

TRI R COMMITTEE MINUTES

May 7, 2008

The regular meeting of the TRI R Committee was held on Wednesday, May 7th, 2008 at the Armour Township office and called to order at 7:30 p.m..

Committee members present included Bob MacPhail, Ron Russell, Rex Smith, Glenn Miller, and Paul Fink. Rod Blakelock attended for Pat Hayes. Staff, Dan Maxwell, Site Supervisor and Leanne Crozier, Administrator.

APPROVAL OF MINUTES

- ▶ A motion to accept the minutes of the regular meeting held April 2nd, 2008 was passed.
- ▶ A motion to accept the minutes of the closed session held April 2nd, 2008 was passed.

DECLARATION OF PECUNIARY INTEREST

- ▶ None declared

DELEGATIONS

- ▶ The following items were discussed with Site Supervisor
 - ▶ Quote from Ideal Supply for a container for proper propane storage. The Site Supervisor was directed to request a price from Leggett Propane. The container for the lessor price is to be ordered.
 - ▶ The Ministry of Labour order issued in September 2007 was included for follow up on the issues therein.
 - ▶ The loading dock door will remain closed except for loading trucks. The Site Supervisor to proceed with proper process to address this situation if the door is to be opened at any time other than during the loading of trucks.
 - ▶ The water running into the building during spring melt must be addressed. The Site Supervisor to contact Tom Stevenson and request proposal for addressing this issue.
 - ▶ The Site Supervisor advised the issue of workers working at heights has been addressed.
 - ▶ The Site Supervisor indicated monthly checks are being completed and recorded for all fire extinguishers.
- ▶ The only other health and safety issue the Site Supervisor currently has is with the width of the loading dock plate and the operator putting his head outside of the forklift structure to see where to drive. The Site Supervisor to get quotes for a wider dock plate.
- ▶ The Administrator requested clarification on who should be completing repairs to the site equipment. The Committee directed the Administrator to contact Doug Wedle who does mobile repairs and discuss him coming to the site to complete necessary repairs.
- ▶ The burnt packer remains at the site. The Administrator to contact Insurance Company and request removal asap.
- ▶ The Site Supervisor is working on the recycling plan to be submitted to the

Director of MOE by the end of May. Once provided to the Administrator the Committee will be notified.

- ▶ The Site Supervisor indicated the Emergency Response Plan is done, once provided to the Administrator the Committee will be notified.
- ▶ The Site Supervisor has concerns that the walls in the storage areas of the recycling building may shift away from the building due to bales shifting and leaning on the walls. Possible solutions were discussed and the committee members were asked to look at issue next time into the site. The Administrator indicated an issue with the stacking of the bales. If bales are being stacked in a manner that enables them to shift enough to lean against the walls, there is a health and safety issue which needs to be addressed. Processing materials must be done in a manner to create bales which will not shift significantly when stacked.
- ▶ The Site Supervisor provided an estimate for blue bins similar to the ones currently used at the site for receiving fibres. The Site Supervisor was directed to get quotes as per the Armour procurement by-law.
- ▶ The Site Supervisor asked the Committee why certain commercial operations are not being charged tipping fees or required to advise where their materials are coming from. The Administrator advised that the current tipping fee by-law does not allow for any exceptions. Previous negotiations with the employees at the site and the committee of the day has allowed this to occur. When the notice regarding bag tags is put in the local paper, it will include a statement regarding the enforcement of the tipping fees for all site users as well.
- ▶ The verbal abuse received over requesting site users to show blue cards has escalated to the level that the Site Supervisor is the only one completing this task currently. The Committee directed the Administrator to request the Armour By-law Enforcement Officer to spend a Saturday and Sunday with the Site Supervisor requesting blue cards. This expense to be covered by the TRI R Committee.
- ▶ At this time the Chair indicated that none of the applications received for the Manager position currently have the required training and committee members agreed. The Chair further indicated, after discussion with the Site Supervisor, that the Site Supervisor is qualified and willing to take the necessary training to be the Site Manager. The Committee directed the Administrator to advertise for a Landfill Recycling Site Attendant/Equipment Operator with computer skills in the Almaguin Forester. Deadline for applications will be Friday, May 23rd, 2008. Applications will be reviewed by the Site Supervisor, Administrator and Committee members wishing to see applications prior to the June meeting. The Administrator was also directed to initiate training the Site Supervisor the manager responsibilities and duties and to also have a training plan for all site employees at the next meeting.

