



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.NorthRenfrewLandfill.com

North Renfrew Landfill Operations Board

APPROVED

Minutes of Meeting

Date: February 28, 2011
Time: 7:30 P.M.
Location: Town of Deep River Meeting Room

Chair	Gary McAnulty	Resident/Fifth Member	Present
Vice Chair	Bruce Boucher	Town of Laurentian Hills	Present
Deputy Mayor	Anne Giardini	Town of Laurentian Hills	Present
Councillor	Ruth Syme	Town of Deep River	Regrets
Councillor	Terry Myers	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. Members discussed the 7:30 start time for Board Meetings and decided that future Board Meetings should begin at 7:00 pm. James was directed to change the Meetings Schedule to reflect this decision.

2. Declarations of pecuniary interest.

None.

3. Adoption of the Agenda.

The current Agenda was examined. Terry Myers noted that he and James had discussed the topic of expanding of the Miller Road Landfill Site so that the Baggs Road Site would not fill up too quickly should the Miller Site reach its permitted capacity in the near future. Board Members agreed that this topic be added to Agenda item 9. a. and read: "Details of SLC February 14, 2011 Meeting and email discussion with Terry Myers re the spring cleanup and expanding the Miller Road Landfill Site."

Moved by: Gary McAnulty
Seconded by: Anne Giardini

That the Agenda be accepted as amended. Carried.

4. Delegations.

None.

5. Review and acceptance of Minutes of December 20, 2010 Board Meeting.

Members discussed the Draft Minutes of the December 20, 2010 Board Meeting.

Moved by: Terry Myers
Seconded by: Bruce Boucher

That the Minutes of the December 20, 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. Receipt of approved C of A Amendment to allow the acceptance of properly contained asbestos and details of procedure for accepting and landfilling asbestos for the Board's consideration.

Copies of the amendment were distributed. It stated in part:

“The following condition is added to the Certificate:

29. (a) The Site is hereby approved to accept, for final disposal, asbestos waste in accordance with the Application for a Provisional Certificate of Approval for a Waste Disposal Site dated November 3, 2010, the details outlined in the accompanying supporting letter, as well as Ontario Regulation 347, as amended from time to time.

The reason for this amendment to the Certificate of Approval is to allow for proper disposal of asbestos waste.”

The asbestos delivery request form and procedure were discussed.

Moved by: Bruce Boucher
Seconded by: Gary McAnulty

That the asbestos form and procedure be approved for the accepting and landfilling of properly contained waste asbestos. Carried.

- b. Status of storing/stockpiling mattresses Application, quotes from grinding/shredding companies and request to MOE re beginning to collect mattresses.

The quotes for mattresses and bulky furniture grinding/shredding from National Grinding and Nad-Core Shredding were distributed and examined. Members agreed that a quantitative comparison is necessary to make a decision. James was directed to analyze the costs for size reduction of the stockpiled materials.

Moved by: Gary McAnulty
Seconded by: Anne Giardini

That the Board agrees to accept the quote for grinding/shredding from the company with the lower cost to complete the task. Carried.

James reported that he had contacted our MOE Environmental Officer and discussed beginning to collect mattresses etc. and he agreed that we could begin. He added that we should have a plan to have the material size reduced for landfilling before we find out that we have a large amount for processing and not be able to have a company to do the size reducing. James has prepared the application and it and a supporting letter will be sent to the MOE.

The Board discussed the potential volume savings for grinding/shredding mattresses etc. A large mattress would be about one cubic metre and the landfill volume/cubic metre is about \$70/cubic metre. Each year there is about 300 mattresses/box springs and when we include other bulky materials there will likely be in excess of 300 cubic metres total which were being landfilled. The value of 300 cubic metres in landfill volume is $300 \times \$70 = 21,000$. National Grinding's Evans Church informed James that the size reduction would be about 20% remaining. James suggested that even if this were 30% of the initial volume remaining the volume savings would be about 210 cubic metres valued at \$14,700 for a grinding expenditure of about \$6,000. Larger volumes would mean greater savings.

- c. Receipt of letter from AECL/CRL's Pierre Wong re summary of Inactive Wastes and Materials Sent to Municipal Landfill Sites and Recycling Facilities by AECL in 2010.

The letter was examined and accepted for information purposes.

- d. Confirmation of Assignment by Jp2g for Monitoring, surveying, closure letter and reporting.

James distributed copies of the Agreement with Jp2g and stated that the original two copies were signed by both parties.

- e. Verification from MOE re HWIN 2011 Registration Renewal.

James noted that the annual registration with the MOE's HWIN department is a requirement for the operation of our HHW Depot. Each HHW Material collected has an on-line information sheet that must be examined annually and updated as required. The updates for 2011 coordinates the HHW list requirements for the C of A, Stewardship Ontario and the licensed carrier.

- f. Discussions with SO's Jeff Rayner re MHSW Agreement, 2010 Q3 & Q4, February 28, 2011 webinar and request that the Board agrees, after a review, to come to an agreement with SO.

James reported that the 2010 Agreement dated December 31, 2010 was signed and sent to SO. The MOE is requiring changes to the SO program as unfolded during the February 28, 2011 webinar which James had attended. The HHW/MHSW list of materials will revert back to the nine original materials. James stated that this original list is satisfactory as it includes most of the HHW materials that residents have and drop off at the Site.

The Agreement with Municipalities will also be updated and meetings with each Municipality/Board will take place individually and we will be contacted by SO shortly. This adds uncertainty to our 2011 Budget amounts for the HHW/MHSW program. James will update the Board as more information becomes available.

8. Finance.

a. Financial Report.

