

## NORTH RENFREW LANDFILL OPERATIONS BOARD

c/o Town of Laurentian Hills  
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### North Renfrew Waste Management Board Meeting

#### Approved Minutes of Meeting

**Date:** August 25, 2003  
**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>Ed Cochrane</b>         | <b>Town of Deep River</b>                 | <b>Absent</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>Richard Rabishaw</b>    | <b>Member of public/Board member</b>      | <b>Absent</b>  |
| <b>Deputy Mayor</b> | <b>Christopher Carroll</b> | <b>Town of Deep River</b>                 | <b>Present</b> |
|                     | <b>Earl Gust</b>           | <b>Site Liaison Committee Chairperson</b> | <b>Absent</b>  |
|                     | <b>James Leon</b>          | <b>Coordinator</b>                        | <b>Present</b> |

#### Member of the public:

**Tracy Lance**

#### 1. Call to order

The Chair called the meeting to order at 7:33 P.M.

#### 2. Declarations of interest.

None.

#### 3. Adoption of the Agenda for the current meeting.

Chair Adams noted that James Leon had additional items to be added to Agenda item 6. James stated that these items were:

- Discussion and signing of the Blimkie's Agreement.
- Installation of two entrances to the Blimkie's property.
- Presentation and discussion of the impact zone survey sketch.

Moved by: Jim Boulanger  
Seconded by: Jim Dickens

That the Agenda for the current meeting be accepted as amended. Carried.

4. Delegations.

None.

5. Review and Acceptance of Minutes of Meeting of July 28, 2003.

Moved by: Jim Dickens  
Seconded by: Jim Boulanger

That the minutes of the July 28, 2003 meeting be accepted. Carried.

6. Business arising from previous minutes and not dealt with elsewhere in the Agenda.

a. Discussion and signing of the Blimkie's Agreement.

Board Members reviewed the Agreement and Release that had been signed by the Blimkies. Chair Adams suggested that he and Jim Dickens sign the Agreement on behalf of the Board. After the document was signed, James Leon was directed to send an original signed copy of the Agreement and Release to Mr. DeMille and Mr. Huckabone, and to retain the third original in the Board's file. James was also requested to send a copy to the Administrator of both municipalities and to each Board Member.

b. Installation of two entrances to the Blimkie's property in accordance with the Agreement.

Jim Boulanger stated that Bruce Boucher must be contacted and requested to sell two culverts to the Board and to install them as entrances to the Blimkie's Property. Chair Adams agreed and added that the price of the culverts should reflect the cost of a per unit value for a shipment of culverts as currently purchased and received by Laurentian Hills. Jim Boulanger agreed to contact Bruce to have this work completed.

c. Presentation and discussion of the impact zone survey sketch.

James presented a Sketch of the 500 m impact zone that had been sent to him recently by John Goltz Surveying. James pointed out that the SIBs near Baggs Road were in the wrong locations and suggested that they be moved to the correct locations. James added that he had spoken to Jerry Dupuis about the sketch and he had agreed that John Goltz should be requested to have the SIBs moved. James was asked to contact John Goltz and request that the SIBs be moved to the correct locations. When this is complete, John should have his invoice sent for payment.

7. Correspondence.

a. Brush Chipping contract offer, agreement and possible signing.

The Chipping contract was discussed and the following motion was made:

Moved by: Jim Dickens

Seconded by: Jim Boulanger

That the Brush Chipping contract be accepted and signed. Carried.

The contract was dated August 25, 2003 and Tracy Lance and Chair Adams both signed it in duplicate. Chair Adams asked James to give a photocopy to each Board Member and to the Administrator of each Municipality.

Chair Adams recommended that the next topic to be addressed, while Tracy was still present, should be item 10. a.

10. Other Business.

- a. Information update re status of Millers Road C of A change for C&D waste acceptance from Laurentian Hills and discussions with Andrew Buzza and Belo Csomor re approval.

James reported that he had met with Belo about the status of this change and that Belo had given him verbal approval for the Board to have Laurentian Hills C&D waste sent to the Millers Road Site. Costs of the moving of the waste, levelling and top covering would be handled and paid by the Board. He would not be able to provide written approval until after his next meeting with Deep River Council.

James had then spoken to Andrew Buzza about this and he stated that the C of A change was at a point that allows Belo to have the authority to approve this waste acceptance at the Millers Road Site.

