

NORTH RENFREW LANDFILL OPERATIONS BOARD

Laurentian Hills Municipal Building
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North Renfrew Landfill Operations Board Meeting

Minutes of Meeting

Date: April 26, 2004
Time: 7:30 P.M.
Location: Town of Deep River Meeting Room

Chair	Hank van der Horn	Town of Deep River	Present
Vice Chair	Ron Peori	Member of public/Board Member	Present
Deputy Mayor	Fred Adams	Town of Laurentian Hills	Present
Councillor	Paul Rochefort	Town of Deep River	Present
Councillor	Dave Ethier	Town of Laurentian Hills	Present
	Earl Gust	SLC Chair	Present
	James Leon	Coordinator	Present

1. Call to order.

The Chair called the meeting to order at 7:35 pm.

2. Declarations of interest.

None.

3. Adoption of the Agenda for the current meeting.

Chair van der Horn suggested that section 10.h. be added to discuss the topic of tire recycling at the Site. James Leon suggested that the topic presently listed under 10.h. be a closed meeting to discuss information from the Board's attorney and recent information from adjacent landowners.

Moved by: Ron Peori
Seconded by: Fred Adams

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

4. Delegations.

None.

5. Review and acceptance of Minutes of Meeting of March 22, 2004.

Moved by: Fred Adams
Seconded by: Dave Ethier

That the Minutes of the March 22, 2004 Meeting be accepted as presented. Carried.

6. Business arising from previous Meetings that is not dealt with elsewhere in the Agenda.

None.

7. Correspondence.

- a. Response from Councils re: Board's 2004 Issue Reports #1 and #2.

Paul Rochefort stated that the two reports had been discussed at the last Deep River Community Services Committee Meeting. The Committee split the discussions into two topics. The first topic was the operation of the Millers Road Site for accepting C&D waste. This topic was later presented and recommended to council and was passed in principle.

The second topic was changing to a user pay bags or tags system. The committee was not quite as receptive to this idea. One of the problems might be the ability for Beaumen to handle the extra recyclable material that this would create. Paul added that he and Councillor Mary MacCafferty suggested that a waste inventory audit be executed and direction of how to proceed be put in place. Mary thought that larger families would have more waste and would thus have to pay extra for disposal. It is a regressive problem.

Hank van der Horn stated that the bags or tags idea wasn't turned down but was put on a differential basis. Dave Ethier stated that this change should be done at the same time in both towns and suggested that the number of dollars a year for a family of six would not be much different than that for a family of eight. Paul Rochefort stated that this change would be quite involved and an extended tipping fee schedule would have to be developed. The recycling program in Deep River would also have to be upgraded. Paul stated that the disposal of the extra recycling material should be addressed and the Board should target and develop the next steps of this system. Paul added that the change for C&D waste disposal is much easier than that of trying to change people's habits. Chair van der Horn suggested that the municipalities have not done their part to promote recycling, as apartment buildings in many cases are not online with the program.

Fred Adams stated that the Board must be clear on how documents such as Issue Reports are handled. The two Issue Reports currently being discussed were suggested by Chair van der Horn and prepared by James Leon. Neither report was adopted and brought forward by a motion by the Board. The reports as prepared, had been sent to the two Town's Municipal Officers and they contained the Board's letterhead. Fred added that he did not recall a motion being made but if one was made it was not seconded or carried. Fred noted that these motions were said to be in the Issue Reports but were not there on the basis of recommendations by the Board. Councils mistakenly dealt with the two Issue Reports as if they had been approved and forwarded to them by the Board.

Chair van der Horn stated that he believed that the motion was made and seconded for the Issue Reports to be forwarded to the Councils. Fred Adams stated that the Board's noted recommendation should be struck from the records, as there was not a motion carried by the Board.

Dave Ethier stated that with regard to user pay with bags or tags, a similar system was adopted in Westmeath-Cobden and the system is working well. Paul asked if the contents of the issue reports were discussed at the Laurentian Hills council meeting and Fred Adams replied that the reports were brought forward and were accepted for information purposes. Fred stated that if the Board has issue reports that are being presented and recommended to councils it should be clear that it is not an individual's effort, as the Board should have and carry a motion for each report. This is similar to the original bags or tags discussion from about a year ago.

