



## **NORTH RENFREW LANDFILL OPERATIONS BOARD**

Laurentian Hills Municipal Building  
34465 Hwy 17, R.R. #1, Deep River, Ontario KOJ 1P0

Telephone: (613) 584-9194

Fax (613) 584-3285

Email: [nrwmb@magma.ca](mailto:nrwmb@magma.ca) Web: [www.magma.ca/~nrwmb/](http://www.magma.ca/~nrwmb/)

### **North Renfrew Landfill Operations Board Minutes of Meeting**

**Date:** May 15, 2006  
**Time:** 7:30 P.M.  
**Location:** Deep River Meeting Room

<b>Chair</b>	<b>Fred Adams</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Vice Chair</b>	<b>Hank van der Horn</b>	<b>Town of Deep River</b>	<b>Present</b>
<b>Councillor</b>	<b>Paul Rochefort</b>	<b>Town of Deep River</b>	<b>Present</b>
<b>Councillor</b>	<b>Dave Ethier</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
	<b>Jim Boulanger</b>	<b>Resident/Board Member</b>	<b>Present</b>
	<b>Earl Gust</b>	<b>SLC Chair</b>	<b>Present</b>
	<b>James Leon</b>	<b>Coordinator</b>	<b>Present</b>

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.

James Leon suggested that two additional items be added to the current Agenda. The first was a query from Laurentian Hills' payroll staff to confirm 2006 pay rate for Board employees. The second was the Board's lack of participation at the local 2006 Extravaganza. James was instructed to add the first one as Agenda item 7. e. and the second as item 10. h.

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

That the current Agenda be accepted as amended. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of Meeting of January 30, 2006.

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

That the Minutes of the January 30, 2006 Board Meeting be accepted as presented. Carried.

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

None.

7. Correspondence.

- a. Calls and emails to and from Board Members re signing of Site Monitoring Agreement with Robinson Consultants dated March 2006.

Chair Adams noted that James had contacted Board Members and they had agreed to his signing the Monitoring Agreement with Robinson Consultants. James stated that a signed copy had been given to each Town and Robinson Consultants retained one copy. The fourth copy is in the Board's files.

- b. Correspondence to the MOE from Robinson Consultants re iron in SW-6 fall sample and access problems to the SW-6 sampling point.

The two letters to the MOE were discussed. An Application had been sent to the MOE in January 2005 requesting changes to the triggering mechanisms from sample results that indicate exceedences of the 75<sup>th</sup> percentile values. Paul Rochefort stated that field pH measurements are likely often incorrect due to meter drift. These measurements are difficult to make even under ideal laboratory conditions.

- c. Reply and recommendations from Andrew Polley re SW-6 problems.

Chair Adams requested that James present Andrew Polley's reply. James stated that on February 28, 2006 he had received an email from the MOE's Andrew Polley as follows:

"I have received the results of the September 2005 and February 2006 monitoring of SW-5 and SW-6 as they relate to the exceedance of the Trigger Values and the access problems. I would recommend that these issues be addressed in the 2005 Annual Report with recommendations to alter the monitoring program accordingly. The report can then be submitted to our Regional Technical Support Section for review with subsequent approval of the modified program by the District and/or EAAB as required."

James reported that Andrew's recommendations have been acted upon. We have not yet heard back from the Regional Technical Support Section.

d. Correspondence re Biohazardous waste/sharps container discovered in garbage at Site.

Chair Adams stated that this topic had been well covered by email, phone calls, the NRT article and letters to Doctors and institutions. He asked if James had received any replies to the letters. James replied that he had received only one reply. It was from Dr. Greenfield's office noting that they thought the waste might have come from home care. There were no further replies.

e. Request from Laurentian Hills' payroll staff re 2006 pay rate.

Chair Adams requested that the Coordinator and the SLC Chair leave the Meeting Room so that the Meeting could go into closed session to discuss this topic. When they were called back into the Meeting Room, the Chair directed James to record the following motions:

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

That the Board Meeting go to closed session to discuss a pay rate topic. Carried.

Moved by: Paul Rochefort  
Seconded by: Jim Boulanger

That the Board Meeting come out of closed session and report. Carried.

Chair Adams stated that the Board has made a decision regarding a change in salary during closed session. The amount would be retroactive to January 1, 2006. He requested that James contact the Laurentian Hills payroll staff and ask that a letter be prepared to be signed by the Chair and the Coordinator.

