

NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board Meeting

Minutes of Meeting

Date: October 25, 2004
Time: 7:30 P.M.
Location: Point Alexander 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 7:30 pm.

2. Declarations of interest.

None

3. Adoption of the Agenda for the current meeting.

Chair van der Horn suggested that one item be added to this Agenda. A meeting should be held in the near future to begin working on the 2005 budget. This item should be added as Agenda item 10. h.

Moved by: Fred Adams
Seconded by: Ron Peori

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

4. Delegations.

None.

5. Review and acceptance of Minutes of Meeting of August 23, 2004.

Moved by: Fred Adams
Seconded by: Ron Peori

That the Minutes of the August 23, 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. Correspondence re vandalism to and from Police departments and Board Members.

Chair van der Horn requested that James present a brief summary of the events of vandalism at the Site. James stated that there have been five cases of vandalism in less than two months. The first two cases were similar to the two September 2003 events. Vandals entered the Re-Use area and broke TV and monitor screens, window glass, ranges, microwave ovens, toys, furniture and other appliances. During the next three occurrences, vandals did similar damage in the Re-Use Area and also did additional damage in the Recycling and C&D Areas. The vandalism events were reported to the OPP and to the Deep River Police Departments. Letters were sent to OPP Staff Sergeant Hurteau and to Deep River Police Chief Ueltzhoffer requesting that they discuss and resolve the issue of reporting, investigating and patrolling of Baggs Road and the Site.

Staff Sergeant Hurteau sent a letter of reply. In it he noted that any incidents at the Site must be reported to and investigated by the Deep River Police Service. Police patrol on Baggs Road however, is conducted by the OPP. He added that information obtained would be shared between the two services in an effort to identify those responsible.

Fred Adams stated that the vandals might be young people returning to school after the summer break. He added that the best way to determine who is doing the damage would be to set up a digital video unit set to take a shot about every 15 seconds all night long using a sub-0-lux system.

- b. Paul Rochefort's discussion with Deep River Fire Chief re water bomber agreement.

Paul Rochefort reported that he had spoken to Larry Simons and Larry had spoken with the Deep River Fire Chief. Chief Hogue stated that the Deep River Fire Department does not have a water bomber agreement with the MNR. He added that he does not think that it is worth the value to the Town as most land in the Deep River area is in the Town itself. The fact that there is no burning at the Landfill Site is another reason to not have an agreement. For geographic reasons, it is well worth having an agreement between the Town of Laurentian Hills and the MNR.

Dave Ethier stated that vandalism at the Site increases the chance of a problem fire occurring and it would be beneficial to the Site and to the Town of Deep River for the Town to have an agreement with the MNR. Paul stated that it depends on the ratio of Town land to Crown land and Deep River's ratio is much higher than that of Laurentian Hills. Paul added that if the Board made an official recommendation that Deep River consider obtaining an agreement then it would go to Council. Dave noted that an agreement would be beneficial if a fire starts at the Site and spreads to adjacent properties.

Fred stated that Deep River Management would likely disagree with the propriety of such a recommendation coming forward from the Board so he would be hesitant to favour such a resolution. If a fire starts and spreads out of the Site property, Deep River would have to pay for the

extinguishing and other costs. The fact that we are not burning at the Site decreases but does not eliminate the chance that a fire would start and spread. There are plenty of flammable materials on the Site's property that would add to a problem outbreak.

Paul stated that the Deep River Fire Chief does not think that such an agreement would be worth it for Deep River. Chair van der Horn added that he has also talked with the Chief and he stated that for 25 years, the Fire Department in Deep River has not had to utilize a water bomber. An agreement would be an unnecessary investment. There would be other costs to the Town if an agreement were pursued.

Dave stated that now that we have the information, if the Deep River Board Members are satisfied with not having an MNR agreement, then this topic should be left alone for now.

c. Note from Ron Peori re alternative to oil filter crushing.

