



NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board

APPROVED

Minutes of Meeting

Date: March 30, 2009
Time: 7:30 P.M.
Location: Point Alexander 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
Member of the Public	Tracy Lance	Site Contractor	Present

1. Call to order by the attending Board Members as a group for selection of a Chair *pro tem* for election of the North Renfrew Landfill Operations Board Chair for 2009.

Board Members called the Meeting to order at 7:25 pm. The 2008 Chair of the Board, Fred Adams, suggested that a Chair *pro tem* be selected prior to the election of the 2009 Chair. Ed Cochrane recommended that Fred Adams be the Chair *pro tem* for the election.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That Fred Adams be appointed Chair *pro tem* for the election. Carried.

2. Adoption of the Agenda for the current Meeting.

The Agenda was discussed and the following motion was made:

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That the Agenda be accepted as presented. Carried.

3. Election of the 2009 Board Chair.

Gary McAnulty nominated Fred Adams for 2009 Board Chair.

Moved by: Gary McAnulty
Seconded by: Ed Cochrane

That Fred Adams be nominated as a candidate for the position of 2008 Chair of the Board. Carried.

Fred accepted the nomination. A call was made for further nominations, but none were made. Fred Adams was thus acclaimed as 2009 Board Chair.

4. Call to Order and brief opening remarks by the incoming Chair.

Chair Adams called the Meeting to order at 7:40 pm. He thanked Members for their confidence in him as Chair.

5. Declarations of pecuniary interest.

None.

6. Delegations.

Members agreed that Agenda item 9. d. be addressed at this time. d. Suggestion by Tracy Lance that a fill area for inert fill is not necessary.

Tracy stated that he had discussed this issue with James and informed him that most inert fill from C&D projects in our service area is taken to one of the local inert fill sites. Larger contractors all do this. Tracy added that the Board and the Towns do not have to get involved as these inert fill sites are not regulated. He stated that he had discussed this earlier with the MOE's Andrew Polley and dry locations that are depressions and can use fill could be used for inert fill. Small amounts of bricks and blocks do end up in bins and are taken to the Miller Road Site but these are minimal and they would be difficult to sort out of the mix and have taken to another site.

Chair Adams agreed with Tracy and the Board decided that other inert fill sites are not yet required.

7. Review and acceptance of Minutes of November 24, 2008 Board Meeting.

Members discussed the November 24, 2008 Draft Minutes.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That the Minutes of the November 24, 2008 Board Meeting be accepted as presented. Carried.

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

None.

9. Correspondence.

- a. Acceptance of WEEE registration application for a review by Ontario Electronics Stewardship (OES) and results of Site Visit on March 13, 2009 including approval.

James reported that the OES' Cynthia Hyland visited the Site and examined the trailer and area for acceptance of WEEE and was satisfied with our collection and storage plan. She later replied that she is recommending that the North Renfrew Baggs Road Landfill Site be approved as an OES collection site.

- b. Discussion with the MOE's Marc Lesieur re WEEE being located in the Re-Use Area trailer, allowing the location to be updated when required by inclusion in the annual Site Plan, receipt of copy of C of A amendment application and approval to begin accepting WEEE on April 1, 2009.

James stated that he had called Marc Lesieur about our WEEE plan and the application to amend the C of A to collect, store and prepare for the shipping of these materials. Mark agreed that now that the application is in, the WEEE plan should begin on April 1, 2009.

- c. Discussion with Chair re Board's Web Site links for Blue Box materials accepted by both Towns.

Board Members discussed the links to the Towns' web sites and their blue box information and decided that things be left as they are as the Towns will make updates as they deem necessary.

- d. Suggestion by Tracy Lance that a fill area for inert fill is not necessary.

This topic had been addressed earlier during this meeting.

- e. Letter from AECL's Ray Lambert re wastes and diversion/recycling amounts report for 2008.

The letter from AECL was examined and deemed helpful in the Site's and Deep River's annual diversion amounts.

- f. Discussions with Chair re WDO and Towns' low diversion rates from 2007 WDO Datacall.

Chair Adams displayed the Waste Recovery article that appeared in the March 2009 Ottawa Valley Business. The diversion rates of Laurentian Hills (17.47%) and Deep River (26.47%) are disappointing. Dave Ethier and Gary McAnulty discussed the diversion data that is being reported by the Towns. We should capture every thing that is diverted from landfilling including the CTC demolition and other stores' recycling that does not reach the blue boxes. James noted that the Board's Landfill Site's diversion is greater than 70% by volume and lighter materials such as cardboard affects the rate.