Fred Adams stated that the agreement to move C&D waste to the Millers Road Site and to have that Site operated for the disposal of C&D waste was apparently not put in place, as the Board thought that it would. Obviously the MOE has overridden this idea of the Operation of the Millers Road Site. Chair van der Horn stated that although the minutes say that April 1st, 2004 would be the opening date for C&D waste acceptance at the Millers Road Site, that this was just a suggested date.

Dave Ethier said that Board Members should have been informed that the Millers Road Site did not begin operations as planned. Paul Rochefort stated that the Board's intent to begin operations of the Millers Road Site for C&D waste acceptance was not brought to council until April 14th and although approved in principle, the cost recovery system had not been defined. The Board had not discussed the details of the operation plan and the setting of tipping fees. Chair van der Horn stated that it would have to be the Deep River council that would set the tipping fees. Council suggested that Belo Csomor look at the plan and decide on how the contract would work. Dave Ethier stated that we must follow the ruling of the MOE. Fred Adams noted that the Town of Laurentian Hills is not really a player in the operation of the Miller's Road Site. Tracy Lance had been instructed to begin the operation of the Site by the Board as the Board presumed incorrectly that it could go ahead with the operation of that Site. Paul added that Belo Csomor would have to plan the details of the operation. Dave Ethier stated that May 1st would have been a better date. Chair van der Horn stated that Belo would prepare an Issue Report to be presented to committee and if the committee recommended it, it would be presented to council.

Dave Ethier stated that as a Board we should be able to expedite the opening of the Millers Road Site for the C&D Waste. Paul stated that this issue would be discussed at the May 12th Committee Meeting and recommendations would go to Council the following week. Dave added that he and Fred were aware that Andrew Polley had said that there would be no future moving of Laurentian Hills C&D waste to the Miller's Road Site until the amendment to that Site's C of A was in place. Dave stated that the most important goal of the Board should be extending the life of the Baggs Road Site. James stated that he had discussed the issue of storage of C&D Waste at the Baggs Road Site with Andrew Polley and Andrew suggested that he discuss the details of this storage with the Board's engineering firm. James said that discussing these details with the engineering firm was not necessary as the C of A and the D&O Report state that only clean wood is to be stored at the Baggs Road Site. James added that the only reason that C&D waste including wood had been stored at the Baggs Road Site was that the Board had been continually assured that this material would be acceptable in the very near future at the Millers Road Site. Now that we know that we have to wait for the C of A amendments, the Site workers at the Baggs Road Site have been instructed to only store clean wood and to landfill other forms of C&D Waste. We are now operating according to the C of A but our landfill volume is being used up more quickly.

Ron Peori asked if the bags or tags issue is being put to rest and if the Board will not make an official recommendation. Dave suggested that a public meeting would have to be held if the user pay system is to be put in place. Paul Rochefort stated that as Community Services Chair he is suggesting that the Board prepare a true plan. For example the Board might suggest that the bags or tags policy be in place

by January 2005 with families being allowed to dispose of one or two bags of garbage a week without a paid bag or tag and then have to pay for additional bags or perhaps for all bags. Both towns must treat this change in the same manner. Paul suggested that James begin working on a plan that included a time frame that would be presented to both towns. The Board will see where it stands on this issue when both town councils reply to the ideas in the plan.

Fred Adams stated that the Town of Laurentian Hills would like to see how the cardboard pick-up contract affects the landfilling rate and if landfill volume is saved as expected. Future decisions including user-pay/bags or tags would then be easier to make. Fred suggested that we watch the amount of cardboard that is still being landfilled and decide whether or not a by-law banning cardboard would be put in place. Fred stated that larger families would indeed generate more garbage. Paul stated that one question that came forward was what is in the average garbage bag.

Fred Adams stated that the blue box process does not always work the way that we think that it should. For example, he knows of one instance that a large garbage bag of crushed aluminium cans, that was opened so that the driver of the recycling truck would be able to see what the contents were, was left behind despite the fact that aluminium cans are the most profitable recyclable material.

