



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: nrlob@town.laurentianhills.on.ca

Web: www.magma.ca/~nrwmb/

North Renfrew Landfill Operations Board

APPROVED

Minutes of Meeting

Date: August 31, 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	Absent
Coordinator	James Leon	NRLOB	Present

1. Call to Order.

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

2. Declarations of pecuniary interest.

None.

3. Adoption of the Agenda.

The current Agenda was discussed.

Moved by: Gary McAnulty
Seconded by: Dave Ethier

That the Agenda be accepted as presented. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of May 25, 2009 Board Meeting.

Members discussed the Draft Minutes of the May 25, 2009 Board Meeting. James was asked to assure that the old tarp that was damaged by fire was folded and stored for future use when required.

Members briefly discussed the Waste Reduction Week seminars that the SLC will hold for residents of each Town. One handout should be the recycling list of materials accepted.

Moved by: Ed Cochrane
Seconded by: Gary McNulty

That the Minutes of the May 25, 2009 Board Meeting be accepted as presented. Carried.

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

James informed the Board that Marc-Etienne Lesieur, the Ottawa District MOE's Environmental Officer who handled matters for the Baggs Road Site, has resigned. His replacement is Tracy Hart.

7. Correspondence.

a. Update on status of C of A Amendment for WEEE operations.

James stated that he had called the MOE's amendment reviewer Roma Lysiak on July 22 for the status of the WEEE amendment of the C of A. Roma informed him that it would take another month or two. If it is not received by September 23rd, James will call again.

b. Correspondence with Towns re dropping tipping fees for tires and HHW materials.

Chair Adams noted that the Towns had removed fees for tires and HHW materials.

c. Discussions and approval by Board re continuing regular tire pickups until September 1, 2009 when the Ontario Tire Stewardship (OTS) program begins and update on the Site's authorization to participate as a tire collection site.

The Board had discussed and agreed to continue regular tire pickups until September 1, 2009 when the Ontario Tire Stewardship (OTS) program begins. James stated that that the Board is now a certified OTS tire collection site. We will now be paid for the tires collected.

8. Finance.

a. Financial Report and reply from Financial Officer re Board's requests from May 25th Meeting.

Chair Adams requested that James present the reply to the requests. James stated that the VS in the header is part of the program and cannot be changed.

The Board had asked that an additional column be added to the Financial Reports which would show the current status of amounts in the Budget. The QuickBooks program will not allow more columns to be created.

The Financial Officer also stated that negative values for payments for WEEE, tires etc. cannot be added below the expense for that item and should be entered as income. A subtraction will give the amount for each item that has a payment. The Chair stated that he believes that negative values can be entered and

asked James to have this done for the next Report. The Chair asked that James send out future reports as a .pdf file.

James stated that the line for HHW Pick-up is well over budget as Stewardship Ontario (SO) has not finished the Q1 and Q2 submissions for payments. The SO payments will pay for about 95% of that expense. Members directed James keep accurate records of payments made.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

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

b. Summary of Stewardship payments for HHW and WEEE.

Chair Adams noted that this item had already been discussed.

c. Quotes for 20' shipping/storage container for additional recycling materials storage and suggestion that the Board considers a purchase.

The Chair stated that James had informed him that in the spring there was so much cardboard being brought to the Site for recycling that the container was often full after only one week and with bi-weekly recycling pickups that created a storage problem that a second container would solve.

James stated that the price is the same as the one purchase last fall and two other quotes were about \$1,000 more. Members discussed where the funds for this unbudgeted item could come from and decided that they should come from the "Contingency" amount.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Board agrees to purchase another container for the Recycling Area and that Contingency funds be used. Carried.

d. Details of \$1,000 cheque from Stewardship Ontario for HHW/MHSW Promotion and Education.

In an email to Members James stated that Stewardship Ontario (SO) had sent us the first annual \$1,000 cheque for Promotion and Education (P&E) for the HHW/MHSW program. Annually, SO must be sent a summary of the promotion and education tools and activities. To meet this requirement SO was sent a summary of the Board's and the SLC's P&E initiatives during the first year (July 1, 2008 – June 30, 2009) of the program.

James had suggested that the SLC be involved in using the P&E funds. Ann Aikens recommended that the SLC prepare a plan for the use of the P&E funds and send it to the Board. She suggested that the SLC information sessions be part of the plan. Ann added that there should be a session in each Town and that attendees be given a handout about blue box materials that are accepted as there are some differences in the Towns' lists.

Composting and composters were discussed and the SLC should discuss details of composting at home. Ann Aikens suggested that a sign up sheet be made available for persons interested in purchasing a composter. She offered to provide some information on Norsemen composters and asked James to contact the Towns to determine if they have any left from earlier promotions.

9. Update from the Site Liaison Committee.

a. Suggestion to the Board re WEEE not being landfilled.

In an email to the Board dated August 26, 2009, James summarized the SLC's concern about potential landfilling of WEEE materials that should be taken to the Site's WEEE collection area. Some TVs, monitors etc. were observed at the curb during the spring cleanup and the SLC suggested that the Town be contacted to determine if something could be done to keep the WEEE from being landfilled. James called and was later informed that something would be done with the WEEE. Ann Aikens asked that James contact the Board prior to calling the Town about similar matters in the future.

The Chair asked Members if the Board should ban WEEE from being landfilled. Members decided that the SLC should use P&E methods to inform the public about the WEEE recycling program and other programs at the Site. Ed Cochrane stated that the spring cleanup is very popular with residents and adding more information to the Town's list of things that can and cannot be put out at the curb would just make the process more complicated. Gary McAnulty suggested that people could be informed that WEEE will not be banned from landfilling this year but this time next year a ban might be put in place. The public should be informed and encouraged to have WEEE recycled.

James should inform the SLC to use P&E to inform residents of the recycling areas at the Site that should be used to keep environmentally hazardous materials from being landfilled and that WEEE, tires etc. are sources of funds which positively affect their taxes.

b. Report re amounts collected during 2009 HHW/WEEE Day.

James stated that the Report with actual numbers of vehicles to each area and better volume estimates was sent to the Board and the SLC on June 12th. Board Members deemed the HHW and WEEE day to be a success.

10. Other Business.

a. Information to Board re TDG recertification of Coordinator.

James reported that every third year he must take a course in Transportation of Dangerous Goods in order that the HHW Depot can continue its operations. The current certificate of training which was completed this month expires in August 2012.

The Board congratulated James on completing the TDG course.

11. Adjourn.

a. Motion to Adjourn.

Moved by: Ann Aikens
Seconded by: Gary McAnulty

That the Meeting be adjourned at 8:15 pm. Carried.

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