



NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board Minutes of Meeting

Date: November 24, 2008
Time: 7:30 P.M.
Location: Town of Deep River Meeting Room

Chair	Fred M. Adams	Town of Laurentian Hills	Present
Vice Chair	Gary McAnulty	Resident/Fifth Member	Present
Councillor	Ed Cochrane	Town of Deep River	Present
Councillor	Dave Ethier	Town of Laurentian Hills	Present
Mayor	Ann Aikens	Town of Deep River	Present
SLC Chair	Earl Gust	Site Liaison Committee	Present
Coordinator	James Leon	NRLOB	Present

1. Call to Order.

The Chair called the Meeting to order at 7:25 pm.

2. Declarations of pecuniary interest.

Gary McAnulty stated that there is a potential for a conflict of interest for him with item 8. b. "Sealed second Quote for cardboard pickup from Recycling Universal of the Swisha.", so he would not participate in the discussion of this Agenda item. Chair Adams informed Gary that since the Towns have removed the Board from the position of contracting for the removal of commercial cardboard, he did not anticipate any potential conflict of interest problems with this item.

3. Adoption of the Agenda.

James Leon suggested that information about a small fire in the landfilling area be added to the Agenda. The Board agreed and suggested that it be added as item 10. d.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Agenda be accepted as amended. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of August 18, 2008 Board Meeting.

Members discussed the Draft Minutes of the August 18, 2008 Board Meeting.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That the Minutes of the August 18, 2008 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. Receipt of signed copy of MHSW shared Responsibility Agreement with Stewardship Ontario.

James presented a copy of the Agreement to Board Members and added that he will make the application for funds for the third quarter of 2008. The application for fourth quarter funding will be made in early January 2009.

- b. Proposed WEEE program registration and Webinar participation information.

The Ontario Waste Electrical and Electronic Equipment (WEEE) information and Webinar was presented. The collector will receive \$165/tonne of phase 1 WEEE and Ontario Electronic Stewardship (OES) will pay for transportation from the Site and recycling costs. One tonne of WEEE is about three full pallets. Members discussed supporting this program.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Board authorizes the Coordinator to register with and enter into any required agreements with OES for WEEE recycling. Carried.

Ann Aikens recommended that the WEEE costs be included as a line in future Budgets. Dave Ethier agreed and suggested that the amount in this line be \$0.00.

- c. Discussions about Site's Recycling Area and cardboard recycling bin pickups in 2009.

Chair Adams stated that during a recent Intermunicipal Meeting, the Deep River Representatives reported that the Deep River recycling contractor, Canadian Waste Management (CWM), will pickup the blue box materials at the Site, including fibres. Ann Aikens noted that Beaumen is still removing recyclables at the Baggs Road Site and offered to check with CWM about when they will begin the pickup there.

Chair Adams added that Laurentian Hills has recently accepted an offer from a new blue box contractor.

- d. Information from the MOE's Paul Kehoe during a Landfill Site visit.

In a November 19, 2008 email to Board Members, James stated "The MOE's Paul Kehoe met with the Site Attendant and me yesterday. He briefly examined the 2007 Status Report and C of A and was then taken on

a tour. He was quite satisfied with the Site's operations. He did not offer any suggestions for improvements.

We also discussed preventing C&D waste decreasing the Landfill's life. The MOE has been recently been allowing C of A amendments to expand existing landfill sites, which do not always trigger an environmental assessment.

In an earlier discussion Fred asked me to inquire about the situation on so-called "clean" fill? Can things like used concrete blocks be put into an unlicensed fill area? If so - what all fits this category? Stumps? Brush? Untreated unpainted wood from deconstruction (old wood stud walls for example).

Paul stated that concrete (that has had any protruding rebar removed), bricks and cement blocks can be disposed of in a former landfill site. In our case this might include: Bass Lake, Rolphton and Buchanan. Paul added that these materials may be useable for fill in low areas. Fred asked that I call Paul for information on required approvals.

Additionally, Paul and James discussed the fact that clean (untreated and unpainted) wood from C&D projects could be separated from contaminants and be brought to the Baggs Road Re-Use Area. If these suggestions were accepted by Deep River, the list of allowable C&D materials would have to be updated to not include clean inert fill and clean wood at the C&D Landfill Site. Fred suggested that this would save some C&D tipping fees for the generator and save landfill volume.

C&D from AECL and other large projects should then be sorted so that the clean fill and clean wood are disposed of or reused properly. Paul offered to assist us until our Environmental Officer, Marc Lesieur, is back in his office at the end of January 2009.

Paul later sent the definition of clean fill. It is "From Reg 347...Inert fill means earth and rock fill or waste of a similar nature that contains no putrescible materials or soluble or decomposable chemical substances."