After a discussion, Jim Dickens agreed to check into this issue and determine if Belo would provide a letter of approval for the Laurentian Hills C&D waste acceptance.

7. b. Electric fence update re coyotes digging underneath and discussion with M&R Feeds.

James Leon reported that there has been no recurrence of coyotes digging under the fence. He had contacted M&R Feeds about a possible solution to problems like this and Patrick McGonegal informed James that a jumper comprised of a few insulators and some wire would solve any future digging problems. James added that he would address future problems as they occur.

- c. Complaint from resident with property on Baggs Road and response action.

The information was briefly discussed and accepted.

d. Discussion with Andrew Polley and Andrew Buzza re burning natural wood products.

James had earlier sent an email to Board Members that summarized the replies from Andrew Polley and Andrew Buzza. He had asked Andrew Buzza about the reasons that 2.12 of the Operations Manual stated that waste will not be burned at the site while the C of A stated that the burning of wastes at the Landfill is prohibited except for natural wood products. Andrew Buzza stated that this was done because the D & O Report section 5.3 states that the burning of wastes will be prohibited and he added that the D & O Report forms part of the C of A, as Schedule "A".

James stated that he had asked Andrew Polley if the Board can legally burn natural wood products as stated in the C of A. Andrew Polley replied that although the MOE had historically allowed the burning of natural wood products, in recent years they are discouraging the burning of anything, for safety and environmental reasons. The MOE currently encourages the chipping or tub grinding of these materials and having them used for compost and/or mixing with daily cover.

Board Members discussed this issue and Chair Adams stated that because the D & O Report is an extension of the C of A, it would appear to preclude burning at the Baggs Road Site. He also noted that the D&O document was prepared under the direction of persons who are not currently serving on the Board and whose considerations and deliberations on the topic are not immediately available to us.

Although we will not be able to take advantage of landfill volume saving by burning natural wood products at the site, increasing our percentage of waste diversion by sending our C&D waste to the Millers Road Site and chipping brush will go a long way to saving fill volume. Chair Adams added that keeping bulky material, especially cardboard, out of our landfill would get us much closer to 50% waste diversion. Chris Carroll agreed that we must keep cardboard out of the landfill. Jim Dickens added that although the life expectancy is currently less than 20 years, diverting cardboard would hopefully get us back to 25 years. Councillor Boulanger noted that burning the brush at the site would create the potential for smoke being a nuisance to the adjacent landowners, and further that there would be a need to create and maintain a fire-break around the area similar to what was required at the older landfills, as well as the need for a fire truck on standby while the burning was taking place and to actually attend to extinguish any fire at the close of the landfill work day.

Chris Carroll stated that the C of A should be amended to read that burning is prohibited. Chair Adams commented that getting an actual change to the C of A was neither a simple nor an inexpensive undertaking, and requested James to put a note together about the conversations that he had had with Andrew Polley and Andrew Buzza about burning at the Site and to attach the note to all copies of the C of A for the information of future researchers. James was also asked to contact Andrew Polley again for a written confirmation of his advice and for a clearer definition of "waste" set out in a manner such that we can see if we agree that the brush falls into this category.

Chair Adams asked James about the status of the original section of the compost pile at the Site. James replied that this original material isn't finished composting yet. Chair Adams suggested that when it is ready, it should be made available to residents for their own use. Jim Dickens added that the compost might be used by the towns for their gardens and should also be made available to local nurseries.

e. Note to David DeMille re Board's agreement to pay compensation to the Blimkies.

The signing of the agreement had been addressed in item 6. a. earlier in the meeting.

f. Letters of thanks and final costs of electric fence.

The letters to the MNR were acknowledged and the final costs report for the electric fence that was included in the letters was discussed. Chair Adams asked James if the invoice from M & R Feeds was the same as the quote. James replied that the invoice was the same and he added that the overall costs for the fence were under budget by about \$1,900. Jim Boulanger suggested that James obtain a catalogue from Primary Auto in Ottawa to compare prices for parts for the electric fence.

g. Discussion with Dan Minard re cardboard proposal verification and current paper recycling details.

