

**TRI R COMMITTEE
MINUTES**

June 5, 2013

The regular meeting of the TRI R Committee was held on Wednesday June 5, 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 absent.

Staff Members Present: Amy Tilley, Landfill Administrator, Mark Staples Site Manager

APPROVAL OF MINUTES

- ▶ A motion to accept the minutes of the regular meeting held on May 1, 2013 was passed.

DECLARATION OF PECUNIARY INTEREST - NONE

BUDGET/FINANCIAL

- ▶ Reviewed 2013 expenses to date May 31, 2013. Equipment maintenance to be reviewed prior to scheduling repair.

APPROVAL OF ACCOUNTS

- ▶ The current pay-list was reviewed and payments approved.
- ▶ Item # 4 was provided as information as payments were made between pay-lists.
- ▶ A quote for repair on the Packer was reviewed and the Site Manager discussed the issues. As the Packer is a leased machine the preventative maintenance and scheduled service should be reinforced.

ADMINISTRATORS REPORT

- ▶ Items from the monthly report were reviewed.
- ▶ With assistance from Charlene in the Armour Office, superhero contest will be going home with each of the students from M.A. Wittick and Land of Lakes.

BUSINESS ARISING FROM MAY 1, 2013 MINUTES

- ▶ A staff report presented options for rental, leasing, or purchase to replace the site skid steer. Pricing came from four dealers, John Deere, Bobcat, JCB, Kubota. The existing machine was discussed and reviewed, as well as the duties it performs. The 2013 budget was discussed and the replacement differed to the 2014 budget. The Administrator was directed to research specific machines and arrange for the operators to test drive the short list. The preventative maintenance schedule on existing equipment should be reinforced and all heavy duty jobs minimized.
- ▶ A staff report reviewed information in regards to the solar farm cardboard. The size of the material and the unscheduled drop offs made it difficult to maintain the regular routine and deal with the existing scheduled deliveries. Because of the manual labour involved in processing the high volume of material, the cost of a potential lost time injury was compared to the estimated revenue. The cardboard from the East Solar Farm will not be accepted. The process will be reviewed and a plan put in place to ensure the West Solar Farm material can be processed at the facility.
- ▶ Summer students were interviewed and recommendations for hiring were presented in a staff report. A motion was made in support of the recommendation and the Administrator was directed to request approval for hiring students from the three councils.

NEW BUSINESS

- ▶ An email from a local resident presented issues with the new pass program. As the resident deals with a private contractor from garbage collection, they were directed to discuss their issues with the contractor. The Administrator was directed to contact the private contractor and review the new system with them again.

UNFINISHED BUSINESS

- ▶ An email from Genivar presented results from the May Water Monitoring Program. Improvements were noted. The need to revisit the residential wells along our section of Chetwynd Road was also reviewed.
- ▶ The Emergency Response Plan was presented for annual review and the Administrator was directed to forward to the Fire Prevention Officer for review.

CLOSED SESSION

- ▶ A motion to move into closed session was passed at 8:17 p.m. the meeting was held to review staffing.
- ▶ A motion to move out of closed session was passed at 8:42 p.m.
- ▶ The Administrator will review goals and objectives with the site staff and discuss the importance of reports and documentation.

RESOLUTIONS FROM CLOSED SESSION

- ▶ A motion to accept the minutes of the closed meeting held April 3, 2013 was passed.

ADJOURNMENT

- ▶ A motion to adjourn was passed at 8:45 p.m. The next regular meeting scheduled for July 3, 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 May 1, 2013 regular meeting, as circulated. Carried.
- ▶ Moved by Glenn Miller, Seconded by Cathy Still, That the TRI R Committee approve payment voucher #6-2013 (TRI R Waste Management) in the amount of \$28,125.98 for payment. Carried
- ▶ Moved by Glenn Miller, Seconded by Cathy Still, That the TRI R Committee authorize the Administrator to arrange a trip for the site staff to view and operate the JCB 225T and agree to cover all associated out of pocket expenses for same. Site staff that are not scheduled to work will be paid for a six(6) hour day. Carried
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee supports the recommendation for hiring as identified in the staff report presented and recommend authorization be given by the three municipal councils. Carried.
- ▶ Moved by Cathy Still, Seconded by Doug Weddel, That the TRI R Committee hereby move into closed session at 8:17 p.m. in order to discuss matters pursuant to Section 239 (2)(b) of the Municipal Act. Carried
- ▶ Moved by Glenn Miller, Seconded by Cathy Still, That the TRI R Committee accept the minutes closed session of the April 3, 2013 regular meeting, as circulated. Carried
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee hereby move out of closed session at 8:42 p.m. Carried.
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee adjourn at 8:45 p.m. until the next regular meeting scheduled for July 3, 2013 at 7:00 p.m. Carried.

The above minutes will not be adopted by the committee until the next regular meeting on May 1, 2013.

Bob MacPhail, Chairperson