

**TRI R COMMITTEE
MINUTES**

February 13, 2013

The regular meeting of the TRI R Committee was held on Monday February 13, 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, and Doug Weddel.

Staff Members Present: Amy Tilley, Landfill Administrator

APPROVAL OF MINUTES

▶ A motion to accept the minutes of the regular meeting held on January 7, 2013 was passed.

DECLARATION OF PECUNIARY INTEREST - NONE

BUDGET/FINANCIAL

- ▶ Reviewed 2012 Income Statement with final revenue and expenditures. Discussed estimated return.
- ▶ Reviewed 2012 Budget to Actual. Existing reserves were discussed and Committee members will review with their respective councils.

APPROVAL OF ACCOUNTS

- ▶ Items for payment were reviewed and a motion was passed to authorize the payment of the TRI R Waste Management accounts as presented.

ADMINISTRATORS REPORT

- ▶ Items from the monthly report were reviewed.
- ▶ Track warranty was reviewed and options to sell were discussed.

UNFINISHED BUSINESS

- ▶ The 2013 TRI R Employment Policy was reviewed. The inclusion of "Nepotism" clauses was discussed and the Administrator was directed to revise the TRI R Hiring Policy to reflect the discussion. The TRI R Hiring Policy will be reviewed at the March meeting. A motion to approve the TRI R Employment Policy was carried.
- ▶ The performance evaluations will also be reviewed prior to the annual evaluation process.

NEW BUSINESS

- ▶ Quotes for maintenance were reviewed. Furnace maintenance was discussed and the Administrator was directed to contact others.
- ▶ A staff report reviewed the blue box inventory expenditure. WDO Best Practices recommend the sale to residents at less than or equal, therefore the price will remain at \$5. Prior to restocking, a full review should be completed.
- ▶ A staff report presented a request for Health & Safety training and the motion was carried.

CLOSED SESSION

- ▶ A motion to move into closed session was passed at 7:40 p.m. the meeting was held to review staffing.
- ▶ A motion to accept the minutes of the closed meeting held January 7, 2013 was passed.

- ▶ A motion to move out of closed session was passed at 7:46 p.m.

RESOLUTIONS FROM CLOSED SESSION

- ▶ A motion to approve the requirements of a Return to Work Plan was passed.

ADJOURNMENT

- ▶ A motion to adjourn was passed at 7:50 p.m. The next regular meeting scheduled for March 6, 2013 at 7:00 p.m.

RESOLUTIONS

- ▶ Moved by Cathy Still, Seconded by Doug Weddel, That the TRI R Committee accept the minutes of the January 7, 2013 regular meeting, as circulated. Carried.
- ▶ Moved by Glenn Miller, Seconded by Cathy Still, That the TRI R Committee approve payment voucher #2-2013 (TRI R Waste Management) in the amount of \$23,336.34 for payment. Carried
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee approve the Employment Policy as presented by the Administrator. Carried.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee authorize the Administrator to enrol Andrew Ukrainec in the Basic Certification Training and agree to cover all associated out of pocket expenses for the days in training. Carried.
- ▶ Moved by Cathy Still, Seconded by Glenn Miller, That the TRI R Committee hereby move into closed session at 7:40 p.m. 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 closed session of the January 7, 2013 regular meeting, as circulated.
- ▶ Moved by Doug Weddel, Seconded by Cathy Still, That the TRI R Committee hereby move out of closed session at 7:46 p.m. Carried.
- ▶ Moved by Glenn Miller, Seconded by Rex Smith, That the TRI R Committee recognize the requirements of a Return to Work Plan as identified in the Confidential Staff Report presented.
- ▶ Moved by Doug Weddel, Seconded by Rex Smith, That the TRI R Committee adjourn at 7:50 p.m. until the next regular meeting scheduled for March 6, 2013 at 7:00 p.m. Carried.

The above minutes will not be adopted by the committee until the next regular meeting on March 6, 2013.

Bob MacPhail, Chairperson