



## 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:** June 11, 2007  
**Time:** 7:30 P.M.  
**Location:** Town of Deep River Meeting Room

<b>Chair</b>	<b>Hank van der Horn</b>	<b>Town of Deep River</b>	<b>Present</b>
<b>Vice Chair</b>	<b>Fred Adams</b>	<b>Town of Laurentian Hills</b>	<b>Present</b>
<b>Councillor</b>	<b>Ed Cochrane</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>Gary McAnulty</b>	<b>Resident/Board Member</b>	<b>Present</b>
	<b>Earl Gust</b>	<b>SLC Chair</b>	<b>Absent</b>
	<b>James Leon</b>	<b>Coordinator</b>	<b>Present</b>

**Resident** Tracy Lance

1. Call to order.

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

2. Adoption of the Agenda for the current Meeting.

James Leon stated that he has not received the resolution from Deep River Council accepting the the Board's 2007 Budget and suggested that this be added as part of Agenda item 8. a. Financial Report. Also discussion of an invoice from Manitoulin Transport should be added as Agenda item 8. i.

Moved by: Fred Adams  
Seconded by: Dave Ethier

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

3. Declarations of interest.

None.

4. Delegations.

Tracy Lance stated that a local resident has an oil-contaminated soil problem on her property. The landowner has recently determined, after employing engineers and a lawyer, that she would have to pay to have a cleanup. Tracy estimated that there would be 30 – 40 tandem loads of soil that would be suitable for use as top cover at the Baggs Road Site. He asked if the Board would allow the acceptance of this soil without having to pay tipping fees. James noted that the required analysis would have to be done first on the contaminated soil and the results must meet the MOE specifications. Board Members discussed this request. Vice Chair Adams suggested that the analyzed soil be accepted at the Baggs Road Site without having to pay tipping fees.

Moved By: Gary McAnulty  
Seconded by: Hank van der Horn

That the landowner with the oil-contaminated soil be permitted to have the soil taken to the Baggs Road Site without paying tipping fees, after the required analysis showing that it meets the MOE's specifications is completed and received. Carried.

5. Review and acceptance of Minutes of Meeting of February 26, 2007.

Moved by: Dave Ethier  
Seconded by: Gary McAnulty

That the Minutes of the February 26, 2007 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. Correspondence from the MOE re 2006 Status Report and letter re monitoring triggers and location and reply letters to and from the MOE.

Vice Chair Adams stated that James had recently distributed the letters from the MOE to Board Members. Chair van der Horn noted that the MOE was satisfied with the Board's actions re the January 2007 Site Inspection, which were included in the Annual Status Report.

James reported that a reply letter had been sent with a request for some clarifications. The MOE's Sarah Dick had later replied by email and explained the intent of her recommendations. Sarah stated that SW-5 and SW-6 were to be dropped as trigger stations and the new trigger stations would be the four downgradient stations SW-1, SW-2, SW-3 and SW-4.

James forwarded the information to the Board's Consultant, Barbara Minor, and she replied and recommended some modifications. Barbara supports the recommendation to use the other downgradient stations, with the exception of SW-2 which is close to the road and chemical values

may be influenced by other activities such as road salting. She recommends that SW-3 and SW-4 be used as the trigger stations. She notes that SW-1 is located upgradient from the site.

James sent Barbara's recommendations to Sarah Dick, but Sarah has not yet replied.

In the MOE's Marc-Etienne Lesieur's letter, he states "Please note that any amendment to the Certificate of Approval Schedule "B" requires approval by the Regional Director in accordance with Condition 49. Therefore, please submit to my attention an amended Schedule "B" for review and approval of the Regional Director."

James added that he had discussed this amendment to Schedule "B" with Marc and he informed James that this kind of amendment does not require the filling out of the regular amendment forms. Marc added that there would not be any monetary charge to this change. The Board directed James to have the required changes made.

b. Correspondence re Deep River's spring pickup, emails and conversations.

Board Members discussed the correspondence about the spring pickup and the recyclable materials that were being landfilled. Chair van der Horn stated that the Board's 2007 Information Report # 1 summarizes these recent events.

Vice Chair Adams stated that the Board's job is to always keep the best interests of the Site in mind, even if they are against the Towns' wishes. Chair van der Horn stated that this year's problems will not be repeated next year and that the requirements for the spring pickup will be available on the Town's website. Vice Chair Adams stated that this issue will be addressed at the June 19<sup>th</sup> tri Council Meeting. With regard to operating the site, the Board makes its own decisions. This year's pick-up was allowed to go to completion because of bad timing. Gary McAnulty suggested that the original motion regarding not accepting recyclable cardboard for landfilling should be sent to both Councils again. James was instructed to re-send the original motion.

c. Information re tarp covering.

James had presented the information to the Board earlier by email. Photos of the OVWRC tarp covering procedure were distributed. He added that the MOE's Marc Lesieur had agreed that this change in daily cover would be a worthwhile enhancement to landfilling operations. An amendment to the C of A for this kind of change would likely be one or two hundred dollars. Board members briefly discussed the possibility of using rollers for storing and unrolling the tarp and decided that this would be addressed when the amendment is approved.

Moved by: Fred Adams  
Seconded by: Ed Cochrane

That the Board make the application to have the C of A amended for the purpose of using a tarp for daily covering. Carried.

d. Report by Laurentian Hills' Bruce Boucher re pipe installed in beaver dam near Baggs Road.

James stated that Bruce had reported the installation to him. This should solve the possibility of the beaver dam breaking and damaging Baggs road.

e. Reporting vandalism issue on May 26<sup>th</sup> and or May 27<sup>th</sup>.

James stated that a recent email had summarized the vandalism issue and it has not reoccurred.

8. Finance.

a. Financial Report.