## 8. Finance

### a. Financial Report.

Board Members reviewed the current Financial Report. Members discussed the amount for vehicle repairs. The Board had approved \$10,000 for this item at the last meeting but Deep River Council decided that they would only approve an amount of \$1,000 for vehicle repairs and would handle any amounts over this when required. Chair Adams stated that Laurentian Hills Council approved the original amount but agreed to have the amount show as \$1,000 in the official 2006 Budget. Laurentian Hills have provided in their municipal budget for the year 2006 an amount sufficient to cover their share of the originally approved budget including the \$10,000 provision for vehicle repair. Members agreed that the amount for vehicles in the approved budget be changed to \$1,000.

Dave Ethier suggested that the Financial Report would be better presented if a column with the 2005 actual amounts were added. Chair Adams agreed and directed James to contact Steve Recoskie and request that this additional column be added to future Reports.

Chair Adams and Paul Rochefort discussed the purchase of a replacement laptop computer. The Chair noted that the current Board's computer is a late 90's model. He suggested that required OEM software be purchased at the same time as the new computer. James requested that the Board not sell the current computer, as he could use it at the Site for data compiling of information to be used in Annual Status Reports and for unanticipated computer use when away from the Office. Board Members agreed with this request.

b. Details of updated 2006 Budget and Deep River's recommendation re the amount for "Vehicles" and letter/recommendation from the Board's Auditor.

Details of the amount for vehicles had been discussed earlier. Chair Adams noted that the in letter from the Board's auditor, he had recommended that the \$10,000 for vehicles be left in the Board's Budget. Dave Ethier requested that James ensure that a bill is sent to each Town before the end of the year if the \$1,000 in the Budget for vehicles is exceeded. He added that not budgeting the full amount makes the 2006 Budget incomplete.

c. Board's 2005 Financial Statements/Auditor's Report.

The 2005 statements were briefly discussed and adopted.

d. Presentation for ratification of two-year agreement for scheduled preventative maintenance program for garage door of HHW Depot.

Chair Adams acknowledged the two-year agreement and suggested that because of the low cost, that this should be viewed as a managerial decision. He asked if Board Members would like to discuss this topic and they agreed with the Chair's suggestion to let management handle the matter.

e. Site Insurance Report for 2006.

Correspondence about the Insurance Report was briefly discussed and Board Members decided that insuring the reuse area structures is unnecessary.

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

That the insurance renewal report be accepted as presented. Carried.

James was directed to have the insurance renewed as presented in the report.

f. Suggestion to renew contract for the collection of cardboard, which expires in August 2006.

James recommended that the Board approve renewing the cardboard collection contract. He briefly presented recent monthly verifications of the value of cardboard per tonne.

Moved by: Paul Rochefort  
Seconded by: Jim Boulanger

That the letter to Beaumen be prepared and sent for the renewal of the cardboard contract. Carried.

Moved by: Paul Rochefort  
Seconded by: Dave Ethier

That the current financial report be accepted for information purposes. Carried.

9. Update from the Site Liaison Committee.

a. Elections of 2006 SLC Chair and Vice Chair during the March 6, 2006 Meeting.

Earl Gust and James informed Board Members of the results of the SLC elections. The 2006 SLC Chair is Earl Gust and the Vice Chair is Susan Farr.

b. Possible SLC appointment of sixth 2006 applicant.

James stated that there has been another 2006 SLC applicant. Nora Waddell has recently applied to be an SLC Member. She said that if there were any openings she would like to be appointed for 2006. She added that if not, to please keep her application for future reference. James stated that Nora is a resident of Deep River and an AECL employee. She is interested in being involved in SLC issues. James has known her for 16 years and has worked with her in the Health Physics Branch CRL. He recommended that the Board consider appointing her as a Member.

Moved by: Dave Ethier  
Seconded by: Paul Rochefort

That Nora Waddell be appointed as an SLC Member for 2006. Carried.

c. Spring 2006 SLC information ad.

The Spring SLC information ad was discussed. Members agreed with its presentation and as being a useful tool to advertise the Site's features.

Chair Adams noted that modern small fluorescent lights contain mercury and are thus hazardous waste. He stated that we must get the message out to the public to assure that when spent, these lights are not landfilled. Paul Rochefort asked James about the removal of fluorescent tubes from the HHW area. James stated that currently there are no tubes or smaller bulbs being stored prior to approval of the current C of A HHW Amendment.

Hank van der Horn and Paul noted that fluorescent tubes that are replaced in larger buildings could be a substantial number, as they are often all replaced at once. Paul suggested that James find out what is being done with these lights. James should contact businesses and institutions to determine the disposal procedures. They should be informed that this type of hazardous waste must not be landfilled. James should also find out if there is a local business that sells these tubes and bulbs and accepts the spent ones and has them disposed of as hazardous waste. Paul added that there could be a central collection bin for these wastes. Dave Ethier stated that the first step should be educating the public about these hazardous wastes. Jim Boulanger suggested that a generic letter be sent to

users of fluorescent bulbs and that James could check the tax base to try and determine the users of large quantities of tubes and bulbs.