Chair Adams stated that James had been informed by K&T Trucking's Tracy Lance that he had checked recently placed survey stakes at the Miller Road Site and estimated that there might only be about 1.5 years of volume left for C&D waste. Ann Aikens stated that a recent evaluation of the remaining volume of the Miller Road Site reports that there are 7 to 8 years remaining based on 3,000 to 4,000 cubic meters/year. The Chair noted that as there are 7 or 8 years remaining at the Miller Site, any suggestions that might extend the Site's life should be passed along to Deep River for consideration.

Paul Kehoe advised that for a closed landfill to be used for inert fill, that site must be closed for at least 25 years. Board Members discussed closed landfills and the one closed the longest is Bass Lake Road, which has only been closed for about 20 years.

Chair Adams suggested that areas that require inert fill be considered. There is a low lying area at the foot of the Bass Lake Road Site that could be a candidate. If both Towns agree to such an initiative, the life of both operating Landfill Sites could be extended. Members discussed this idea and it was suggested that a supervised site would be best. There should be tipping fees and a person at the gate; perhaps as required or by appointment.

Ann Aikens suggested that James draw up a proposal for an inert fill landfill site. James should check possible inert fill candidate sites in our Service Area including Bass Lake. Earl Gust noted that wetlands including beaver dams are protected and should not be considered.

Members discussed the landfilling diversion rate and the demolition of the Canadian Tire Store. James was directed to obtain the amounts of metal and other diverted materials from that demolition and other

demolition projects for inclusion in Landfill Status Reports. The Chair stated that one possible site is an old gravel pit near the highway between Point Alexander and Rolphton. James was requested to look into that site, determine where the CTC Store C&D had gone, and other possible sites and discuss them with the MOE.

Earl Gust stated that there is a low and dry area near the pines at the Baggs Road Site that might be worth looking into. He offered to go with James to examine that area.

- e. Reply from the MOE's Ottawa District Manager, Steve Burns, approving the reduction of the Part A reporting frequency in accordance to the C of A's Condition 55.

James reported that this approval dated November 3, 2008 states "Based on the submission you have provided I concur with the proposal to reduce the provision of the operational reports to bi-yearly. It is understood that the environmental monitoring reports will continue to be provided to the Ministry."

- f. Discussions with Tracy Lance and the Board's Chair re having to begin to receive C&D waste at the Baggs Road Site in the near future when the Miller Road Site is filled.

This topic was discussed earlier during this meeting.

- 8. Finance.

- a. Financial Report.

Members discussed the Financial Report. The Chair reminded James to include the most recent Bank Account amount with the Reports. The expected surplus amount for 2008 was discussed and Members agreed that there should be a surplus amount from 2008 that would help reduce the 2009 Budget.

Moved by: Dave Ethier
Seconded by: Ann Aikens

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

- b. Sealed second Quote for cardboard pickup from Recycling Universal of the Swisha.

The unopened quote was discussed. The Chair noted that this was the second quote from Recycling Universal. Members decided that the envelope be returned unopened as the Board has not gone out for tenders for commercial cardboard recycling and each Town has a new blue box recycling contractor that will be looking after all blue box materials including commercial cardboard in our service area. This quote was not requested. James should inform the company that the Board has been removed as the contracting authority for the pickup of commercial cardboard.

- c. Planning a meeting for creating the first Draft of the 2009 Budget.

Chair Adams noted that it has traditionally been the responsibility of the Vice Chair and the Coordinator to prepare the first Draft of the Budget for the following year. This is usually done in early December and is prepared using the best available financial information. Definitive numbers are not available until after the New Year. He requested that the Vice Chair meet with the Coordinator, prepare the first Draft and then send it to Board Members.

- d. Calls and email to Equipment Sales' George Parps re paying the Board for extra costs for Liebherr's undercarriage replacement.

James stated that although he had sent letters, emails and had called Equipment Sales (ES) several times, they have not made the payment. The amount that ES owes the Board is \$912.60 and a later invoice to the Board from ES was for \$567.93. The Board had earlier instructed James to not pay the ES invoice until they had made payment to the Board.

Members discussed this issue and decided that James should no longer bother ES about the amount owing and to ignore the invoice from ES. The ES invoice should not be added to the Board's Books and should not be recognized as a payable.

Moved by: Dave Ethier
Seconded by: Ed Cochrane

That the Board intends to not recognize invoice # P08938 from Equipment Sales & Service Limited for \$567.93 as a partial offset for the invoice from the Board to Equipment Sales for \$912.60. Carried.

- e. Details of Board's assets sent to Auditor.

Members discussed the Draft Assets list. It was prepared using the asset accounting policy recently adopted by both Towns. Although the Liebherr is the highest value asset, it will no longer be the Board's when the fifth year of the operations contract ends in 2013. Anne Aikens recommended that this be discussed with the Auditor.

