

## **TRI R COMMITTEE MINUTES**

December 4, 2013

The regular meeting of the TRI R Committee was held on Wednesday December 4, 2013 at the Armour Township Office and called to order at 7:00 p.m.

Committee Members Present: Bob MacPhail, Committee Chair, Cathy Still, Rex Smith, Glenn Miller, Doug Weddell, Pat Hayes.

Staff Members Present: Amy Tilley, Landfill Administrator

Committee Chair, Bob MacPhail discussed Employment Policy Review meeting and amendments that may result from Pay Equity Review under way in Armour Township. The TRI R Employment Policy will be brought back to the January TRI R meeting.

### **APPROVAL OF MINUTES**

- A motion to accept the minutes of the regular meeting held on November 6, 2013 was passed.

DECLARATION OF PECUNIARY INTEREST - Glenn Miller declared with regard to payroll item.

### **BUDGET/FINANCIAL**

- The TRI R Waste Management Budget was reviewed to date, loads out awaiting rebate.
- Tender package reviewed and dates provided for distribution, return and delivery.

### **APPROVAL OF ACCOUNTS**

- Reviewed for verification and approval, discussed personal protective equipment allowance, locks purchased for outdoor use to prevent freeze up.

### **ADMINISTRATORS REPORT**

- Details of the report were discussed.

### **BUSINESS ARISING FROM NOVEMBER 6, 2013 MINUTES**

- Items 6-9 on agenda reviewed – MOE inspection report with letter from inspector discussed, Committee impressed with Mr. Mills' commendations.
- The Administrator directed to send letter requesting the urgent review and completion of amendments.
- A staff report refreshed the Committee on information gathered from CIF delegation.

### **UNFINISHED BUSINESS**

- Correspondence from AMO reviewed, WDO funding negotiations with stewards into arbitration.
- MWA issues with Bill 91 and amendments to MHSW program. Position withdrew in later correspondence.

### **NEW BUSINESS**

- A staff report presented information on the Ministry of Labour Inspection Blitz. The field report from this visit was also reviewed.
- The holiday hours will be adjusted to include closing on December 24 & 31 and a Christmas bonus approved for all landfill staff.

## CLOSED SESSION

- A motion to move into closed session was passed at 7:33 p.m. the meeting was held to review 2014 wage increases and the Administrator's evaluation.
- A motion to move out of closed session was passed at 8:08 p.m.

## RESOLUTIONS FROM CLOSED SESSION

- Moved by Doug Weddel, Seconded by Cathy Still, That the TRI R Committee accept the minutes of the closed session of the November 6, 2013 regular meeting as circulated. Carried
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee approve the wage increases, effective January 2014 for landfill staff as identified in the confidential staff report presented December 4, 2013. Carried

The Administrator spoke to the Annual Health and Safety Inspection, which will be presented at the January meeting. Potential projects were also discussed.

The January TRI R meeting rescheduled for January 8, 2014.

## ADJOURNMENT

- A motion to adjourn was passed at 8:14 p.m. The next regular meeting scheduled for January 8, 2014 at 7:00 p.m. Carried.

## RESOLUTIONS

- Moved by Cathy Still, Seconded by Glenn Miller, That the TRI R Committee accept the minutes of the November 6, 2013 regular meeting, as circulated. Carried.
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee approve payment voucher #12-2013 (TRI R Waste Management) in the amount of \$20,634.71 for payment. Carried
- Moved by Cathy Still, Seconded by Doug Weddel, That the TRI R Committee approve the Tender document and instruct the Administrator to expresspost to the qualified dealers as discussed. Carried
- Moved by Rex Smith, Seconded by Pat Hayes, That the TRI R Committee approve the letter addressed to the Ministry of the Environment and direct the Administrator to send expresspost. Carried.
- Moved by Pat Hayes, Seconded by Doug Weddel, That the TRI R Committee approve the holiday schedule for 2013-2014 and direct the Administrator to advertise in the December 15, 2013 issue of the Weekender and that the hours also 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 Glenn Miller, Seconded by Cathy Still, That the TRI R Committee approve a Christmas bonus for staff in the amount of \$150.00 to be paid through the Armour Township payroll system. Carried
- Moved by Cathy Still, Seconded by Glenn Miller, That the TRI R Committee recognize the five years of service for Mark Staples and authorize the increase to 6% vacation pay accrual as well as the third week of vacation effective January 2014. Carried.
- Moved by Cathy Still, Seconded by Glenn Miller, That the TRI R Committee hereby move into closed session at 7:33pm in order to discuss matters pursuant to Section 239 (2)(b) of the Municipal Act. Carried
- Moved by Doug Weddel, Seconded by Cathy Still, That the TRI R Committee accept the minutes of the closed session of the November 6, 2013 regular meeting, as circulated. Carried.
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee approve the wage increases, effective January 2014, for landfill staff as identified in the confidential staff report presented December 4, 2013. Carried
- Moved by Cathy Still, Seconded by Glenn Miller, That the TRI R Committee hereby move out of closed session at 8:08 pm. Carried.
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee adjourn at 8:14 p.m. until the next regular meeting scheduled for January 8, 2014 at 7:00 p.m. Carried.

**The above minutes will not be adopted by the committee until the next regular meeting on January 8, 2014.**