

TRI R COMMITTEE MINUTES

December 2, 2009

The regular meeting of the TRI R Committee was held on Wednesday, December 2, 2009 at the Armour Township office and called to order at 7:30 p.m..

Committee Members Present: Bob MacPhail, Committee Chair, Rex Smith, Glenn Miller, Paul Fink, and Pat Hayes.

Staff Members Present: Karen Fraser, Landfill Administrator, Dan Maxwell, Landfill Manager.

APPROVAL OF MINUTES

- ▶ A motion to accept the minutes of the regular meeting held November 4, 2009 was passed.
- ▶ A motion to accept the minutes of the special meeting held November 12, 2009 was passed.
- ▶ A motion to accept the minutes of the closed session of November 4, 2009 was passed.

DECLARATION OF PECUNIARY INTEREST

- ▶ None

BUDGET/FINANCIAL

- ▶ The landfill and recycling budgets for period ending November 30, 2009 were reviewed, followed by general discussion and questions.
- ▶ Recently received invoices from Jagger Hims for the expansion project and for annual monitoring were viewed.
- ▶ Invoice from Nad-Core Environmental Shredding was viewed and discussed.

APPROVAL OF ACCOUNTS

- ▶ A motion was passed to authorize the payment of the landfill and recycling accounts as presented.

DELEGATIONS

- ▶ Dan Maxwell attended to provide his report. He discussed the recent removal of a load of tires, and believes that there are at least two more loads that can be removed. This should be considered in the 2010 budget. The committee discussed increasing the tipping fees for tires to achieve cost recovery. A resolution was passed to initiate the amendment to the tipping fee schedule. An inquiry about steel shipments, revealed insufficient quantity to ship at present. The Manager indicated that separation of aluminum would be a good means of capitalizing on our revenues, and proposed that a separate bin be purchased for this purpose. He anticipates the cost of a bin to be about \$4,200.00. The Administrator suggested looking to the Continuous Improvement Fund (CIF) for assistance. The work undertaken by Nad-Core was discussed. The pace of the work slowed dramatically after the first two days due to wet weather which changed the consistency of material being

processed, and caused the equipment to bog. Additionally, a large quantity of sand was being uncovered in the process. It was felt that there is financial room to have Nad-Core continue the process in the spring when conditions are drier. The Manager has uncovered trace amounts of motor oil in the waste and asked for direction on how to deal with it. The Manager felt that the placement of proposed irrigation channels and filtration ponds would mitigate the problem. The committee would like to see the closure project complete before moving to another aspect of the expansion. The possibility of clay from a local Carillion project being available to use as cover for the closure was mentioned. It was suggested that the three municipalities might donate trucking services if the material could be obtained reasonably. The committee felt that this should be investigated in the spring, and asked that it be added to a future agenda. The administrator will confirm what type of material is required for closure. Repairs to the skid steer were briefly discussed. It should be repaired and operational by next week. The staff at the site have commenced clean-up of blown debris from the perimeter of the property, and will continue with clean up of adjacent properties. Fuel handling safety training for all landfill staff was discussed, and a resolution in support of the training was passed. The Manager anticipates one more load of cardboard ready for shipment before year's end. He provided an activity report covering August, 2009, September, 2009 and November, 2009.

BUSINESS ARISING FROM THE NOVEMBER 4TH MINUTES

UNFINISHED BUSINESS

- ▶ The Certificate of Prohibition, which has been detained in the Ministry of the Environment's Approvals Branch, is now registered, and should be en-route to the North Bay regional office of the MOE, as required by our Certificate of Approval.