Ron and James summarized the investigation of the alternative to oil filter crushing. Allowing oil filters to drip for a few days before recycling or landfilling, is the lowest cost option. Ron spoke with AECL's Geoff Bennett and he stated that if the filters are set to drip for 24 hours they are considered as being hazard free and can then be recycled. Geoff suggested that we set up a system where they drip for a couple of days. All that is needed is a system that we can show that is set up to meet the dripping requirements.

Chair van der Horn stated that his son is currently preparing a rig to cut the filter, remove the paper and render the base as re-useable. When a prototype is ready, it could be tested at the Site.

Paul Rochefort noted that for years garages have used oil filter draining racks as standard practice. Dave Ethier stated that local garages should be informed that they must pre-drain their waste oil filters before having them recycled. Chair van der Horn suggested that James send a letter to commercial generators of waste oil filters informing them that the filters must not go into the regular garbage. They must be drained for at least 24 hours and properly recycled. James was also directed to run an ad in the NRT informing all residents and commercial generators of used oil filters of the proper draining and disposal protocol. The Chair also asked James to contact Beaumen to determine if they have any suggestions for recycling the filters.

d. Letter from Robinson consultants re offer to modify the Monitoring and Contingency Plan of the C of A for pH values in exceedence of the trigger value.

James had reported earlier that the Board has received a letter/quote from Robinson Consultants' Andrew Buzza re field pH values that have exceeded the trigger value. The MOE has recommended that a request be made to modify the Monitoring and Contingency Plan sections of the C of A. This request and supporting documentation should be made to the Ottawa District Office. Andrew Buzza has offered to complete this activity for a cost in the order of \$500. James stated that as it is in our best interest to proceed with this, he has accepted the offer. James added that we have not yet heard back from Robinson Consultants so he will contact Andrew for a status report on this modification.

e. Follow-up letter to Brian Gust re continuing litter cleanup on his property.

Board Members acknowledged the follow-up letter to Brian Gust. Dave Ethier stated that the regular cleanups of the adjacent properties are important, and should eliminate recurrences of litter complaints on neighbouring lands.

- f. Letter from David DeMille with photos of litter on the Gust property.

James was instructed to retain the letter and photos in the Board's files.

- g. Reply from Jim Halloran of Waste Care Services re having to have HHW drums re-tested.

James reported that he had called Waste Care's Jim Halloran about having the previously approved clean drums, that were used to transport dry cell batteries, returned to our HHW Depot to be used again without the additional costs of having them re-tested. The dry-cell batteries in heavy plastic bags would not have any affect on the drums. Jim Halloran replied that regardless of the apparent condition of the drums, once they have been used to transport any HHW material, they must be sent to an approved drum testing company for re-testing. Ron Peori stated that this is the same reply that the Board had received from two other hazardous waste carriers when asked about re-using clean previously approved drums.

- h. Letter from the Board that was sent to AECL.

James noted that at the July 26, 2004 Board Meeting Ron Peori suggested that the Board send a letter of thanks to AECL for its cooperation and generosity to the Board through the past few years. The letter was prepared, reviewed and sent. Copies had been earlier distributed to Board Members.

8. Finance

a. Financial Report.

Board Members examined the current Financial Report. Paul Rochefort asked James if the 66% of the total Budget shown on the Total Expense line was a reflection of being well under spent to date, as we are about 80% into 2004. James replied that invoices that have not been received, including one from Laurentian Hills, would bring us closer to the 80% level of the 2004 Budget. James speculated that at year-end, we would be slightly under Budget.

Board Members discussed items in the Budget that might not be used this year but would likely be required in 2005. Paul suggested that funds for these items be placed in a reserve for use in 2005. Fred Adams stated that he believes that a Municipal Board is able to hold funds in reserve for defined items. James was directed to contact the Board's Auditor to determine the rules regarding reserving funds.

- b. Discussion with Steve Recoskie re why expenses associated with payables are not added to the Monthly Financial Report.

