



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: February 22, 2010
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

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 2010.

Board Members called the Meeting to order at 7:30 pm. The 2009 Chair of the Board, Fred Adams, suggested that a Chair *pro tem* be selected prior to the election of the 2010 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: Gary McAnulty
Seconded by: Dave Ethier

That the Agenda be accepted as presented. Carried.

3. Election of the 2010 Board Chair.

The Chair *pro tem* recommended that the 2010 Board Meeting schedule should be set later in the Meeting. It is possible that as the Municipal Elections will take place this fall that there will only be three Meetings scheduled for 2010 as after the elections the Board's Membership might change.

Ed Cochrane nominated Fred Adams for 2010 Board Chair.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That Fred Adams be nominated as a candidate for the position of 2010 Chair of the Board.
Carried.

Fred accepted the nomination. A call was made for further nominations, but none were made.

Moved by: Gary McAnulty
Seconded by: Dave Ethier

That nominations for the 2010 position of Chair of the Board be closed and Fred Adams be appointed 2010 Chair. Carried.

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

Chair Adams called the Meeting to order at 7:35 pm. He stated that this would be the fourth term with this group of Board Members and he thanked Members for their dedication in serving as Board Members.

5. Declarations of pecuniary interest.

None.

6. Delegations.

None.

7. Review and acceptance of Minutes of November 30, 2009 Board Meeting.

Members discussed the November 30, 2009 Draft Minutes.

Moved by: Gary McAnulty
Seconded by: Dave Ethier

That the Minutes of the November 30, 2009 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. February 10, 2010 email from MOE's Lance Larkin re the 2009 Monitoring Report: "This is to acknowledge receipt of the above report prepared by Robinson Consultants Inc."

James stated that correspondence from the Ministry is supposed to be reported to the Board. Annual Monitoring Reports are required by the MOE by March 31st.

- b. January 11, 2010 verification of MOE's 2010 Registration of Hazardous Waste Information Network (HWIN) for Site's HHW Depot.

James noted that HWIN registration must be completed by February 14th each year.

- c. January 15, 2010 Email to Stewardship Ontario re Shared Agreement Schedule E – Samples of 2009 P&E.

Nine examples of 2009 P&E were sent to Stewardship Ontario on January 15th and the information had also been sent to Board Members. Ann Aikens recommended that the bi-yearly Site Information ad be prepared with some graphic illustrations similar to the OVWRC's ads.

- d. Request to AECL's Marie Jirovec for wastes and diversion/recycling amounts report for 2009.

James stated that he had called Marie and she had assured him that the AECL Report would be sent in about two weeks. It was received on February 17, 2010. The information is required for the preparation of the Status Report and WDO reporting for 2009.

10. Finance

- a. Financial Report

The January 1 to December 31, 2009 Financial Report was examined. Members agreed that an accurate report will not be available until after the audit is completed.

Moved by: Gary McAnulty
Seconded by: Dave Ethier

That the 2009 Draft Financial Report be accepted for information purposes. Carried.

- b. 2009 Audit and closure/post-closure letter and Site's Life Expectancy.

The Board was informed that the 2009 Audit was not yet completed.

The closure/post-closure letter was briefly discussed. The letter included a table with the operation year, the estimated volume filled in cubic metres during each year, the Site's remaining volume, the estimated years to closure and the estimated percent filled.

In a January 8, 2010 email to the Board James reported: "The 2009 survey results indicate that the volume used for 2009 is the least volume for a full year's operations ever for our Site. The estimated time to closure at this rate remains at 24 years. The decrease from the 2008 volume used is 1,100 cu m and at an estimated \$70/cu m would be about \$77,000 in volume savings. Thanks to Deep River's Miller Road C&D Waste Site we have not since seen volumes used as high as 2003 and ½ of 2002. Much of the decreased volume

difference might be from the use of a tarp for top cover, continued cardboard recycling and the new WEEE program.”

c. 2009 Board’s Assets List

Board Members discussed the January 13, 2010 Assets List letter which was addressed to the Board’s Auditor Mr. Wayne Dempsey. The first item was the Liebherr LR-622 Crawler Loader. The Liebherr’s value in 2009 was noted and the value has been reduced by 20% according to the five-year operations contract. Ann Aikens and the chair discussed the depreciation and reduction in ownership of the Liebherr. Board Members decided to have James ask the Board’s Auditor about how the two Towns should split this asset and its depreciation. Should the Towns use the 52%/48% sharing of assets for their audits? James should also request that the Auditor prepare a simple policy about the split that could be brought back to both Councils.

d. Examination and discussion of the Draft 2010 Budget.