Chair Adams requested that the letter inform the users of what they are supposed to do with these bulbs and inform them that they must not be landfilled. Hank van der Horn asked James to draft the letter and circulate it to Board members for suggestions and approval.

Chair Adams stated that the new small fluorescent bulbs are the same hazard as tube lights and he quoted an article "Lightbulbs to be treated as hazardous" which appeared in the April 12, 2006 Ottawa Citizen. Details of the hazards of all fluorescent bulbs should be included in the letter. The Chair requested that James send a press release to local newspapers, after the letters are sent. James should also check the Deep River Canadian Tire and Home Hardware stores to see if they accept this type of hazardous waste.

10. Other Business.

a. Decision re recycling/education at the recent tri Council Meeting and March 1, 2006 article in the NRT: Council rejects proposal for SLC to become involved in promotion of recycling.

Chair Adams stated that one attendee at the tri Council Meeting asked why this was even on the agenda. The Chair noted that it was a Deep River Board Member that had suggested at the last meeting that it be passed to the Tri-Council group. Dave Ethier and Hank van der Horn discussed this topic and Hank said that it was Deep River that shut down this idea. Deep River Council believes that the Intermunicipal agreement would have to be reopened for this approval. The Chair noted that he was surprised by this last statement since the Intermunicipal agreement is totally silent with regard to the SLC, the SLC is mentioned nowhere in the agreement, and as such there is absolutely no need whatsoever to modify, open or alter the agreement for the proposed purposes. It simply requires the approval of both Councils.

b. Email from Chair about C of A Condition 59: The SLC shall serve as focal point etc.

Chair Adams stated that this is related to the recycling/education topic above and that this issue is currently dead.

c. Recommendation by a Board Member that the dates for the general Board Meetings not be set for the full year.

Chair Adams and Hank van der Horn discussed the dates of Board meetings. The Chair noted that if a Board Member/Councillor from one of the Towns could not attend a meeting, then the Alternate Member from that Town should be there to fill in. Dave Ethier agreed, noting that this is the reason that there is an Alternate Member from each Council.

d. Details of warranty repair to Liebherr and reply re list of parts that might soon need replacing.

James reported that the Liebherr service manager recommended that the Board not order rollers or any other major parts for the crawler/loader. It is best to have repairs and replacements done as they occur. The Liebherr mechanic will keep the Board informed of problems that he has determined that will soon require repair/replacement.

e. Presentation of 2005 Annual Status Report.

James stated that the report had been received by the M.O.E. prior to the deadline. Andrew Polley contacted him saying that he had briefly looked at it and agreed with its format and content. Chair Adams also agreed that it was well presented.

Moved by: Dave Ethier  
Seconded by: Paul Rochefort

That the 2005 Annual Status Report be accepted as presented. Carried.

It was requested that the presentation segment of the report be made available on the Board's web site, but that the numerous reproduced schedules remain to be called up as is the present practice.

f. Update on application for HHW and Site Plan C of A amendments.

Members discussed a recent email from James in which he stated that he had called the MOE several times about the progress of the amendments. The MOE's Andrew Neil replied that he has the Draft ready with the requested changes and he will send it to us and to Robinson Consultants for comments. Once he gets approval from us, he will finalize it. The District has no objections to it. We should see it shortly.

g. Request for direction on suggestion from July 26, 2005 Meeting: "The Vice Chair suggested that an annual or semi-annual report including recommendations to both Councils could be prepared by the Board to address the issues regarding materials that are being landfilled."

Board Members discussed this request and decided that this would not be addressed during this term of Council.

h. Discussion re Board's lack of participation in the local 2006 Extravaganza.

Chair Adams stated that James had not been contacted about the Extravaganza and thus had not booked a booth or prepared a presentation and noted that he felt it was a shame the Board did not participate this year. Hank van der Horn and Jim Boulanger discussed the 2006 Extravaganza and the highlights included a Canadian Forces Helicopter and Fish Races. Jim Boulanger added that this year's event was run as a Lion's Club event.

Dave Ethier suggested that James ensure that we do attend the next Extravaganza. It will require the Board's approval to attend. This proposed approval should take place during a Board Meeting prior to the Extravaganza but after a new Board is formed following this Fall's elections.

11. Adjourn.

The site-based meeting was rescheduled to September 25<sup>th</sup>, so the next regular Board Meeting will be at held on July 24, 2006 at 7:30 PM in the Point Alexander Meeting Room.