James stated that he had discussed this issue with Steve Recoskie. He had asked Steve why expenses associated with payables are not being added to the Monthly Financial Reports, when the cheques are prepared. Steve replied that the cheques are usually prepared at the end of the month and this affects the values entered on the Report. For example, in August the HHW pickup payment had not yet been entered, as the cheque was not yet prepared. Fred Adams agreed that the bills are posted when the cheques are prepared.

- c. Quotes for the construction of the Re-Use Area Shelter and suggestion by the Chair to price enclosed trailers for the shelter.

The three quotes from local contractors were reviewed. The lowest quote was \$1,500 over the budgeted amount. Fred Adams stated that the Deep River Building Inspector modified the original specifications and the cost for the construction was increased due these changes. Ron Peori noted that the modifications were made to allow the roof to safely carry the snow load during the winter months and to not be a hazard to those entering the shelter.

Chair van der Horn stated that he and Fred had discussed using a large freight trailer as the Re-Use Area Shelter. The trailer would be lockable and would help prevent vandalism. A lean-to could be built on one side of the trailer to protect the Re-Use items that were not stored inside the trailer.

The Chair and James had examined two trailers that were available for this purpose. A local contractor offered to sell and deliver one of them to the Site for \$2,000. One of the trailers had side doors and end doors and the Chair suggested that Board agree with purchasing it. This shelter would save thousands of dollars.

Chair van der Horn noted that the attached lean-to could be added this year or in 2005. Dave Ethier suggested that it would be best to add the lean-to this fiscal year and Paul Rochefort agreed that we should complete this construction with 2004 budgeted funds. The Chair suggested that the Board purchase the materials for the lean-to and hire someone to be paid by the hour to do the construction. James stated that once the trailer was in place he would contact the contractor that had the lowest bid for the originally proposed shelter and determine his hourly rate to complete the lean-to. Fred Adams noted that a lean to without walls or floor would not require a building permit but must still be built safely.

Chair van der Horn recommended that the trailer undercarriage be buried so that the entrance doors are one step off the ground. He also recommended that a mobile washer be employed to clean it inside and out. Fred suggested that if there is a smell inside that a can of ground coffee sprinkled on the floor and left for a few days before sweeping up, would eliminate the problem.

Moved by: Fred Adams
Seconded by: Paul Rochefort

That the trailer with side doors be purchased for use as the Re-Use Area shelter. Carried.

Fred added that when the trailer is in place, we would then be able to evaluate the further requirements for the shelter.

d. Quote for ads in the NEWS and the NRT.

Cost of ads for The News, the Friday edition, and the NRT were obtained and sent earlier to Board Members. For the News, an ad that is 4¼" X 4" would cost \$168.00 and for the NRT, an ad that is 4½" X 4" would cost \$ 59.10. For Board advertising, the costs were deemed acceptable.

9. Update from the Site Liaison Committee.

a. Update on SLC Meetings for 2004.

Earl Gust stated that an SLC Meeting has not been held since the last Board Meeting. The next scheduled SLC Meeting will be held on November 17, 2004.

James noted that although there are supposed to be four SLC Meetings each year, two of the three scheduled Meetings to date were not attended by enough members to make a quorum. Fred Adams suggested that the SLC establish a policy that states that a quorum be the attending members at future Meetings. This suggestion should be made at the next SLC Meeting. This motion must be made and carried with a quorum of at least three of four Members.

Paul Rochefort inquired as to whether the Board's mandate is affected by not having four SLC meetings per year. Fred replied that as long as we demonstrate that the required number of meetings were scheduled, we would not be in violation of the Board's requirements even if a quorum of SLC Members did not show up at some of the Meetings.

Fred stated that one of the roles of the SLC is to promote waste diversion activities such as recycling, reusing, and composting. Fred added that from the Waste Diversion Ontario (WDO) 2003 Municipal Blue Box Datacall Results for the Town of Laurentian Hills, the net cost per tonne is well above the average for this group. The SLC should review the WDO report for each town and make suggestions to improve the recycling programs.