Chair van der Horn and James Leon passed around photographs of a garbage audit that they had undertaken on Friday, April 23rd. It was obvious that only about one third of the material from a random selection of 10 garbage bags was actually garbage and the remaining two thirds was recyclable material.

Moved by: Paul Rochefort
Seconded by: Fred Adams

That the Board develop a plan for accepting a limited amount of waste from each household and a way to redeem the lifespan of the Baggs Road Landfill Site. For the plan to work the tipping fee schedules would have to be amended and penalties put in place. The plan would include the implementation of a time frame for presentation to both councils. Carried

Fred Adams stated that the Board should concentrate on the development of this plan to be brought to the both Town's Committees and Councils.

b. Correspondence from Robinson Consultants re: no leachate extraction test required for amendment to C of A for alternate cover response letter to the MOE dated April 15, 2004.

James stated that we have been informed that the requirement has been dropped for the leachate extraction testing. Andrew Buzza will send the MOE a letter that outlines the approach that will be taken to address the remaining three points contained in the letter from the MOE dated November 20, 2003. The amendment review will then continue.

c. Suggestion by Tracy Lance re: current status of C&D Waste pile.

The large pile of mixed C&D Waste from both towns had been transported to the Millers Road Site after a one-time approval was received from the MOE. James stated that the C&D waste at the Baggs Road Site now includes only clean wood, as presented earlier in the meeting.

d. Discussion with Andrew Polley re: status of Millers Road C of A amendment and suggestion to review our C of A re C&D storage.

James stated that this topic had been discussed under section 7.a., earlier in the meeting.

- e. Update from the MOE's Margaret Wojcik re the Millers Road C of A amendment.

James stated that Chair van der Horn had earlier requested that he call Andrew Polley about the status of this amendment. Andrew stated that the amendment was in the hands of Margaret Wojcik and he provided her telephone number and suggested that James contact her. Margaret was phoned and she said that she had no update on the status of this amendment but she would contact him when she has reviewed it. James added that we are still waiting for a reply.

- f. Receipt of Laurentian Hills Resolutions No. 129-04 & 130-04 re acceptance of Board's 2004 Budget and confirmation of support for Agreement between the Board and Beaumen, as modified, for cardboard recycling.

The receipt of the resolutions was acknowledged. Chair van der Horn suggested that if the Board decided to ban cardboard from landfilling that a by-law would not be required as the Board has control of what is accepted at the landfill.

- g. Fax to Board from Robinson Consultants with draft letter to MOE re spring sampling pH values of SW-5 and SW-6.

James stated that there has been an occurrence of exceeding the 75th percentile for pH during the spring monitoring event. This was similar to the exceedence during the winter event. The draft letter has been reviewed and returned to Robinson Consultants for them to send to the MOE. A reply to the exceedence during the winter event by the MOE agreed with continuing the tier 1 quarterly sampling protocol rather than going to the much more expensive tier 2 monthly protocol. Paul Rochefort stated that he had discussed this with a chemist at AECL and he had agreed that field pH measurements might indeed be subject to error.

- h. Hank van der Horn's discussion with local auto repair owner re disposal of oil filters.

Hank had spoken with an auto repair shop owner that did not know how to properly dispose of oil filters and he had requested that Hank obtain information on this disposal. James Leon stated that he had contacted the oil recycling company that removes waste engine oil from the Baggs Road Site and requested their advice. James was informed that a certified HHW recycler would dispose of the filters in an approved manner. James also contacted the local Canadian Tire dealer and he was informed that their oil filters are stored in approved 45-gallon drums for pick-up by certified recycler. James said that he would obtain details about the CTC recycler for the next Board meeting. Paul Rochefort suggested that an information letter be sent to all local garages informing them of the proper protocol for disposal of waste oil filters.

- i. Hank van der Horn's discussion with local apartment owner re blue box/recycling in apartments.