Machinery, equipment and buildings that cost or were valued at \$5,000 or more should be on the list and items such as the solar power units which cost less than \$600 are thus excluded. The Chair noted that the Baggs Road Landfill Site property is registered in Deep River's name on behalf of the both Towns. Land is a primary category asset and we must determine if it is a Board asset or an asset of the Towns. The Board's Auditor should be consulted about this land asset. If the Site property is considered to be an asset of the two Towns, James should ask the auditor if the Board is subject to leasehold improvements for assets such as fences and the road.

Ann Aikens stated that the Site Property is an asset of the Board and thus fences are improvements but not leasehold improvements.

The road allowance of the road going from Baggs Road into the Site as far as the Landfilling Area is part of the Site. The Road allowance for Baggs Road itself is either 100% Laurentian Hills or 50% Laurentian Hills and 50% AECL. James was asked to discuss this with the auditor for clarification.

James was directed to contact the Board's Auditor, Wayne Dempsey, and discuss the topics addressed above and if necessary to set up a meeting with the auditor, the Chair and himself to complete the assets list.

- 9. Update from the Site Liaison Committee.

- a. Details of September 8 and November 10, 2008 SLC Meetings.

Earl and James reported on the last two SLC Meetings. The planning and success of Waste Reduction Week (WRW) Film Night was presented. SLC Members discussed recycling at Summerfest and suggested some improvements that should be made for the next event. Detail of the tarp use and savings, the successes that

other Municipalities have with user-pay for waste disposal using bags or tags, the new HHW contractor, decreasing the Site's status report's frequency and BH-8 damage and repair.

During the November 10, 2008 SLC Meeting the topic user-pay bags or tags and the successes that other Municipalities have realized with a user-pay system was again discussed. Recycling has increased and landfill volume has been saved in these Municipalities. The following motion was made:

Moved by: Selma Nussbaumer-Roth
Seconded by: Brian Burke

That the SLC recommends that the Board requests that the Towns adopt a user-pay bags or tags system and have a by-law to enforce it. The Towns should be requested to consider a plebiscite for the public's input. The Board is also requested to have the Coordinator prepare and send a letter with these SLC requests to the CAOs for presentation to the Councils.
Carried."

Chair Adams asked if a Board Member would like to make a motion to accept the SLC's recommendations and no motion was made and thus was not carried.

b. Request for appointment of 2008 SLC Members as 2009 Members.

The application of the six 2008 SLC Members for 2009 Membership was considered by Board Members.

Moved by: Ann Aikens
Seconded by: Dave Ethier

That Earl Gust, Anne Oesinghaus, Susan McBride, Susan Patterson, Brian Burke and Selma Nussbaumer-Roth be appointed as 2009 SLC Members. Carried.

10. Other Business.

a. Letter of acceptance by 1063445 Ontario Inc. of the report of the condition and status of Liebherr after required repairs and inspection by a certified Liebherr mechanic.

The signed and stamped letter was examined and accepted.

b. Tire recycling news "Ontario Environment Minister John Gerretsen wants a used tire program on his desk by the end of the year.

James stated that the used tire program should be similar to the MHSW/HHW and WEEE stewardship programs which should benefit Site Operations and costs.

c. Update on BH-8 sampling well repair.

James reported that on November 17, 2008 he had worked with Robinson Consultants' Lorne Franklin and repaired the BH-8 test well. This repair will be included in the 2008 Site Monitoring Report.

d. Report of a small fire in the landfilling area of the Site.

James stated that he had emailed the Board earlier reporting that there was a small fire started by some landfilled material - likely smoldering ashes. The Site Attendant immediately smothered the fire by dumping sand on it. The landfill tarp was damaged by the fire. The Attendant reported the fire to the Deep River Fire Department and told them that it was extinguished with sand and there is no smoke coming from that area. The Fire Department was satisfied and logged this report.

James went to the Site to examine the tarp and the area where the fire was extinguished. There were no signs of smoke in the sand covered area. The tarp now is about 50% of its original width and should be replaced in 2009.

11. Adjourn.

a. The Chair will set the date, time and location of the first 2009 regular Board Meeting at this time.

Chair Adams suggested that the four 2009 Meeting dates be set. Board Meetings for 2009 will be scheduled on the last Monday of February, May, August and November. For 2009 these dates are February 23, May 25, August 31 and November 30 at 7:30 pm. The February meeting will be held in the Point Alexander Meeting Room and following meetings will alternate locations from Laurentian Hills to Deep River and back. Board Members were in agreement with these dates.

b. Motion to Adjourn.

Moved by:	Ed Cochrane
Seconded by:	Gary McAnulty

That the Meeting be adjourned at 8:46 pm. Carried.