Board Members discussed the WDO report for both Towns. The Datacall summary indicates that the annual cost for the blue box service in Deep River was \$26 per household and in Laurentian Hills was \$34 per household. The average net cost per tonne for almost 200 similar municipal blue box programs was \$235. The cost per tonne for Deep River was slightly below the average at \$230 while the cost per tonne for Laurentian Hills was well above the average at \$375. Board Members were concerned with the higher cost for the Town of Laurentian Hills, as it might be an indication that residents are not recycling as well as those in other municipalities.

Fred Adams noted that most residents in Laurentian Hills do participate in the blue box program, even those that live on private roads. Some of the low return of recyclable material might be due to residents burning waste. He added that it is obvious that Laurentian Hills is paying for recycling and is not getting the bang-per-buck that most communities are getting.

Paul Rochefort stated that the low return in Laurentian Hills might be partly attributable to the population density. Members agreed and decided that residents of both Towns should be encouraged to recycle everything that is accepted by the blue box contractor and to make extra efforts to not put recyclable material into the regular garbage.

Fred suggested that James prepare a press release with information from the WDO reports.

b. Discussion on the budgeted level of support for the SLC.

James stated that the budgeted level of support for the SLC. #20 on the Board's 2004 Budget is \$0.00. Item number 55 on the 2004 Budget is Advertising and the amount is \$1,000.00. James had contacted Chair van der Horn and Vice Chair Peori and they agreed that the intent at the initial 2004 Budget Meeting was that up to half of this \$1,000.00 could be used for SLC ads.

Dave Ethier suggested that an amount for the SLC be entered in the 2005 Budget. Chair van der Horn agreed and stated that for the remainder of 2004, up to \$500.00 from Advertising could be used for the SLC.

10. Other business.

a. Completed "Bear Wise community Funding Project Proposal".

The revised proposal that includes 2003 MNR bear data was made available to Board Members. James reported that if the proposal is accepted, construction of the electric fence extension could begin in the spring of 2005.

Dave Ethier stated that there were very few sightings of bears this year in comparison to 2003.

b. Update on the opening of the Millers Road Site for C&D waste acceptance.

Fred Adams reported that now the Millers Road Site has opened for C&D waste, he has received a call from a Millers Road resident. The resident is concerned because C&D waste means that there will be loose nails on the road. Fred added that after talking to the resident for about ½ hour, the resident began to understand the reason for the opening of the Millers Road Site for C&D waste. Fred noted that there are not a large number of vehicles using the Millers Road Site for C&D waste disposal.

Chair van der Horn stated that there have not been very many tipping fees paid for this Site to date. Many people are unhappy with the tipping fee amounts. The Chair added that this is Deep River business and they will revisit the fees in 2005.

Fred stated that he was disappointed that tipping fees for waste engine oil were not addressed for the Baggs Road HHW Depot. The Board has been waiting for this fee for volumes of oil over 25 litres for quite some time. While revising the by-law for tipping fees for Millers Road and Baggs Road, it would have an ideal time to do this addition.

Paul Rochefort stated that tipping fees have to be stated once a year and this will take place in January 2005. The ten cents/litre for volumes over 25 litres per day should be proposed to the Towns by the Board by December 2004. Paul and James discussed the costs to recycle waste hydrocarbons including old waste diesel fuel, fuel oil and old gasoline. The tipping fees should be based on costs of removal of these wastes. James stated that these liquid hydrocarbons cost the Board over \$1.00 per litre for recycling. James was directed to make the suggestions to the Board for the tipping fee proposals to be recommended to the Towns.

c. Status of compost removal from Site.

James stated that about 20 cubic yards of compost have been taken during the past month. Much of the approved compost might be taken to the Buchanan Site and used as final cover at no charge to the Board. The total compost volume that was removed would be included in the Baggs Road Site's annual Waste Diversion Report.

Fred Adams stated that he had recently been to the Site to evaluate the compost and he noticed that there were some branches and twigs in with the compost. James was requested to check with the contractor to determine if this was material that went through the wood chipper unprocessed. He was also asked to find out if branches could be kept out of the compost.