The Chair had recently discussed recycling in apartments and determined that many apartment buildings do not have a blue box program or a storage location for recyclables. He suggested that the Board discuss this problem to help save landfill volume by encouraging recycling in apartments. James Leon stated that this topic had been discussed by the previous Board and the current Board and some of the problems include the inability for many apartment dwellers to carry and/or store blue boxes in their apartments. James had contacted Dan Minard for his suggestions and Dan stated that blue boxes that are

placed at the curb or at other locations accessible by his recycling trucks would be emptied. Dan suggested that residents, custodians and apartment building owners be contacted and requested to begin recycling. People that are unable to store or carry blue boxes should be asked to place their recycling in a small cardboard box every day or two and have the custodian empty it into blue boxes in the storage room. Also available are office size blue boxes, which hold half the amount of a regular size blue box. Dave Ethier suggested that apartment buildings keep a large blue box in a storage room or container. Fred Adams suggested that the SLC become involved in this recycling and education process. Paul Rochefort stated that recycling is the responsibility of each municipality. Ron Peori suggested that storing blue boxes in apartments might be problematic due to odor and storage space. Fred Adams stated that the Town of Laurentian Hills has begun giving a blue box to each new resident family in the municipality.

8. Finance.

a. Financial Report.

The Financial Report dated April 23, 2004 was briefly reviewed. Paul Rochefort noted that the Budget versus Actual values were not presented. James Leon stated that he had asked Steve Recoskie about this and he replied that because the Board's 2004 Budget has not yet been approved by both Municipalities, this section of the Report would not be prepared until the Budget was approved.

Moved by:	Fred Adams
Seconded by:	Paul Rochefort

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

b. Status of 2004 Budget.

As reported above, only one Municipality has approved the Board's 2004 Budget.

c. Request by Board's Auditor to examine the percentage split for the Municipalities.

James stated that he had sent a message to Board Members about a request from the Board's Auditor, Wayne Dempsey. James was asked to investigate the percentage split between the two Towns. Wayne requested that the volumes of waste that are taken to the Landfill by the garbage pickup contractors of both towns be revisited. James contacted the owners of both garbage pickup companies and the Baggs Road Site Attendant for input on the estimated volumes. James determined that the accuracy of the estimated volumes on the garbage trucks were rough estimates at best. Board Members discussed the methods of determining the percentage split for both Municipalities.

Fred Adams stated that methods of determining the volume of garbage in a garbage truck might be assessed more accurately but this would not change previous data. Fred added that the original Intermunicipal Agreement signed in 1994 calculated the apportionment of costs using assessment and population data. The Agreement signed in 2003 provided a different calculation based on fixed costs and variable costs. The variable costs were originally to be determined by weight and that would have been a fairly accurate assessment. When the cost of an appropriate scale was obtained, coupled with the fact that the Site has no electrical service, it was decided that estimated volume would be used to determine the variable costs.

Paul Rochefort inquired as to what the Board's Auditor has to do with this issue. Fred replied that it is

the Auditor's job to ensure that the split is done fairly.

Chair van der Horn suggested that the Board return to the earlier method of percentage determination. Fred stated that the 2003 Agreement had been prepared by the both Municipalities' solicitors and he agreed that the former population and assessment method might be better. There is provision in the 2003 Agreement for change to a different basis of apportionment of costs.

Moved by: Fred Adams
Seconded by: Paul Rochefort

That the Board recommend to both Councils that the basis for apportionment of costs be examined and be returned to the original population and assessment method. Carried.

9. Update from the Site Liaison Committee.

Earl Gust stated that the Gust's property adjacent to the Landfill Site has a lot of litter, much of which was carried there by crows and other animals. The litter is about 200 meters onto the Gust's property. Dave Ethier stated that we should have the crows eradicated. Earl replied that it is illegal to hunt or trap within about one half kilometre of a Landfill Site. Paul Rochefort suggested that a noise deterrent might keep them away. Fred stated that the only one that would be effective is a propane unit and this unit would be a source of noise pollution that would disturb nearby residents.

James stated that the winter litter cleanup at the Site was nearly completed but that last week's windstorm created another mess. The Site workers are still working on this cleanup. Fred suggested that James have the properties near the Site cleaned up first. Earl asked what we were going to do about the problem. Paul stated that Landfill Sites in southern Ontario successfully use mechanical scarecrows to keep away birds. Fred added that this might be impossible for our Site, as we do not have power. James was directed to obtain information on this deterrent system and to report his findings back to the Board.

