



NORTH RENFREW LANDFILL OPERATIONS BOARD

Laurentian Hills Municipal Building

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North Renfrew Landfill Operations Board Meeting

APPROVED

Minutes of Meeting

Date: November 26, 2012
Time: 7:00 pm
Location: Point Alexander 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	Present
SLC Chair	Annie Oesinghaus	Site Liaison Committee	Regrets
Coordinator	James Leon	NRLOB	Present

1. Call to Order.

The Chair called the Meeting to order at 7:00 pm. Members noted that Katie Robertson had resigned from Deep River Council and that another Councillor would have to be appointed as a Board Member.

2. Adoption of the Agenda for the current Meeting.

Moved by: Anne Giardini
Seconded by: Ruth Syme

That the Agenda be accepted as presented. Carried.

Prior to adjourning, Board Members decided that Agenda point 9. Update from the Site Liaison Committee item b. be removed from the Agenda and covered as part of item 9. a.

3. Declarations.

Gary McAnulty stated that he would not participate in the discussion of Agenda item 9. b. as it might be a conflict of interest matter.

4. Delegations.

None.

5. Review and acceptance of Minutes of Meeting of August 27, 2012.

The Minutes of the August 27, 2012 Board Meeting were briefly discussed.

Moved by: Bruce Boucher
Seconded by: Ruth Syme

That the Minutes of the August 27, 2012 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. Letter from AECL re a re-use store at the Baggs Road Site, Site visit by AECL WM people, and discussions with Board, MOE and Site Contractor.

Earlier correspondence to and from AECL, the Board, the Site Contractor, the MOE and the Board's insurance company were discussed.

The Site Contractor said that the Re-Use Store would be doable but once it begins operation he would have to determine if there are any additional costs to K&T Trucking and address this at that time.

James reported that after several email discussions with the MOE's Senior Environmental Officer from the Ottawa District Office, Emily Tieu, she looked into if the operation of the re-use store and replied: "Hello James,

As discussed during our telephone conversation yesterday, since a re-use area is already approved under the ECA, an amendment to the ECA to accept re-use materials in the re-use area from AECL for re-sale is not required. If you have any further questions, please don't hesitate to contact me.

Regards, **Emily Tieu**"

The Board's insurance broker, Cheryl Hughes (for Bill Riley), replied: "Hi James: Nice to talk to you today. This email will confirm receipt of your faxed information regarding the joint project with AECL for donation and sale of used furniture.

Bill has also reviewed it and agrees this should fall within the scope of your mandate.

We recommend you limit access to residents and employees and should this go ahead that you post signs to warn that items are sold "as is".

We have noted our files and will take no further action. Please advise us as soon as the decision is made and we will notify the insurer at that time.

Regards

Cheryl

For Bill Riley"

James then played a reply phone message from AECL's Pamela Kranz and she stated that after the Board approves the proposed project, AECL would begin sending some smaller items. Planning for having a structure for the store would begin in their next fiscal year, after April 1, 2013. When the structure is in place, AECL would begin sending some larger items.

Board Members discussed the proposal and decided that an agreement would have to be in place with AECL and more information about the materials destined for the store is required. If there are many old wooden desks/furniture that are not likely to sell then the Board would not be very interested in receiving them. Wooden materials received and not sold would have to be sent to the Miller Road C&D Landfill Site and AECL should agree to transport these unsold materials there and pay the required tipping fees.

Members directed James to call Pamela and inform her of the Board's requiring an agreement with AECL. Pamela should also be asked to arrange for Anne Giardini and James to view the surplus AECL materials to determine if the items will be materials that will likely sell.

b. Brian Burke's resignation from SLC and letter of thanks from SLC Chair.

James stated that Brian Burke called and informed him that he is resigning from the SLC. SLC Chair, Annie Oesinghaus, prepared a thank you letter that will be sent to Brian. Members agreed with the sending of a letter.

c. Request from St Mary's School for three Site field-trips by Students, discussion and approval by Chair and brief discussion with Laurentian Hills's CAO.

James noted that St Mary's School's Principal Cheryl St-Elier had contacted him and asked if field-trips by students to the Baggs Road Landfill Site would be a good idea. James agreed with the idea but informed her that he would have to call the Chair of the Board for his approval.

Chair McAnulty was called and approved the field-trips. The question of liability came up and James agreed to discuss this with the CAO. Laurentian Hills' CAO Wayne Kirby was contacted and agreed that this was a good idea and that the School Boards have coverage for students while on field-trips.

James stated that the three busloads of students from grades two to eight arrived at the Site, one on November 5th at 10:00 am and two on November 7th, one at 10:00 and the second at 11:50 am. All three groups were educated in the Site's areas and the last stop was the landfilling area. Students were told that half of the material that was landfilled was recyclable materials and the height of the waste was thus twice as high as it should be. At over \$70/cubic meter the degree of wasted landfill volume is immense. Students were asked to show a good example to others by recycling well and remind friends and family to do the same. Be passionate about the 3Rs. Members examined photos taken during the field-trips.

Board Members recommended that this kind of educational initiative for the Schools should be continued by the SLC in 2013.

The Chair noted that he had brought one of his garbage trucks to MCS and gave a grade one class the opportunity to get in the drivers seat and show the students how the garbage was handled and compacted. The children enjoyed this opportunity.

d. Letter reviewed by Board and sent to resident re looking into a fire-break on Site property.

The letter was discussed and Members had agreed that enough time had been spent on the search for information about the fire break and that there is no record of a fire break maintained by AECL in that location.

