

TRI R COMMITTEE MINUTES

July 3, 2013

The regular meeting of the TRI R Committee was held on Wednesday July 3, 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 Weddell, Pat Hayes.

Staff Members Present: Amy Tilley, Landfill Administrator

APPROVAL OF MINUTES

- ▶ A motion to accept the minutes of the regular meeting held on June 5, 2013 was passed.

DECLARATION OF PECUNIARY INTEREST - NONE

BUDGET/FINANCIAL - BUDGET AND PAYLIST DISTRIBUTED AT THE JULY 3, 2013 MEETING

- ▶ An up-to-date review of the expenses and revenue in Waste Management Budget lead to a discussion on quality control of bale production as well as opportunities with other municipalities.

APPROVAL OF ACCOUNTS

- ▶ The current pay-list was reviewed and payments approved.

ADMINISTRATORS REPORT

- ▶ The report was reviewed with further discussion as agenda items.

BUSINESS ARISING FROM JUNE 5, 2013 MINUTES

- ▶ A staff report presented information from the demo on the JCB 225T. The staff appreciated the opportunity to review the equipment and all were impressed with handling, visibility and the access for preventative maintenance and daily inspection. The Administrator was directed to arrange for the operators to test drive the other machines at the site and contact committee members for review. Continue preventative maintenance on existing equipment and reinforce limited use.
- ▶ A staff report reviewed information in regards to the solar farm cardboard from the west site.
- ▶ Contest entries were reviewed and the discussed. Members voted on the list provided. The Administrator will arrange for prizes to be distributed with acknowledgements for all entries. The 1st and 2nd place winners will be advised when to expect their ads in the newspaper.

NEW BUSINESS

- ▶ A staff report presented information on the proposed revisions to the Waste Diversion Act. The timeline for implementation was discussed, as well as the anticipated affect it may have on the TRI R facility.
- ▶ The technical briefing from the Ministry of the Environment was also reviewed as information in regards to the proposed Waste Reduction Act.
- ▶ A staff report presented requests from the Arena Board and Fire Board in regards to the Employment Policy and Performance evaluation forms. The Landfill Administrator was advised by members of the TRI R, who also sit on the other shared service boards that the items had been differed and a special meeting will be scheduled for a full review and discussion. Issues with the "Casual Employee" definition were discussed and a motion to amend for 2013 season was carried. The Administrator was directed to take of the change for the

Employment Policy Review. The Employment Policy Review Committee will be established at the August TRI R meeting.

- ▶ The Arena Board resolution will be rescinded at the next meeting.
- ▶ The draft TRI R Appraisal Form will be retained for the special meeting. Information from research should also be retained for the review.
- ▶ A staff report presented items for review with regard to the Waste Management Bylaws. Committee members will review items with their respective councils and brought back for discussion at the August TRI R meeting.

UNFINISHED BUSINESS

- ▶ An email to the District Manager of the Ministry of the Environment was reviewed and discussed. Further options were discussed and the Administrator was given follow up direction.

ADJOURNMENT

- ▶ A motion to adjourn was passed at 8:04 p.m. The next regular meeting scheduled for August 7, 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 June 3, 2013 regular meeting, as circulated. Carried.
- ▶ Moved by Rex Smith, Seconded by Pat Hayes, That the TRI R Committee approve payment voucher #7-2013 (TRI R Waste Management) in the amount of \$16,787.23 for payment. Carried
- ▶ Moved by Pat Hayes, Seconded by Doug Weddel, That the TRI R Committee has reviewed the contests entries and identifies the winners as listed below: 1st (\$100) #2, 2nd (\$50) #9, 3rd (\$25), #1, honourable mentions (\$10). Carried
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee has recognized the need for a Casual Employee as defined by the TRI R Employment Policy and;
Whereas the definition of Casual Employee does not allow for a predetermined work arrangement or a commitment of hours; however the elimination of one full time position has created the need for a predetermined work arrangement for the Casual Employee,
Therefore be it resolved that the TRI R Committee authorize the Administrator to establish a work arrangement with the Casual employee to ensure the health and safety of the full time employees. The work arrangement shall not exceed the work week of a full time employee or give hours to a casual employee of which the full time employees may be entitled. Carried.
- ▶ Moved by Doug Weddel, Seconded by Pat Hayes, That the TRI R Committee adjourn at 8:04 p.m. until the next regular meeting scheduled for August 7, 2013 at 7:00 p.m. Carried.

The above minutes will not be adopted by the committee until the next regular meeting on August 7, 2013.

Bob MacPhail, Chairperson