Earl Gust stated there was an SLC meeting on Wednesday April 21, 2004. The 2004 SLC elections for Chair and vice Chair were held. Earl Gust was elected as Chair and Susan McBride was elected as Vice Chair. Topics discussed included advertising, business from previous meetings, Landfill Site Operations and waste diversion/recycling. The next SLC meeting will be held on June 16, 2004.

Earl noted that the 30 metre Buffer around the landfill footprint is supposed to contain a perimeter access road around the landfill. He inquired as to why the access road has not been cleared and constructed. Chair van der Horn and Fred Adams discussed this issue and suggested that it was just the currently used landfill cells that require having a cleared 30 metre Buffer. Earl expressed his concern that the clearing and road construction around cells 3 and 4 has not yet been completed for use as a firebreak.

James stated that he would check the C of A and the D&O Report for the requirements of the Buffer and the access road. Chair van der Horn suggested that he and James review these requirements and visit the site to measure the existing Buffer and access roads around the active cell.

Earl inquired about the availability of compost from the Site. James replied that Andrew Buzza is working on details and costs of analysis of the compost so that it could be removed from the Site. Fred stated that this is the time of year that it would be in demand and suggested that James determine what must be done to get the required approval as soon as possible.

Earl Gust and Ron Peori discussed a load of material that Wayne Blimkie had followed from Petawawa that went into the landfill site and was likely accepted. They suggested that this waste might not have been generated in our service area. James stated that he would investigate this issue. Fred Adams stated that he was aware of one resident that arrived at the landfill and the attendant was not present at the gate. This resident had spoken to another resident that was at the Site at that time and he was directed to the locations that his waste should be unloaded. James Leon responded that he was aware of this and he had contacted the Site Attendant to determine if the information about the waste had been logged. The Attendant stated that it was not busy that day in January and he was preparing a location for the next garbage truck to unload. He had seen that person's van and the locations that he was unloading waste. The waste was logged but he did not get the licence plate number. The other resident at the Site at that time told him that he knew that the person with the van was from Deep River.

10. Other business.

a. Status of Agreement for the collection of cardboard.

James stated that Dan Minard has reviewed the Draft Agreement and during a conversation with him, several minor changes were suggested. The most important change that he requested was the vehicle liability insurance amount of \$5,000,000 that George LeConte suggested. Dan stated that all of his trucks carry \$1,000,000 liability and he would like the \$1,000,000 amount in the Agreement. Board Members discussed the liability amount and Fred Adams suggested that the Board compromise by offering to accept \$2,000,000 liability.

Moved by:	Paul Rochefort
Seconded by:	Dave Ethier

That the Board recommend that a change from \$5,000,000 to \$2,000,000 be made for liability insurance for the Cardboard Collection agreement. Carried.

James was instructed to contact Dan Minard recommending this change. If Dan would not agree to having \$2,000,000 liability, James would then contact Board Members for input on accepting a lesser amount of coverage.

b. Update of proposing a by-law to both Councils to eliminate cardboard from the Landfill.

Chair van der Horn stated that it is the Board that operates the Landfill Site and could eliminate the landfilling of cardboard without having by-laws. When and if required, the Board could have this change made.

c. Suggestion to discuss the OVWRC Tipping Fees and Contaminated Load Tipping Fee Policy.

A copy of the 2004 OVWRC's Tipping Fee schedule was given to Board Members, for discussion. Members noted that tipping fees were set by weight and there was a fee for even the smallest loads of everything except clean corrugated cardboard, scrap metal and residential yard waste. Waste loads that contain more than 25% of divertible material are considered contaminated and will be subject to increased tipping fees.

d. Update about scrap metal value from KIMKO as investigated by Ron Peori and increase from Bee Line for scrap metal.

Ron stated that he had not yet contacted KIMKO about our scrap metal value, but he would try later this week. James stated that Bee Line Disposal has increased the payment for our scrap metal to \$40.00 per tonne.

e. Status of repair to damage to monitoring bore hole BH - 5 -I casing.

James stated that he has had Jamie MacKinnon examine the damaged well and he has received a quote of \$200.00 plus GST to repair and return BH -5 -I to its original state. James has accepted this quote and has instructed Jamie to complete the repair.

f. Complaint by landowner re garbage on his land between Baggs Road and Millers Road.