The Chair noted that this Draft was prepared without the results of the 2009 Audit’s actual amounts. James stated that he was informed that the 2009 Audit should be completed in a week or two.

Members examined the Draft Budget and three changes were recommended. The first was to the expense for Stewardship Ontario’s MHSW/HHW program and the second was to the revenue from that program. The third change was a correction to the amount for Subscriptions and Memberships.

Prior to receiving the Audit, the Draft Budget should not be approved so the Board directed James to update the Draft after the Audited values are received and send it to the Board Members. The Chair would then schedule a brief meeting to discuss and approve the 2010 Budget. Chair Adams suggested that the brief Budget meeting be held in the Town of Deep River Meeting Room.

e. Summary of Stewardships payments and payments owed to Board for 2009.

These amounts paid and owing were discussed in item 10. d. of this Meeting.

f. Payment of \$230.00 to OWMA for Board’s 2010 Membership.

Chair Adams noted that the Board was a Member of the Municipal Waste Integration Network (MWIN) from 2001 to 2008 and that MWIN merged with the Ontario Waste Management Association (OWMA). Members of MWIN were given Membership with OWMA until their annual membership fee with MWIN had run out. The OWMA invoice for 2010 was \$230 which is about double that of the annual MWIN fee. During a phone discussion with James about OWMA Membership it was deemed that the Board should continue their Membership with OWMA. The Chair asked James to pay the invoice for the OWMA Membership for 2010. Board Members agreed with that decision.

11. Update from the Site Liaison Committee.

a. Details of December 7, 2009 SLC Meeting.

Earl Gust and James presented the following from the December 7, 2009 SLC Meeting.

SLC Members accepted a list of suggestions from Brian Burke which would help streamline SLC Meetings. Members reviewed and discussed the recent MOE visit and the receipt of the C of A Amendment for collection and storage of WEEE materials.

The Waste Diversion poster contest was briefly discussed. James was asked to take a photo of the winning student with her poster and submit it to the NRT.

Members reviewed the Board's response to the plan for using P&E funding from Stewardship Ontario for waste diversion/education projects. The Board had discussed the original SLC plan and recommended two minor changes and one addition to it. SLC Members agreed with the changes.

- b. Application to Board by the six 2009 SLC Members for 2010 SLC Membership Appointments.

Earl reported that the six 2009 SLC Members are applying for 2010 Membership. Board Members discussed the applications.

Moved by: Ann Aikens
Seconded by: Dave Ethier

That the six applicants; Earl Gust, Annie Oesinghaus, Susan McBride, Brian Burke, Selma Nussbaumer-Roth and Nora Waddell be appointed as 2010 SLC Members. Carried.

- c. Request that the Board approves a 2010 HHW/WEEE day at the Site in the spring.

The request was considered. Board Members agreed with having a 2010 event about two weeks prior to the Deep River spring cleanup. SLC P&E ads for WEEE should inform residents that besides keeping toxic material from being landfilled, the Board's is receiving money for these materials.

- d. Reminder that the Board recommended that diversion from landfilling WEEE, HHW, TIRES and other materials be promoted by P&E ads, posters, handouts etc.

Board Members reviewed earlier recommendations to the SLC and agreed that P&E methods are the best way to encourage people to bring the materials to the Site for recycling.

12. Other Business.

- a. Discussion of Draft 2010 Board Meeting Schedule.

Members discussed the Draft 2010 Meeting Schedule and decided that the next three Meetings be held on May 31, August 30 and November 22, 2010. James was directed to update and distribute the Schedule.

- b. Details of WEEE Phase 2 Products accepted in OES program beginning April 1, 2010.

James reported that the Phase 1 WEEE list will remain the same and Phase 2 products will be added to the list of accepted materials. These will include: modems, receipt printers, scanners, hand held printers/calculators, electric typewriters, wire line and cordless telephones, answering machines, digital picture frames and projectors, home stereo systems, speakers, VHSs, DVD players and recorders, floor-standing printers and photocopiers. The Chair noted that GPS units are not included in the lists and asked that James check into this with OES.

Ann Aikens and Chair Adams discussed advertising these materials and suggested a large ad with the full list of WEEE. The ad could be run in the NRT, as post office distribution and/or handouts. Residents should be informed that the Board now gets paid to accept the full list of WEEE materials.

13. Adjourn.

a. Motion to Adjourn.

Moved by: Ann Aikens
Seconded by: Dave Ethier

That the Meeting be adjourned at 8:37 pm. Carried.

b. The next regular Board Meeting will be held on May 31, 2010 at 7:30 pm in the Town of Deep River Meeting Room.