of 10 cents per litre after this volume.

j. Discussion with Dan Minard re AECL recycling material being brought to site.

This topic was previously dealt with in section 5. of the agenda.

9. Finance.

a. Financial Report

James Leon distributed copies of the current report and noted that he had asked Steve Recoskie about the Municipal Contributions amount of \$374,653 that appears in the "January 1-May 23, 03" column of the "Budget vs. Actual" sheet. Steve replied that this is the way that this is done for Budget vs. Actual purposes. Chair Adams asked James to get back to Steve to suggest to him that it would be desirable that it be changed.

Chair Adams stated that the Budget for 2003 must be presented to both town councils to be approved. Ed Cochrane stated that he would call Larry Simmons about the 2003 Board budget. Chair Adams stated that in a public session of a town committee meeting an objection was raised by the Laurentian Hills Road Superintendent, who was not pleased with having his budget drastically reduced, and then seeing the Board proposing \$7,000 "to build a roof over garbage." Chair Adams noted at that time that material in the reuse area, that might be taken away for reuse by residents, does become garbage if it is not sheltered from the rain. He added that this reuse area shelter, being a capital item, will not go ahead until the budget is approved by both towns, and that Laurentian Hills may request it be removed from the Board Budget.

b. Suggestions by Steve Recoskie re 2003 Budget and edited Budget with the same bottom line.

Chair Adams stated that the 2003 budget as approved by the Board had been edited at Steve's suggestion to remove the GST rebate receivable from the income section and that each item on the budget that would have GST payable would be reduced by the rebate percentage of the GST. James Leon had edited the budget items as requested by Steve and this is the Budget that has been presented by the Board to both municipalities.

c. Invoice from David DeMille for \$729.53.

This invoice was briefly discussed and the following motion was suggested.

Moved by: Jim Boulanger  
Seconded by: Jim Dickens

That the invoice from David DeMille for \$729.53 be paid. Carried.

d. Approval to make final payment to Brian Gust for the completed removal of Hunt Camp.

Chair Adams stated that he has in hand, a request from James Leon to have this final payment made to Brian Gust.

Moved by: Dick Rabishaw  
Seconded by: Ed Cochrane

That the final payment of \$15,000 for the removal of the hunt camp be paid to Brian Gust. Carried.

James Leon stated that an invoice has recently been received from Jim Hickey for the site insurance. The amount payable is \$9,545 plus tax. Chair Adams noted that James must contact Jim Hickey and have the Board name changed and he added that the policy includes \$5,000,000 personal liability. After a discussion on environmental liability, Jim Dickens informed Dick Rabishaw that the reason for the limiting environmental liability amount of \$1,000,000 is likely because of the size of the landfill site. Chair Adams asked Jim Dickens if he had any suggestions about the bill or the coverage and Jim replied that we should look into having the environmental liability amount increased.

Moved by: Dick Rabishaw  
Seconded by: Jim Dickens

That the insurance bill from Jim Hickey insurance for \$9,545 plus tax be paid.

Carried.

James Leon was asked to look into increasing the environmental liability coverage.

10. Update from Site Liaison Committee.

James Leon stated that there had been an SLC meeting on May 15<sup>th</sup>. Unfortunately only 2 of the 4 members attended. Both the SLC chair and Vice Chair were absent and issues to be discussed including the nomination and elections of the 2003 Chair and Vice Chair were tabled for the next meeting, which is scheduled for June 26, 2003.

11. Outstanding Tasks.

a. Status of filling and painting the inside of the Site Office and cementing around BH-4 monitoring well.

James Leon reported that the crack and hole filling has been completed inside of the Site Office and that the painting has been started. The cementing job around the bullet-damaged BH-4 sampling well has been completed. Chair Adams explained to the new

Board Members the details of the bullet damage that had been done to the BH last November.

James was asked about the status of the ventilated skirting around the Site Office. James replied that he was not aware of a decision being made to have the skirting installed, although it had been informally discussed last summer. Chair Adams requested James to check the minutes of 2002 meetings to determine if a decision had been made about skirting.

12. Other Business.

- a. Update re status of Miller's Road C of A change for C&D waste acceptance from Laurentian Hills.

Jim Dickens reported that this application has been sent out, but so far there is no reply from the MOE.

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

Chair Adams stated that this decision is on hold and would not be made until the Budget has been approved by both Towns.

Earl Gust stated that his family has not received the minutes of the last approved Board Meeting. Chair Adams asked James to send the recently approved minutes to the landowners. Earl then expressed concern on behalf of the Blimkies regarding the compensation settlement that they had agreed upon. Is it still in the hands of the lawyers? Chair Adams replied that the Board's solicitor is waiting a decision on the last detail of the compensation package by the Town of Deep River Council and that the decision information be given to the Blimkies when it becomes available.

Earl Gust requested that Brian Gust be sent a copy of the 2003 Annual Status Report. James stated that an extra copy is available and Chair Adams asked him to send it to Brian Gust. Earl Gust left the meeting at 10:45 pm.

- c. Closed Board Meeting to discuss correspondence from David DeMille, renewal of Site contracts and honorarium for fifth Board Member.

Moved by: Jim Boulanger  
Seconded by: Dick Rabishaw

That the Board go to closed session to discuss correspondence from David DeMille, renewal of Site contracts and honorarium for fifth Board Member.  
Carried.

Moved by: Ed Cochrane  
Seconded by: Dick Rabishaw

That the Board come out of closed session. Carried.

Moved by: Jim Boulanger  
Seconded by: Jim Dickens

That the Board pay an honorarium to the fifth Board Member. Carried.

13. Adjourn.

Motion to Adjourn:

Moved by: Ed Cochrane  
Seconded by: Jim Boulanger

That the meeting be adjourned at 11:00 pm. Carried. The next regular meeting at 7:30 pm, June 23, 2003 will be held in the Point Alexander Meeting Room.