



NORTH RENFREW LANDFILL OPERATIONS BOARD

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North Renfrew Landfill Operations Board

Minutes of Meeting

Date: August 30, 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	Regrets
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: Ann Aikens

Seconded by: Dave Ethier

That the Agenda be accepted as presented. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of May 31, 2010 Board Meeting.

Members discussed the Draft Minutes of the May 31, 2010 Board Meeting.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That the Minutes of the May 31, 2010 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. Conversations with Stewardship Ontario's Jeff Rayner re trying to come to a mutually acceptable CMHSW agreement.

In an email to Board Members dated August 25th, James stated:

"The proposed contract from Stewardship Ontario's Jeff Rayner is attached. The meat and potatoes of the contract are on the last page (page 20) in Schedule E. This should help do a nice adjustment to our annual budgets.

After going through it I did have some questions and called Jeff this morning. The most important question that I asked him was "Who pays for the Post-Collection Services costs". He replied that Stewardship Ontario makes all payments after we are invoiced by our Service Provider - Veolia. When this contract is in place, Jeff will take over our agreement with Veolia and Stewardship Ontario will then make payments to Veolia directly.

Please go through the contract so that we can discuss and consider approving it during the August 30th Board Meeting. Thank you."

Board Members discussed the 20 page agreement and decided that it should be reviewed by a solicitor so that the Board's interests are protected. The Chair directed James to get a copy to George LeConte and ask him to review it as soon as possible so that any changes that the Board requires are made prior to approval of the agreement.

b. Update on discussions re stockpiling mattresses etc. for shredding.

Recent emails about this topic were discussed. Shredders that are capable of handling mattresses, box springs, stuffed furniture etc. are out there and James should get information about costs to have them shred these materials at the Site.

Members discussed the \$100 fee to amend the C of A to allow the stockpiling of mattresses etc. for later processing.

Moved by: Gary McAnulty
Seconded by: Ed Cochrane

That the Coordinator makes the required application to amend the C of A to allow the stockpiling of mattresses and other bulky materials for shredding/recycling. Carried.

c. Letter from AECL's Pierre Wong re waste volumes for the Baggs and Miller Landfill Sites over the next five years.

Ed Cochrane and Ann Aikens discussed the letter. Deep River has only permitted one half of the C&D from large volume AECL decommissioning wastes and would continue to do this so that the Miller Road Site would not fill up too quickly. Board Members accepted the letter for information purposes.

- d. Suggestion by Robinson Consultants' David Reid re clearing brush from sampling stations for easier access.

James reported that during the summer 2010 sampling event the amount of brush that had grown recently made it difficult to access some sampling stations. David Reid suggested that James have these locations cleared of overgrown brush and followed up with an email of reminder. James stated that he could remove the overgrowth safely using manual lopping shears. Members discussed this offer and agreed that James do the clearing so long as no power cutters are employed.

8. Finance.

Members recommended that item 8. b. be discussed prior to 8. a.

- b. Receipt of 2009 Audit.

James was asked if an original copy of the 2009 Audit was given to each Board Member. James replied that the Auditor gave an original copy to the Chair and that he (James) had delivered an original copy to the CAO of each Town. The other Board Members were given a photocopy because there were not enough originals. There were three originals left and James offered one to any members that would prefer to have an original. Chair Adams stated that he would add the Report to the Board's web site.

Members briefly discussed the 2009 Audit.

Moved by: Gary McAnulty
Seconded by: Ann Aikens

That the Board accepts the 2009 Audit. Carried.

- a. Financial Report.

The current Financial Report was examined and discussed. James noted that as the July cheques were signed and sent out late, the Report does not reflect any July payments. Members discussed the HST and how it might affect the Board's Budget.

Moved by: Dave Ethier
Seconded by: Ed Cochrane

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

- c. Discussions with Consultants re RFPs for Monitoring, surveying etc. and Draft Letter to Consultants requesting proposals; for Board's consideration.

Members reviewed the Draft Letter. The Chair noted that the letter would be sent to the three Consulting companies that were most familiar with the Baggs Road Site and sampling stations. The Board directed James to proceed with sending the letter to the three Consulting companies.

- d. Summary of Stewardships payments and payments owing for 2010 for tires, HHW and WEEE.

Members reviewed a summary of the payments made and owing which was sent to them earlier by email.

The summary is as follows:

Scrap automotive batteries:	\$490.	February 9, 2010	Paid to Board for 2010
MHSW P&E:	\$1,000.	April 30, 2010	Paid to Board for 2010
HHW/MHSW:	\$10,567.	For Q2, 2010 – No payment made yet	
WEEE:	\$2,076.	January 1 to June 30, 2010 Paid to the Board	
WEEE:	≈\$1,200.	For July and August, 2010 WEEE pickup and no payment made yet	
Tires/OTS	\$54.	Q1 2010 From January 1 – March 31, 2010 pickups paid.	
Tires/OTS	\$884.	Q2 2010 – No payment made yet	
Scrap Metal	\$9,613.	From January 1 – July 31, 2010 payments for metal	

Note: With the current CMHSW offer from Stewardship Ontario of \$28,080/year, 1/12 of this is \$2,340. and as the first two months of the new program began on July 1, 2020 so July and August payments could be 2 * \$2,340. = \$4,680.

Board Members agreed with the summary's content.

- e. Suggestion that the Board agrees to get a rough draft 2011 Budget in place before the election process happens so there is a place to start with the new Board.

Members agreed with this idea and suggested that Gary and James get together and prepare the first Draft of the 2011 Budget and then send it out to the full Board.

- 9. Update from the Site Liaison Committee.

- a. Details of SLC May 10, 2010 Meeting.

Board Members discussed the SLC flyer "Recycling Set Up – An Example". Deep River received two negative comments about the flyer. James was directed to have the Board review flyers, ads etc. before sending them out.

As the SLC Chair was not present, James noted that as reported earlier, SLC Members decided to have a poster contest for 2010 Waste Reduction Week (WRW) in local schools and also have a "novel ways to recycle" contest for WRW 2010. He added that when the ad for this contest was prepared he would have it reviewed by the Board.

- 10. Other Business

- a. Details of Annual Stewardships Site visit June 11, 2010.

James reported on the Site Visit June 11, 2010 for the OES and MHSW annual visit/inspection by Cynthia Hyland. Cynthia is the Eastern Ontario OES and MHSW Representative of these two Stewardship Programs. The visit was from 11:45 am to 13:15 pm June 11, 2010.

Cynthia inspected the WEEE collection/storage trailer for materials segregation, packing, labelling, training of Site workers, cleanliness, signage, security and safety. Cynthia, the Site Attendant and I discussed the OES/WEEE program and the HHW/WEEE 2010 Day on May 1st. Cynthia stated that she was satisfied with the aspects of our WEEE operation and had no negative comments to offer.

She then toured and inspected the HHW Area and had no problems with our HHW operations.

11. Adjourn.

a. The next 2010 General Board Meeting will be held on November 22, 2010 in the Town of Deep River Meeting Room at 7:30 pm.

b. Motion to Adjourn.

Moved by: Ed Cochrane
Seconded by: Dave Ethier

That the Meeting be adjourned at 8:28 pm. Carried.