CORRESPONDENCE

- ▶ letter from MOE regarding our recent emergency application status, and subsequent response from Jagger Hims were received and reviewed.
- ▶ A request from CN workers to use the landfill site from December 2009 to April 2010, was reviewed. A resolution authorizing the temporary use was passed.
- ▶ A status update of our Expansion Application from Jim Mills was received as information.
- ▶ An invitation to participate in an upcoming Stewardship Ontario webinar was received. Attendance by committee or staff was not confirmed.
- ▶ An invitation to attend a Municipal Stakeholder Consultation of the Waste Diversion Act was extended. No interest was indicated.
- ▶ Upcoming SWANA spring training dates were reviewed. The Administrator will place this item on the agenda once the new Administrator is hired.

NEW BUSINESS

- ▶ A resolution authorizing the payment of a holiday bonus for landfill staff was approved.
- ▶ Operating hours for the 2009-2010 holiday season was reviewed and authorized by resolution.
- ▶ The date of the January meeting was discussed, and will be held as usual, on the

first Wednesday of the month, January 6, 2010.

- ▶ The use of a Purchase Order system was introduced as a possibility for 2010.

CLOSED SESSION

- ▶ A motion to move into closed session was passed at 9:03 p.m.
- ▶ A motion to move out of closed session was passed at 9:39 p.m.

RESOLUTIONS FROM CLOSED SESSION

- ▶ A resolution was passed to proceed with an offer of employment for the position of Landfill Administrator.

ADJOURNMENT

- ▶ A motion to adjourn was passed at 9:55 p.m.

RESOLUTIONS

- ▶ Moved by Paul Fink, Seconded by Pat Hayes, That the Tri R Committee accept the minutes of the November 4, 2009 regular meeting, as circulated. Carried.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the Tri R Committee accept the minutes of the November 12, 2009 special meeting, as circulated. Carried.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the Tri R Committee accept the minutes of the closed session of November 4, 2009 as circulated. Carried.
- ▶ Moved by Glenn Miller, Seconded by Pat Hayes, That the Tri R Committee approve payment voucher # 12-2009 (landfill) in the amount of \$20,572.61 and # 12-2009 (recycling) in the amount of \$9,520.05 for payment. Carried.
- ▶ Moved by Glenn Miller, Seconded by Rex Smith, That the Tri R Committee authorize the amendment of the tipping fee schedule as follows:
tires 16" and up \$10.00
tires under 16" \$ 5.00
Carried.
- ▶ Moved by Pat Hayes, Seconded by Rex Smith, That the Tri R Committee hereby authorizes fuel handling safety training for all landfill staff at a cost of \$25.00 per person. Carried.
- ▶ Moved by Glenn Miller, Seconded by Rex Smith, That the Tri R Committee hereby accepts household waste from CN Railway workers, generated within Armour Township during the period from December 5, 2009 until April 30, 2010, subject to the following conditions:
i) follow by-law
Carried.
- ▶ Moved by Moved by Glenn Miller, Seconded by Rex Smith, That the Tri R Committee authorize a holiday bonus in the amount of \$100.00 for each landfill/recycling staff member, to be paid through the payroll system. Carried.
- ▶ Moved by Pat Hayes, Seconded by Paul Fink, That the Tri R Committee accept the holiday hours as presented in the staff report dated December 2, 2009, and authorize these hours to be advertised in the December 17, 2009 issue of the Almaguin News, and further that the hours be posted at the landfill/recycling centre, as well as the municipal offices and web sites of Armour Township, Ryerson Township, and the Village of Burk's Falls. Carried.

- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the Tri R Committee hereby move into closed session at 9:03 p.m. in order to discuss matters pursuant to Section 239 (2) (d) of the Municipal Act. Carried.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the Tri R Committee hereby move out of closed session at 9:39 p.m. Carried.
- ▶ Moved by Rex Smith, Seconded by Paul Fink, That the Tri R Committee offer the position of Landfill Administrator to Amy Tilley; and further that upon acceptance of the position, the Chair is authorized to hire Ms. Tilley effective January 4, 2010.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the Tri R Committee adjourn at 9:55 p.m. until the next regular meeting scheduled for January 6, 2010. Carried.

Bob MacPhail, Chairperson