APPROVAL OF ACCOUNTS

- ▶ A motion was passed to authorize the payment of landfill and recycling accounts as presented. Clarification on the disbursement of the fuel expense and the hydrogeology report expense were provided by the Administrator.

UNFINISHED BUSINESS

- ▶ A resolution was passed authorizing payment of SWANA membership for one year.
- ▶ As requested at the previous meeting, discussion of possible alternatives to landfill expansion was briefly discussed. The Administrator provided information as previously completed by Jagger Hims Ltd. Some committee members indicated an interest in reviewing alternatives to landfilling in conjunction with possible future operational changes.
- ▶ The Provisional Certificate of Approval included in this agenda is now in effect. A copy has been provided to the Site Supervisor for reviewing with the site employees and to remain at the site.
- ▶ The Administrator requested a meeting be scheduled to review the new C of A and the incoming waste management by-law with representation from the Committee, all site employees and the Village employees completing the curbside pick up to ensure everyone involved has the same understanding of the processes and procedures required under these two documents. The Committee directed the Administrator to set this meeting up for June 12th, 2008 at 7:00 p.m. in the Armour council chambers, both the Chair and Co-Chair will represent the committee.
- ▶ Three copies of the Detailed Hydrogeological Assessment Provisional Certificate of Approval For A Waste Disposal Site have been received. One copy will be provided to the Site Supervisor to have at the site.
- ▶ Resolutions have been passed accepting the landfill and recycling budgets for 2008 in all three municipalities.

NEW BUSINESS

- ▶ A complaint received on April 8th, 2008 regarding wind blown debris and road side litter from the site on the site property and adjacent private properties to the site. Also included in the agenda was direction from the Administrator to the Site Supervisor and a subsequent follow up letter from the complainant.
- ▶ Stewardship Ontario has forwarded a MHSW agreement for review and comment. The Administrator has replied to Stewardship Ontario indicating all MHSW is via joint municipal participation in ARI. The Administrator has also contacted the Secretary of ARI to ensure that committee is aware of the need to review and comment on this document as it is required as of July 1, 2008 for all MHSW programs in Ontario.
- ▶ Information on recycling computer components was included in the agenda for information purposes. While there is a fee for monitors and televisions, other electronics and computer components are accepted free of charge. More information is available at www.thriftopia.com. The Administrator will ensure this webaddress is made available at the site and the three municipal offices.
- ▶ Sony Canada announced on April 8th, 2008 that 25 non-retail collection sites will be open for the collection of all end-of-life Sony products. More information on this program can be found at www.sony.ca. This information will also be provided to the site and municipal offices.
- ▶ EPIC News and Views, April 2008 newsletter was included in the agenda as it discusses plastic recycling. A member of the committee has requested the Administrator see what is currently available for recycling plastic bags and as this newsletter indicates, currently some municipalities have entered partnerships

with local retailers and EPIC to attempt to address this issue.

- ▶ A motion to adjourn was passed at 10:02 p.m..

RESOLUTIONS

- ▶ Moved by Paul Fink, seconded by Rod Blakelock, That the TRI R Committee accept the minutes of the April 2, 2008 meeting as circulated. Carried.
- ▶ Moved by Glenn Miller, seconded by Rex Smith, That the TRI R Committee accept the minutes of the closed session held April 2, 2008 as circulated. Carried.
- ▶ Moved by Ron Russell, seconded by Glenn Miller, That the TRI R Committee approve payment voucher # 05-2008 (landfill) in the amount of \$ 13,662.69 and # 05-2008 (recycling) in the amount of \$ 7,300.54 for payment. Carried.
- ▶ Moved by Rex Smith, seconded by Paul Fink, That the TRI R Committee authorize one membership with SWANA (Solid Waste Association of North America) in the amount of \$ 176.61 for one year. Carried.
- ▶ Moved by Glenn Miller, seconded by Ron Russell, That the TRI R Committee adjourn at 10:02 p.m. until the next regular meeting scheduled for June 4th, 2008. Carried.

Bob MacPhail, Chairperson