Gary added that Laurentian Hills' diversion is likely lowered by residents that burn their recyclable fibres in wood stoves.

9. Finance

- a. Financial Report

The January 1 to December 31, 2008 Financial Report was examined.

Moved by: Gary McAnulty
Seconded by: Dave Ethier

That the 2008 Financial Report be accepted as presented. Carried.

b. 2008 Audit and closure/post-closure letter.

Chair Adams suggested that the 2008 Audit be looked at first. He noted that the 2008 carried forward amount of \$16,793 is about ½ of the 2007 amount. This indicates that the annual budgets are improving.

Members discussed the Landfill closure and post-closure liability amount of \$21,737. The Chair stated that the Auditor is giving the two Towns notice that these closure and post-closure costs must be accrued. The Note 3 additional amount that must be available in 23 years time has a discount factor of 4%.

Moved by: Dave Ethier
Seconded by: Ann Aikens

That the Board accepts the 2008 Audit as presented. Carried.

c. Examination and discussion of Draft 2009 Budget.

Members discussed the 2009 Draft Budget dated March 28, 2009. Several changes were suggested and agreed upon. James was directed to update the budget with the changes and send it to the Towns by April 1, 2009.

Moved by: Ann Aikens
Seconded by: Dave Ethier

That the 2009 Budget be adopted as amended. Carried.

d. Payment by MHSW/HHW Stewardship Ontario (SO) for Q3 and reimbursement owing for Q4 of 2008.

The first MHSW/HHW payment for 2008 Q3 dated February 17, 2009 was discussed. Chair Adams stated that the Budget should show both MHSW/HHW expenses and SO payments as revenue. Members agreed that the payments must be carefully tracked.

e. Revised list of Board's assets sent to Auditor and suggestion re depreciation of Liebherr.

The list of the Board's assets was discussed. Members agreed that the Liebherr be depreciated by 20% per year in the assets list.

f. Suggestion to approve the amount of honorarium paid to the 5th Board Member and motion to approve the amount paid for attending 2008 Board Meetings.

The honorarium amount that was paid in 2008 and will be paid to the 5th Board Member in the future was discussed.

Moved by: Ann Aikens
Seconded by: Dave Ethier

That the amount paid to the 5th Board Member per meeting in 2008 be approved and continued at the same rate in the future. Carried.

- g. Motion to accept the November 28, 2008 quote for shipping container for cardboard storage.

Moved by: Gary McAnulty
Seconded by: Ann Aikens

That the amount for the quote for the shipping container for cardboard storage dated November 28, 2008 be accepted. Carried.

- h. Request for approval to purchase a new tarp for landfill cover.

Moved by: Ann Aikens
Seconded by: Gary McAnulty

That the Board approves the purchase of a new tarp to be used as a top cover for the Landfill. Carried.

- 11. Update from the Site Liaison Committee.

- a. Details of the first 2009 SLC Meeting held on March 8, 2009 including suggestion that the Board considers permitting an HHW Day at the Site in the spring.

Earl Gust and James presented the details of the March 8, 2009 SLC Meeting. Earl was elected as SLC Chair for 2009 and Anne Oesinghaus was elected as SLC Vice-Chair for 2009.

SLC Members decided to request that the Board considers permitting a 2009 HHW Day at the Landfill Site this spring. Board Members discussed this request and agreed to a 2009 event this spring. The Chair recommended that James contacts the two Town Councils and request that HHW tipping fees be suspended for the 2009 HHW Day.

The SLC again requested that the Board discuss a user-pay i.e. pay-per-bag policy to enhance recycling and decrease the amount being landfilled. Board Members agreed that this topic had been declined during the last meeting.

The SLC also requested approval for an initiative to advertise assisting residents with in-home set up of efficient recycling procedures. Board Members disagreed with this idea for liability reasons and suggested that the SLC hold a public seminar to present the recycling information to the public.

- 12. Other Business.

- a. Update on recently attended webcasts.

James briefly informed the Board of webcasts that he participated in since November 2008. There were three WEEE, one Ontario Tire Stewardship (OTS) and one Ontario Waste Diversion Act (WDA) webcasts. The WEEE plan begins on April 1, 2009 and the plans for OTS and WDA are currently being considered by the Environment Minister.

- b. Information to Board re Coordinator will be on vacation from April 24 to May 8, 2009.

The Board accepted this information.

- 13. Adjourn.

a. Motion to Adjourn.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Meeting be adjourned at 8:58 pm. Carried.

b. The next regular Board Meeting will be held on May 25, 2009 at 7:30 pm in the Town of Deep River Meeting Room.