- e. Request from Khizar Hayat, Deep River Superintendent, re opening the Baggs Road Landfill to receive bottom sand/grit from the sewage treatment plant on Monday November 26, 2012, discussion with Paul Lance, Site Attendant, the Board's Chair and request for a key.

James stated that Khizar had called on November 21, 2012 and requested that the Baggs Road Landfill Site be opened on Monday November 26th to accept two or three loads of grit from the Deep River Sewage treatment plant. He said that Paul Lance would call with the details. James called Tracy Lance to determine if one of the Site Attendants could work on Monday for this purpose. Tracy was unavailable. Paul called and he and James agreed that one of the Site Attendants would be asked to be available for Monday.

James contacted Dave Barrington and he agreed to be there for Deep River on Monday. Tracy could decide if Deep River would be invoiced. On Saturday evening Tracy called James from New York and agreed with this plan.

- f. Emails to and from Board re injury/fall of a resident in the Site's Re-Use Area.

Board Members agreed with the way the incident was handled. James added that the injured lady is recovering well.

8. a. Financial Report.

Copies of the current Financial Report were distributed and examined.

Moved by:	Bruce Boucher
Seconded by:	Ruth Syme

That the Financial Report be accepted for information purposes.

b. Update on collection of tipping fees at the Site.

James reported that tipping fees at the Baggs Road Site were being successfully collected and that he received the fees about every two weeks, checked the amounts and entered them into a spreadsheet. The Board's Treasurer was then given the receipts, the payments and the spreadsheet. The fees for each Town were separated and the Deep River amount was delivered to Town Hall.

The number of bulky materials is logged to be used for the Board's Annual Status Reports. Board Members agreed with this procedure.

9. Update from the Site Liaison Committee.

a. Details of Minutes of SLC Meetings September 19th and November 21, 2012.

During the September 19, 2012 SLC Meeting Nora Waddell recommended some minor changes to the format of future SLC Agenda and Members agreed with her recommendations. SLC Members discussed the 2012 WRW contests in our three Schools, the new ECA, the volume savings from having bulky materials stockpiled and ground, recent SLC 3Rs presentations and information about Summerfest reducing and recycling problems and the Board's reply and suggestions to the SLC about planning for the next Summerfest.

Details of a Baggs Road Resident's concerns about fire fighting response time and the existence of a possible AECL fire break at the Site's South boundary were discussed.

The Board's response to the SLC re SLC motion that the Board recommends that both Town Councils examine and adopt the HCM or Petawawa WM By-Law to increase waste reduction and extend Landfill life, was discussed. Prior to the August 27, 2012 Board Meeting the two sets of WM By-Laws were sent to Board Members for examination. Jackie Mellon of Deep River Public Works Department attended the August 27, 2012 Board Meeting and she stated that Deep River Public Works is working on a By-Law to improve recycling and save Landfill volume. She will be working with WDO and expects funding for this endeavor. Some ideas include weekly Blue Box pickup and bi-weekly garbage pickup.

Anne Giardini recommended that Laurentian Hills should get in line with Deep River's waste reduction efforts and that this should be added to the Agenda for the September 10 Meeting of the two Towns.

James stated that because of double booking, this meeting was postponed. SLC Members agreed that the Board should be reminded again of this SLC recommendation.

During the November 21, 2012 SLC Meeting Members discussed the successes of the 2012 WRW contests, a Member's resignation, request from AECL for the Board to consider having a surplus depot at the Baggs Road Site, the three field-trips to the Site by St Mary's School Students and update on tipping fee collections at the Baggs Road Site.

Members decided to again ask that the Board considers the earlier request that it recommends that both Town Councils adopt a WM By-Law and agreed that there is now a degree of urgency to this request as the Towns will be going for garbage and recycling proposals in 2013 and new WM By-Laws should be on place prior to this.

"Moved by: Annie Oesinghaus

Seconded by: Nora Waddell

That the SLC again requests that the Board recommends to the two Towns that the waste management By-Laws of HCM and Petawawa be examined and that one of them be adopted and the Towns' new WM By-Laws be in place prior to going to quotes for garbage and recycling contracts in 2013. Carried.

Selma noted that HCM has recent WM research information from other communities that should first be inspected. This could be a great time-saver for our Towns.”

Board Members accepted the summary of the Minutes of the September 19th and the November 21st, SLC Minutes for information purposes.

10. List of Actions.

- i. That James call AECL's Pamela Kranz and inform her of the Board's requiring an agreement with AECL prior to agreeing to the re-use store proposal.
- ii. Pamela should also be asked to arrange for Anne Giardini and James to view the surplus AECL materials to determine if the items will be materials that will likely sell.
- iii. That James informs the SLC that the Board recommended that field trips for students be continued in 2013 as an SLC educational initiative.

11. Adjourn.

- a. The next Board Meeting date will be set by the Chair.

Chair McAnulty set the first 2013 Board Meeting for February 25, 2013 at 7:00 pm in the Town of Deep River Meeting Room. James noted that he will prepare a Draft Schedule of General Board Meetings 2013 Dates and send it to Members for approval or changes.

- b. Motion to Adjourn.

Moved by: Anne Giardini
Seconded by: Ruth Syme

That the Meeting be adjourned at 8:00 pm.

NOTE: The Minutes of the November 26, 2012 were approved during the March 11, 2013 Board Meeting as follows:

Moved by: Bruce Boucher
Seconded by: Ruth Syme

That the Minutes of the November 26, 2012 Board Meeting be approved as presented.
Carried.