The Financial Report “January through December 2010” was examined and discussed. There was an error in the column header for “Jan – Dec 10” as the “10” should be removed. The Budget amount for Printing-Annual Status Report was incorrect and the amount for 2010 Tire Removal should be \$0.00. The incomes for Scrap Batteries, OTS and MHSW should be updated. The amounts from the 2010 Audit will be used to update the 2010 amounts.

Moved by: Gary McAnulty
Seconded by: Bruce Boucher

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

b. Update on 2010 Audit and discussion with Auditor re amounts to use for 2011 Budget.

James stated that he had provided all required information and documents to the Auditor which were requested and had worked with him in several areas of the Board’s finances. James had requested a draft Audit Report for this Board Meeting but the Auditor has not yet completed the 2010 Audit.

c. Pre-Audit 2011 Budget presentation.

The updated Pre-Audit Budget named “... - Draft (2) of 2011 Budget February 25, 2011” was distributed and examined. Because of the uncertainty with the SO HHW/MHSW program in E106 for line “Agreement with Stewardship Ontario for CMHSW Operations” the Board decided to change the 2011 amount to \$14,000. James was directed to make this change to the Draft Budget and send it out to Board Members by Wednesday March 2nd.

Chair McAnulty stated that after the 2010 Audit was received and the 2011 Draft Budget was updated using the Audit amounts, he will call a special Board Meeting to have it examined and approved for presentation to the two Towns.

d. 2010 Closure/Post Closure Letter and Estimated Years to Closure calculated using recent years’ fill rates.

The letter was discussed and the estimate of 25 years remaining life for the Baggs Road Site was deemed to be excellent news.

Boards Members discussed the SLC’s role in waste diversion and recommended that they promote the Site, the improved estimate of the Site’s life, WEEE and ways to increase waste diversion/minimization.

The Board suggested that when the SLC Chair cannot attend a Board Meeting that the SLC Vice Chair be asked to attend.

e. Summary of Stewardship payments for 2010.

The summary was presented and is as follows:

James stated that he has included Batteries, HHW and Metal FYI.

Scrap automotive batteries:	\$490.	January 1 to December 31, 2010.
MHSW P&E:	\$1,000.	January 1 to December 31, 2010.
HHW/MHSW:	\$10,567.	For Q1 & Q2, 2010 – and about \$11,500. for Q3 & Q4 are owing to the Board.
WEEE:	\$5,160.	January 1 to December 31, 2010.
Tires/OTS	\$1,374.	Q1, Q2 and Q3 payments. Q4 \$466. is still owing and should be received during the next week.
Scrap Metal	\$17,356.	January 1 to December 31, 2010.

Note: For 2010 about \$14,000 should be paid for the MHSW/HHW Depot operation from July 1 to December 31, 2010 operations. I will update the Board about this payment when SO provides me with further information.

Board Members accepted the summary for information purposes.

9. Update from the Site Liaison Committee.

a. Details of SLC February 14, 2011 Meeting and email discussion with Terry Myers re the spring cleanup and expanding the Miller Road C&D Landfill Site.

James stated that during the February 14, 2011 SLC Meeting, Members re-elected Earl Gust as 2011 Chair and Anne Oesinghaus as 2011 Vice Chair.

During the SLC Meeting Members decided to relay to the Board their concern about information given to residents in the flyer sent out prior to the Spring Cleanup event re HHW, tires and WEEE.

Earlier correspondence by email between Terry and James about the spring cleanup flyer was discussed. Members agreed that HHW and tires could be included in the flyer as being accepted at the Baggs Road Site as these materials are not picked up during the cleanup. Also, residents could be reminded that WEEE materials are also accepted at Baggs Road for recycling and that there are no tipping fees for HHW, tires and WEEE.

Information about the importance of expanding the Miller Road Site was discussed and Board Members agreed that Deep River's plan to have Jp2g work on this is very beneficial to the life of the Baggs Road Site. Prior to beginning this evening's Meeting Michelle Lerosé, CAO of Deep River, dropped off copies of a letter to Laurentian Hills' Mayor and Council Members "RE: Cost sharing for application to expand Miller Road Landfill". Copies of the Work Plan prepared by Jp2g Consultants were attached. Board Members agreed that cost sharing of this expanding was not the Board's place to recommend or not recommend. It would be best for Deep River to make this request to Laurentian Hills. Board Members assumed that this letter had already been sent to Laurentian Hills. Anne noted that this might be presented during the next Laurentian Hills Committee Meeting on March 1, 2011.

SLC Members discussed ads for WEEE, flyers, spring/fall Site Features ad, recycling in local businesses and an introductory letter to the two new Councils.

- b. Request by SLC re having a 2011 HHW/WEEE Day at the Site.

The SLC agreed to have a 2011 HHW/WEEE Day at the Site and requested that the Board approve this event. Board Members discussed this request and suggested that it be held on April 30, 2011. James was requested to contact the SLC to determine if they agreed to the April 30th date.

Moved by: Gary McNulty
Seconded by: Anne Giardini

That the Board approves the SLC's 2011 HHW/WEEE Day. Carried.

- c. SLC P&E ads etc. sent to SO for 2010.

James presented the list of SLC P&E ads and efforts for 2010 which is required by SO for our HHW/MHSW program. Members accepted this for information purposes.

10. Adjourn

- a. The date for the next 2011 General Board Meeting is May 30, 2011 at 7:00 pm in the Point Alexander Meeting Room.

- b. Motion to Adjourn.

Moved by: Bruce Boucher
Seconded by: Terry Myers

That the Meeting be adjourned at 9:00 pm. Carried.