The current report which had been distributed recently by email was briefly discussed. James stated that he has not received the resolution from Deep River Council accepting the Board's 2007 Budget. Hank van der Horn stated that he would get a copy of that resolution for the Board's records.

Moved by: Fred Adams

Seconded by: Dave Ethier

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

b. Request from Board's Financial Officer for the Board's policy re approving, reviewing and signing cheques and a back up policy if one of the authorized signers is ill or out-of-town.

The motion was as follows.

Moved by: Dave Ethier

Seconded by: Ed Cochrane

That the Board agrees that cheques for payments of invoices be signed by any two of the three approved signers – the Chair of the Board, the Vice Chair of the Board and Sherry Batten, the Treasurer of the Town of Laurentian Hills. Carried.

c. Request from Scotiabank for the NRLOB document/motion that approves the change of the Financial Officer from Steve Recoskie to Sherry Batten, for signing authority.

This topic had been discussed and a motion was made and carried in item 8. b. above.

d. Email re expected costs for 2007 maintenance and repair of Board's Liebherr LR 622 and details of recent Liebherr power train repairs that were covered by warranty and discussion with Tracy Lance.

The Liebherr was briefly discussed. Tracy Lance stated that it would not be worth his while to purchase it from the Board. James noted that the 2007 maintenance of the Liebherr's undercarriage would likely be required by September.

- e. Applications to Towns for second draw of funds for 2007.

James stated that the applications had been made and that the payments were received. Vice Chair Adams stated that as the payments are quarterly and the Board meetings are quarterly, James only need report this topic if there is a problem.

- f. Update from Towns re revisiting the Towns' apportionment of costs once in each term of Municipal Councils.

Board Members agreed that as neither Council has brought forth changes to the apportionment of costs so far in this term of Councils, it would only be addressed if requested by the Towns.

- g. 2007 Insurance renewal correspondence.

James stated that he has contacted Members by email and they had unanimously agreed to renew the insurance. After a discussion, James was requested to try and obtain other quotes for Site insurance for 2008. Earlier requests for quotes were unproductive. Vice Chair Adams recommended that a motion should be made for payment of this year's insurance.

Moved by: Gary McAnulty  
Seconded by: Hank van der Horn

That the 2007 insurance policy for the Site be renewed. Carried.

- h. Update on scrap metal and refrigerant-containing appliances removal.

James reported that the Board was currently receiving \$70/ton for scrap metal and that he had contacted two other scrap metal dealers that were not able to match the service from our current dealer.

Members discussed refrigerant removal and James summarized the cost per unit for the last 3 years. Vice Chair Adams asked about what would be involved and what the cost would be for the Board to purchase materials to operate their own refrigerant removal program. James stated that he would look into this.

- i. Presentation of invoice from Manitoulin Transport for return of worn parts to Liebherr.

James stated that Liebherr had repaired the Board's machine last year and this year for a total cost of about \$50,000 and they had requested the return of the parts from a recent repair for factory examination/warranty purposes. James had shipped the parts back and received an invoice from Manitoulin for \$173.76 plus GST. Board Members discussed this payment.

Moved by: Hank van der Horn  
Seconded by: Ed Cochrane

That the invoice from Manitoulin be paid. Carried.

9. Update from the Site Liaison Committee.

- a. Details of March 2, 2007 and June 4, 2007 SLC Meetings.

James had sent the suggestions from the SLC that were made during the two SLC meetings and presented to Board Members by email. The SLC's advertising plan was discussed and Vice Chair Adams requested that item iii., "participation in the 2007 Extravaganza", be deleted.

The problems with producing good compost at our Site were briefly discussed. The main problem is lack of water for maintaining proper moisture content.

The WDO In-Kind advertising is discussed in section 9. b.

The free blue box to new residents suggestion was discussed and Vice Chair Adams stated that the Town of Laurentian Hills already gives a blue box to each new residence.

The SLC had also examined the information re tarp covering for daily cover and they suggest that the Board considers applying to amend the C of A for this kind of alternate daily cover. In section 7. c. of this current meeting the Board has agreed to make the suggested application for tarp covering.

The 2004 Garbage Audit at the Site was discussed. The SLC is recommending that an Audit take place in 2007. Gary McAnulty volunteered to work on the audit with James.

- b. Draft WDO In-Kind advertising ad for Board/Towns approval and request for procedure for future SLC ads approval by Towns.

A hardcopy of each of the two ads that the SLC is recommending were distributed to Members and discussed. James was instructed to send copies of both ads to each council for approval/information purposes.

Chair van der Horn asked James to thank SLC Members for the suggestions to the Board from their first two 2007 meetings.

10. Other Business.

a. Air Emissions Report – Compliance with O.Reg 127/01 received May 10, 2007.

James stated that copies of the Air Emissions Report are available if Board Members would like one. Part of Robinson Consultants' contract is to prepare this annual report for compliance.

b. Discussion of Board's participation in the Extravaganza held on May 12, 2007.

Board Member's discussed the Extravaganza. James and Chair van der Horn agreed that it was not as well attended as earlier years. Dave Ethier stated that there was too much going on and that it was the day before Mother's Day, both of which helped keep attendance down. The date for the next Extravaganza should be set accordingly and the Board/SLC should again attend.

c. Information from Laurentian Hills' CAO re informing the Board of the Town's recent wage adjustment, which affects the Coordinator.

Vice Chair Adams stated that this for information purposes only as the Board had earlier agreed that the Coordinator receives the same wage adjustments as employees of Laurentian Hills.

11. Adjourn.

Moved by: Gary McAnulty  
Seconded by: Dave Ethier

That the meeting be adjourned at 8:50 pm. Carried.

The next Meeting will be held on August 27, 2007 at 7:30 pm in the Point Alexander Meeting Room.