Chair Adams noted that Larry Simons had correctly stated that a contract for the pickup of cardboard to keep it out of the landfill would require a by-law from each municipality since such a pickup lies outside the Board's area of authority. It was also noted that there had been comments about means of enforcement or education. Waste cardboard from large volume generators of cardboard, such as local businesses, should be addressed first and a pickup such as the one proposed by Dan Minard should be implemented to accomplish this pickup. Chair Adams added that the current blue box stream couldn't handle commercial cardboard and that a separate recycling stream would be necessary. The billings for the pickup should be paid by the Board, which would result in the costs being split in the current percentage manner. Although about 75% of the commercial cardboard would be picked up in Deep River, 75% of the distance that must be covered will be to service Laurentian Hills, so the usual percentage split should allocate the costs fairly.

Jim Dickens stated that he had noticed a large amount of cardboard behind a local business on a Wednesday evening and the next day it was gone. Jim added that in Deep River, local businesses have their cardboard picked up each day. Jim Boulanger stated that in Laurentian Hills, commercial garbage including cardboard is picked up twice a week. Jim Dickens stated that when the new Canadian Tire manager began working in the Deep River store, he had asked what is done with commercial cardboard and he was startled to find out about the daily garbage pickup that included cardboard. Chris Carroll added that the CTC manager was shocked to find out that commercial cardboard was being landfilled and that it wasn't being recycled. This is a problem shared by both towns.

Chair Adams noted that the vacant A&P store in Deep River still has a large trash compactor beside the building. Jim Boulanger suggested that the businesses form a co-op to use this compactor. Jim Dickens stated that merchants might agree to cooperate if a practical recycling plan is put in place. James Leon suggested that we contact the managers of commercial establishments for ideas on what might be done to recycle commercial cardboard. Jim Dickens added that if we just get something in place for the larger businesses, this would address most of the problem.

Chair Adams stated that the large volumes of cardboard that some businesses generate would quickly fill their available storage space so a twice a week pickup might be the absolute minimum. James was asked to contact Dan Minard to determine if he would be willing to have the pickup done twice a week.

Jim Dickens suggested that a meeting be held with the local merchants to try to solve the cardboard in landfill problem. Chair Adams agreed with Jim's suggestion and he added that the meeting should be for the merchants of both towns so that the solution is a common one. Chris Carroll stated that if people recognize the problem, they would be more willing to participate in finding a solution. Chris

and Chair Adams discussed what Valu-Mart currently does to have its cardboard removed. Valu-Mart has a compactor and a recycling contractor picks up the compacted cardboard. Chair Adams stated that if a central storage/compaction location were found, the cardboard would still have to be transported to that location.

Jim Dickens suggested that the meeting with merchants might be arranged by Glen Doncaster and the Chamber of Commerce. Jim stated that he would discuss the planning of this meeting with Glen at the August 27, 2003 Deep River Council Meeting and that he would present this idea to Council for discussion at that meeting.

10. b. Update on presentations to Councils of by-laws for cardboard and tipping fee changes.

The cardboard issue had been addressed earlier in the meeting. The possible by-law change for waste oil was discussed. Chair Adams noted that new Provincial regulations require that public meetings be held for every change in fees charged, and he suggested that the proposed change to the tipping fee by-law for oil not be presented to councils at this time and he added that the 25-litre limit for residents should be eliminated.

|              |               |
|--------------|---------------|
| Moved by:    | Jim Boulanger |
| Seconded by: | Jim Dickens   |

That the 25-litre waste oil acceptance limit be lifted for residents in the service area. Carried.

James was directed to inform both Town Clerks of this decision and to request them to have their tipping fee schedule updated to reflect this change.

Regarding the changing the tipping fee for a ½ or ¾ ton truck with a trailer, with waste in both, Chair Adams suggested that the Board not have a change made at this time since it had been noted that this item affects very few people. After the November elections, the Board might be comprised of some new members and changing this tipping fee should be left for them to address.

7. h. Cover letter and waste manifest forms sent to MOE re HHW pickup.

James reported that the required letter and forms had been sent to the MOE and that he would give a copy of this correspondence to Board Members that requested it.

- i. Discussions with other Landfill Sites re truck with trailer tipping fees.

A report on tipping fees that are charged by other Towns and TWPs that had been sent to Board Members was discussed. In this report, James noted that it appears as if others don't share the truck plus trailer tipping fee problem that we have, as they charge fees for each truck and each trailer or even for individual garbage bags. Board Members were concerned about the increased dumping of waste on vacant lots or side roads if tipping fees were to be imposed on each 1/2 ton truck, 3/4 ton truck and each trailer. The topic of changing the tipping fees for trucks with trailers had been discussed earlier in the meeting.