James reported that Bill Baker had called him about garbage that was dumped on and near his property. The problem was addressed as a complaint and the Board's Complaint Procedure was followed. A log was completed and a reply letter was sent to Bill which contained possible solutions to the problem. Copies of the log and the letter had been sent to Board Members.

Ron Peori stated that he had been talking with Wayne Blimkie and he informed Ron that he had completed the cleanup of litter on his property. It took Wayne 1.5 hours and he would like to be paid for this task at his current AECL rate. Fred Adams stated that the cleanup of properties that are near the Site is the responsibility of the Site workers and Wayne had been informed that with his permission, the workers would do the cleanup.

Earl Gust suggested that Plant Road and Baggs Road are in need of an immediate cleanup as there are tires and garbage on the sides and in the ditches. James stated that he would talk to the Site Contractor and inform him that this garbage near the roads is unacceptable and that a cleanup must be done immediately.

Paul Rochefort suggested that garbage should be checked to determine if a name and/or address might be found. Fred Adams noted that another Municipality publishes a notice in the local newspaper asking people to contact them if they know how garbage bags containing the specific names and/or addresses in the illegally dumped trash could have ended up in the location where found. Paul agreed and added that all illegally dumped garbage should be investigated and the name(s) published. This should help decrease illegal dumping. Fred stated that the first step might be calling the person and telling them that their garbage is there for them to remove. Ron added that these tactics should embarrass people to help prevent them from making repeat offences.

Paul suggested that James Draft an ad to be run in the NRT about illegal dumping and investigations of these events.

g. Suggestion by Hank van der Horn to have a letter sent to the Site Contractor asking him to not contact the MOE or Jp2g in behalf of the Board or the Municipalities.

Chair van der Horn stated that some problems have been experienced recently because of the Contractor contacting the MOE and a consultant on behalf of the Board and/or a Municipality regarding the Baggs Road and the Millers Road Sites. He suggests that a letter be sent to the Contractor asking him to not make contacts on behalf of the Board or the Municipalities. Fred Adams added that the Contractor should be informed that if he does contact an engineering firm, that he should first inform that firm that he would be the person to invoice for that call.

Moved by: Hank van der Horn
Seconded by: Fred Adams

That the Baggs Road Contractor be sent a letter requesting that he not contact the MOE or any consulting firm on behalf of the Board or the Municipalities. Communication should be directed to the Waste Management Coordinator or the respective Municipality's Town Superintendent. Carried.

James Leon was directed to prepare the draft letter, have it reviewed by the Board's Chair and to send it to the Contractor.

h. Hank van der Horne's suggestion to discuss tire recycling at the Site.

Chair van der Horn stated that he is concerned about the high costs of tire recycling. Although the Municipalities collect tipping fees, there is still the free disposal of four tires per residence per year. The Board should address the tipping fee schedule for tires so that the fees are updated when other recently discussed user pay ideas are added to the tipping fee schedules.

Fred Adams stated that he has noticed that people who buy new tires at the local Canadian Tire outlet (CTC) often take their used tires with them because of the free disposal at the Site. Ron Peori stated that he has noticed that some CTC customers do not pay for the tire disposal fee with the intent of taking the used tires with them but the CTC workers apparently forget to return the used tires to the customer. CTC must then pay for the recycling costs.

g. Information to and from the Board's attorney and recent request from landowners.

The following motion was made for the discussion of legal matters:

Moved by: Dave Ethier
Seconded by: Paul Rochefort

That the Board go into closed session to discuss information from David DeMille and to discuss a recent request from landowners. Carried.

Moved by: Hank van der Horn
Seconded by: Dave Ethier

That the Board come out of closed session. Carried.

The Board requested James Leon to draft a letter to the appropriate landowners informing them that the Board has decided to accept their offer regarding compensation and to request their input on how the Board should proceed. The letter would be cc'd to Board Members and to David DeMille.

11. Adjourn.

Moved by: Dave Ethier
Seconded by: Paul Rochefort

That the meeting be adjourned at 10:30 pm. Carried.

The next regular meeting at 7:30 pm, May 31, 2004 will be held at the Baggs Road Landfill Office.