Dave Ethier asked if there were better and faster ways to have the material become compost. Fred replied that for our operation the only things that could be done are to keep the material wet and

turned. Paul Rochefort described the OVWRC's facilities including their compost production area. The operation is very impressive and the finished compost is excellent.

James noted that the Baggs Road Site's compost feed material is defined by our C of A and is comprised of leaves, needles, chipped brush and wood and other lawn and garden waste. This material does not compare well to the feed material that is used at the OVWRC's compost facility. Much of the feed there is waste household food material and their facility has automatic aeration, humidity control and temperature control and is processed on an engineered composting platform.

Moved by: Hank van der Horn
Seconded by: Paul Rochefort

That the Board allow compost to be removed from the Site to be used as final top cover at the Buchanan Site. Carried.

- d. Chair van der Horn's suggestion to wait until 2005 to discuss tipping fees for HHW liquid hydrocarbons.

Dave Ethier noted that this topic had been discussed earlier in the meeting. He reminded James to make sure that the required HHW liquid hydrocarbons recycling costs are sent to Board Members for tipping fee recommendations to the councils.

- e. Current status of C&D waste pile at Baggs Road Site.

The large size of the current C&D waste pile was discussed. This should be the last time that large volumes of C&D waste would have to be transported as the Millers Road Site is now accepting this waste from both Towns. James was directed to go out on quotes to have the C&D moved to the Millers Road Site. James would inform Board Members of the quotes and then have the work completed.

- f. Status of applications by both Municipalities for WDO Effectiveness and Efficiency Fund.

James stated that he had reported on the details of possible application(s) for E & E Funding during the August 23, 2004 meeting. He had contacted Wayne Kirby prior to that meeting about the Town of Laurentian Hills making an application for the E & E Funding. Wayne suggested that the Board make the application for both Towns. James had then contacted Larry Simons about this application and Larry replied that he did not think that the Board would be permitted to make this application and that Belo Csomor would likely be making application for Deep River. Later when James spoke with WDO's Geoff Love, he was informed that the Board could make an application for the Towns as the Board does meet the WDO's applicant criteria. James added that there is time for the both Towns or the Board on behalf of the Towns to make the application(s). Paul Rochefort stated that he would contact Belo about this issue.

- g. Suggestion to discuss whether tipping fees will be paid for metal-only loads and other non-landfilled materials that are brought to the Site's areas including Re-Use and recycling materials.

James suggested that the Board should consider whether tipping fees are required for metal-only and other loads of material that do not have costs to have them removed from the Site. Paul Rochefort stated that the board might recommend that tipping fees not be required for pure loads of metal, recyclables or lead-acid batteries. Chair van der Horn requested James to make a list of pure load materials that generate positive or neutral revenue and add the list to the HHW list to be considered for tipping fees.

Fred Adams inquired about metal that arrives with the C&D waste at the Millers Road Site. Paul replied that that is up to Belo Csomor. Fred added that the metal might be set-aside for the scrap metal recycler to pick up.

- h. Suggestion by Chair to schedule a meeting to begin preparing the Board's 2005 Budget.

Chair van der Horn suggested that it would be beneficial to both towns if the Board prepared a Draft 2005 Budget. Board Members discussed this suggestion and agreed that a 2005 Budget Meeting would be a good idea. James was directed to set up an acceptable meeting date and time with the Chair and Vice Chair during the next couple of weeks. Fred Adams suggested that about \$5,000 be budgeted for transporting C&D waste in 2005.

- 11. Adjourn.

Chair van der Horn inquired as to whether there should be a November 2004 Board Meeting. After a brief discussion, Members decided that there should be a November Meeting to discuss the Draft 2005 Budget, the transporting of the C&D waste and the materials included in the suggested HHW list for recommendation for 2005 tipping fees.

Moved by:	Fred Adams
Seconded by:	Paul Rochefort

That the meeting be adjourned at 9:15 pm. Carried.

The next regular meeting at 7:30 pm November 22, 2004, will be held in the Town of Deep River Council Chambers.