



NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board

Approved Minutes of Meeting

Date: November 30, 2009
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 7:32 pm.

2. Declarations of pecuniary interest.

None.

3. Adoption of the Agenda.

The current Agenda was discussed.

Moved by: Ann Aikens

Seconded by: Dave Ethier

That the Agenda be accepted as presented. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of August 31, 2009 Board Meeting.

Members discussed the Draft Minutes of the August 31, 2009 Board Meeting.

Moved by: Gary McAnulty
Seconded by: Ann Aikens

That the Minutes of the August 31, 2009 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 Approved C of A Amendment for WEEE operations.

The Amendment dated October 29, 2009 was sent to Members on November 6, 2009. It stated in part: "A facility for the acceptance, storage and preparation for transport for recycling, of waste electronic and electrical materials, and subsequent transfer of such wastes by an approved carrier ...". This Amendment approves the Site as a collection site for WEEE.

b. Consideration by Board of Agreement for scrap tire haulage.

Members examined and discussed the proposed Agreement from Ontario Tire Recovery Inc. James was directed to call and ask why they need an agreement and ask for a list of references. A line should be added that states that tire pickups will occur at least every second month or when we call for a pickup.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Coordinator be given the authority to sign the revised Agreement after the above changes are obtained, reviewed and agreed to by Board Members. Carried.

c. Email to Board re MOE visit by new Environmental Officer for our Area.

The Board discussed the email. In that October 21, 2009 email James informed the Board that we had an unannounced MOE visit at the Site by our new MOE officer, Lance Larkin. Lance and a second MOE person, Craig Davis, toured the Site and inspected our files and found that we are operating to the C of A's satisfaction. James later spoke to Lance Larkin and he stated that there were no non-conformance issues noted. There were also no findings of possible health or environmental impacts. Members agreed that unannounced MOE visits will keep the Site workers on track with C of A requirements.

8. Finance.

a. Financial Report and reply from Financial Officer re Board's requests from August 21, 2009 Meeting.

Chair Adams requested that James check his sent emails to see if the current Financial Report was actually sent.

The Chair noted that the current Report does not have negative values in the "Expense Baggs Road" section and he assumes that the Financial Officer did not agree with entering negative

numbers there. The WEEE and MHSW/HHW payment amounts were entered in the “Revenues” section. Although having the values as a negative expense and adjacent to the same expense would be convenient for comparison purposes and would allow the amount in the “Total Baggs Road” line to better reflect the actual Baggs Road expense amount, he agreed with this decision as negative expenses would break normal accounting rules.

Members asked James to have names in the Revenue column and the Expense Baggs Road column be similar for HHW Pick-up/Stewardship Ontario and MHSW/MHSW P&E. This will allow for easy identification and value comparison.

Ann Aikens and Chair Adams discussed the new rules for Municipalities re Surplus/Deficit amounts being carried forward to the next year and Closure/Post Closure amounts which the both Towns put aside for the Landfill Site. The Chair stated that the Board has always rolled the surplus forward to help decrease the following year’s budget. Ann added that the new rules could affect how the Board budgets. Members discussed the surplus/deficit issue and decided that the Chair and James contact the Board’s Auditor to determine where the Board stands re surplus/deficit matters.

Dave Ethier inquired about the “Payroll” section as it is showing only 68.3% used and we are about to enter the final month of 2009. The Chair replied that the Town usually only invoices the Board quarterly.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

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

b. Summary of Stewardship payments for HHW and WEEE.

James stated that the Board was sent an email with expenses and revenues of HHW/MHSW and WEEE amounts including payments expected in the near future. The HHW costs – payments indicate that the Board is within the budgeted amount and WEEE payments should be more than \$2,000 by year end.

Ontario Tire Stewardship will not be billed and paid for 2009 until January 2010.

c. Suggestion to approve purchase of 2 deep cycle batteries for Site Office electric lights using “Office Supplies” funds from Budget.

Moved by: Ed Cochrane
Seconded by: Gary McAnulty

That the Board agrees to the purchase of 2 deep cycle batteries for the Site Office using “Office Supplies” funds. Carried.

d. Planning a meeting to prepare the first draft of the 2010 Budget.

Vice Chair McAnulty agreed that James should contact him and they would set up a time to prepare the first 2010 Budget Draft.

9. Update from the Site Liaison Committee.

- a. Details of SLC Meetings and revised suggestion to the Board re WEEE not being landfilled.

James and Earl reported that the SLC had discussed the reply from the Board about banning WEEE from being Landfilled during the September 14, 2009 SLC Meeting. The SLC made the following recommendation: "That the SLC recommends that the Board bans WEEE from being landfilled and thus not be picked up at the curb at any time. Carried."

Board Members asked if the Board's reply to this earlier request was presented during the September SLC Meeting and James replied by quoting the following from the SLC Minutes: "Board 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."

Board Members recommended that the SLC get the word out with advertisements, using the Board's web site, linking it from the Town's websites and using other P&E methods. Residents should be informed that they are now paying a fee when purchasing new WEEE materials and the recycling program run by Ontario Electronic Stewardship pays the Site for collecting WEEE. This payment helps us get the fees paid back by reducing the operating costs of the Site and thus decreasing resident's property taxes. James reported that the NRT currently has a Press Release that Terry Myers has agreed to run. It is about the HHW/MHSW Stewardship Ontario program and includes lists of acceptable and non-acceptable HHW at the Site's Depot.

After this appears in the NRT a second press release about WEEE collection and the profit that the Site realizes will be presented to the NRT for consideration.

Ann Aikens offered to speak to the Deep River Public Works Department about separating WEEE that is put out for the next spring cleanup and have it taken to the Site's WEEE area for recycling.

- b. SLC P&E Plan dated September 18, 2009.

Members examined the P&E Plan. Two changes and one addition were recommended. James was requested to update the Plan and send it to the Board.

10. Other Business.

- a. Information re Hydrogeological, Monitoring and Survey Services Agreements as 2010 is the final year of the current Agreements.

James reported that on December 31, 2010 the Agreements with Robinson Consultants for Hydrogeological and Monitoring services and the Survey Agreement will end and the Board should begin planning the quotation process by next summer. This will give the three companies that we contact for a quote, enough time to examine the requirements, the Site and the attenuation zone. Members agreed that James proceed with obtaining three quotes as suggested.

11. Adjourn.

- a. The date for the first 2010 General Board Meeting will be set by the Chair.

Chair Adams noted that Board Meetings are normally held on the last Monday of February, May, August and November. The first 2010 Meeting will be held on Monday February 22 at 7:30 pm in the Point Alexander Meeting Room.

The Chair requested that James prepare a Draft 2010 Board Meeting Schedule for discussion and approval during the February Meeting.

c. Motion to Adjourn.

Moved by:	Earl Gust
Seconded by:	Dave Ethier

That the Meeting be adjourned at 8:30 pm. Carried.