

TRI R COMMITTEE MINUTES

September 4, 2013

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

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

Staff Members Present: Amy Tilley, Landfill Administrator

APPROVAL OF MINUTES

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

DECLARATION OF PECUNIARY INTEREST - NONE

BUDGET/FINANCIAL

- Date of report reviewed and discussed. Fourth quarter should see most accounts in line with projection.
- Equipment maintenance accounts were reviewed, continue to maintain and review for 2014.

APPROVAL OF ACCOUNTS

- The payment of accounts was presented for approval. Packer repairs were reviewed and further repairs discussed. Health and safety supplies were discussed and the Administrator was directed to review eye wash requirements.

ADMINISTRATORS REPORT

- Details of the report were discussed.

BUSINESS ARISING FROM August 7, 2013 MINUTES

- A staff report presented items for discussion and review in order to begin preparations for the 2014 budget. Free bag limits were discussed and reviewed and the Administrator was directed to review/audit commercial waste. Research and review policies with other municipalities.
- The Full User Pay program will not be pursued; reducing tags would be the preferred option. The passes implemented in 2013 will continue for 2014. When the landfill reaches the approved contours and the requirement to transport residential waste to another certified facility, full user pay may be the only solution.
- Each municipality will review the pass program and Waste Management bylaw to ensure definitions are accurate.
- The partial user pay was discussed in relation to building permits, trailer fees and other vacant land.
- Fees for steel and electronics were discussed and options reviewed. The Administrator was directed to note this change for implementation. The Electronic Stewardship may not be a good fit, proceed with other alternatives.
- Construction and demolition material will be accepted with requirements for sorting and observation of the existing bylaw.
- The tire program was also discussed and the changes that should be implemented.
- The 2014 site staffing requirements were reviewed. The Administrator will establish the projection based on the information provided.
- Health and Safety training will be researched and reviewed for 2014.
- Equipment replacement was reviewed and options will be reviewed at the October TRI R meeting.

- The Site Manager will be registered for attending the MOLO Course in October 2013. Online options will be reviewed.
- A report on fuel delivery and consumption was reviewed.
- The Employment Policy Review period will be extended in order to gather other information. Current policy will be effective until December 31, 2013. Evaluation forms for the Shared Service Employees will be reviewed at the Fall TRI Council meeting. The Administrator requests an Organizational Chart be established for the Shared Service Employees.

NEW BUSINESS

- An email was received in regards to grinding equipment. This machine would grind waste wood into mulch for gardens. The Administrator will contact the company for more information.

CLOSED SESSION

- A motion to move into closed session was passed at 9:00 p.m. the meeting was held to discuss site staffing.
- A motion to move out of closed session was passed at 9:18 p.m.

RESOLUTIONS FROM CLOSED SESSION

- Moved by Rex Smith, Seconded by Doug Weddell, That the TRI R Committee hereby move into closed session at 9:00p.m. in order to discuss matters pursuant to Section 239 (2)(b) of the Municipal Act.
- Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee accept the minutes of the closed session of the June 5, 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 9:18p.m. Carried

ADJOURNMENT

- A motion to adjourn was passed at 9:22 p.m. The next regular meeting scheduled for October 2, 2013 at 7:00 p.m.

RESOLUTIONS

- Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee accept the minutes of the August 7, 2013 regular meeting, as circulated. Carried.
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee approve payment voucher #9-2013 (TRI R Waste Management) in the amount of \$20,467.17 for payment. Carried
- Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee authorize the registration and attendance of the Landfill Manager at the Manager of Landfill Operations Certification Course and agree to cover all associated out of pocket expenses for same. Carried
- Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee grant an extension to the Employment Policy Review until the next regular scheduled meeting on October 2, 2013. Carried.
- Moved by Rex Smith, Seconded by Doug Weddel, recognize the damage to an employee vehicle was caused by lack of maintenance and as such will reimburse the employee as discussed in the closed session meeting. Carried.
- Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee supports the recommendation to revise the employment status of the casual/temporary employee. Carried
- Moved by Doug Weddel, Seconded by Pat Hayes, That the TRI R Committee adjourn at 9:22 p.m. until the next regular meeting scheduled for October 2, 2013 at 7:00 p.m. Carried.

The above minutes will not be adopted by the committee until the next regular meeting on October 2, 2013.

Bob MacPhail, Chairperson