8. Finance

a. Chair Adams asked James Leon if he had received word of acceptance from the Town of Deep River for the latest Board Approved Budget. James replied that he does not believe that he has received word of acceptance of the Budget, but that he would check the file. James added that if he does not locate this information, he would request a copy of the acceptance from Jim Dickens.

Chair Adams stated that the Board does have its own bank account and that payments that the Board make do not go through the Town of Laurentian Hills bank account. He added that James is an employee of the Board, but the office staff of Laurentian Hills handles the Board's payroll, and that under our employment terms James has the same benefits as employees of Laurentian Hills.

The August 20, 2003 financial report was reviewed.

Moved by: Jim Boulanger  
Seconded by: Chris Carroll

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

b. Invoice from M&R Feeds for \$8,408.20 for electric fence.

This invoice had been discussed earlier in the meeting and there were no further comments about it. Chair Adams signed the invoice for payment.

c. Invoice from RPR Environmental for \$11,727.74 for HHW pickup.

James stated that the budgeted amount for HHW pickup was \$9,600, making this invoice 19% over budget for the year. James added that he had worked with RPR, on July 30, 2003, loading the HH Waste and that the figures on the invoice were correct. Our HHW Depot does receive a large quantity of waste material. Chair Adams suggested that the invoice be paid and he asked James to avoid scheduling the next pickup until next year so that the 2004 Budget would be in place to pay for the next HHW pickup.

The Board explored the options for removal of the paint which is presently in non-certified drums at the HHW. James stated that there are five full drums of paint remaining after the last pickup because the paint could not be transported in its present containers. One option would be to have these five drums placed in overpack outer drums at an additional cost of \$175.00 each. A second option would be to transfer the paint into approved drums, but a large volume of latex based paint solids would remain in each drum. Chair Adams suggested that the liquid layer be transferred into approved drums and the solids, being water-based paint solids, be allowed to dry and the dry residue could then be treated as solid waste. James agreed and said that he would implement this procedure.

9. Update from Site Liaison Committee.

The SLC chair was not present at this meeting.

a. Information re paper recycling sent to SLC Members.

James Leon stated that he had requested assistance in getting the word out about paper recycling for residents and commercial users. Gary McNulty responded verbally to agree that this information

should get out there, and Ron Peori replied by email that the public, especially businesses, should be educated if not somehow politely forced to use this system. The mode of this advertising has yet to be addressed. James further reported that there has not been an SLC Meeting since July and that the next scheduled SLC Meeting was set for September 18<sup>th</sup>.

Chair Adams suggested that James ask the SLC to advertise the HHW material that our Depot can receive from residents. Jim Dickens stated that the least expensive advertising that would get the message to residents would be to use Canada Post unaddressed admail. Chair Adams added that the three post offices that should be used to deliver this admail are Deep River, Chalk River and the Rolphton K0J 2H0 post office that serves Laurentian Hills. Jim Dickens suggested that James might also try getting the information for the HHW and the Reuse Area into the NRT's "Match Up" column.

10. c. Presentation of second appraisal of the Gust's property.

Moved by: Jim Boulanger  
Seconded by: Chris Carroll

That the board go to closed session to discuss the second appraisal of the Gust's property. Carried.

Moved by: Jim Boulanger  
Seconded by: Jim Dickens

That the Board come out of closed session. Carried.

The following motion was made regarding the making of an offer to the Gusts for compensation in light of the figures in the second appraisal:

Moved by: Jim Dickens  
Seconded by: Jim Boulanger

That an offer be made to the Gust family at 50% of the value of the property in the impact zone presented as "50% adjustment for loss in value" as shown on page 4 of the second appraisal. Carried.

James Leon was directed to contact David DeMille and request that he prepare this offer for the Gusts for compensation and to inform David that this value is the same as that of the first appraisal.

11. Adjourn.

Moved by: Jim Dickens  
Seconded by: Jim Boulanger

That the meeting be adjourned at 9:20 pm. Carried.

The next regular meeting at 7:30 pm, September 22, 2003, will be held in the Deep River Council Chambers.