

TRI R COMMITTEE MINUTES

September 7, 2011

The regular meeting of the TRI R Committee was held on Wednesday, September 7, 2011 at the Armour Township Office and called to order at 7:05 p.m.

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

Staff Members Present: Amy Tilley, Landfill Administrator, Marlene Bennett, Site Attendant, Andrew Ukrainec, Site Attendant

APPROVAL OF MINUTES

- ▶ A motion to accept the minutes of the regular meeting held on August 3, 2011 was passed.
- ▶ A motion to accept the minutes of the special meeting held on August 12, 2011 was passed.
- ▶ A motion to accept the minutes of the special meeting held on August 26, 2011 was passed.

DECLARATION OF PECUNIARY INTEREST - None

BUDGET AND FINANCIAL

- ▶ The Landfill and Recycling budget as of August 31, 2011 was reviewed and discussed. A question was raised about the date "as of December 31, 2011" and the Administrator explained the accounting system will provide 2010 information based on the "as of" date. If the committee wished to see where we were in August 2010 as a comparison to 2011, the "as of" date can be changed for that purpose.
- ▶ A quote for repairs to the forklift was presented and reviewed and the Administrator was questioned on the work to date. A committee member volunteered to review the issues with the forklift prior to any other repairs.
- ▶ Quotes for skid steer tracks and drive sprockets were reviewed. The Administrator was directed to purchase. This purchase will be applied to the Landfill Equipment Maintenance budget.

APPROVAL OF ACCOUNTS

- ▶ A review of invoices submitted by GB's Maintenance led to further discussion on equipment maintenance and repair. A motion to approve was passed.

ADMINISTRATORS REPORT

- ▶ The Administrator made the committee aware of a scheduled Minister of Labour inspection. The site staff is complying with the safety procedures and the inspection is welcomed.
- ▶ The Administrator will attend the MWA course, Markets and Marketing.

BUSINESS ARISING FROM THE August 3, 2011 MINUTES

- ▶ A staff report was presented as an update for the work on the building renovation and Dock. The committee agreed to install a steel safety rail on the dock as a measure of accident prevention. Miller Tree Service will increase their invoice for the purchase and installation to a maximum of \$3,000.00.
- ▶ A quote for a ramp at the north entrance of the building was discussed and the Administrator was directed to wait until spring. The material is starting to pack down and the ramp may not be necessary.
- ▶ A staff report outlining the changes to the employment policy was presented and it was recommended that committee be given time to review the document until the next regular meeting. The process of review was discussed and the Administrator apologized for not bringing the employment policy amendments to the committee sooner.

UNFINISHED BUSINESS

- ▶ A staff report was presented along with a response from Premier North Ltd. The committee recognized the need for a registered land survey and requested Area E be removed from the project. A resolution was passed awarding the contract to Premier North Ltd.

NEW BUSINESS

- ▶ A staff report was presented as information regarding Strong Township Landfill and the Ontario Electronic Stewardship. The Administrator will research and report back.

CORRESPONDENCE

- ▶ MWA fall workshop is scheduled for October 27, 2011 and the Administrator was directed to attend.

ADJOURNMENT

- ▶ A motion to adjourn was passed at 8:38 p.m. The next regular meeting scheduled for October 5, 2011 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 3, 2011 regular meeting, as circulated. Carried.
- ▶ Moved by Doug Weddel, Seconded by Rex Smith, That the TRI R Committee accept the minutes of the August 12, 2011 special meeting, as circulated. Carried.
- ▶ Moved by Doug Weddel, Seconded by Rex Smith, That the TRI R Committee accept the minutes of the August 26, 2011 special meeting, as circulated. Carried.
- ▶ Moved by Glenn Miller, Seconded by Pat Hayes, That the TRI R Committee acknowledge that the equipment maintenance account borders on exceeding the budgeted amount and that equipment repairs are inevitable. The Committee directs the Administrator to proceed with repairs as necessary. Carried.

- ▶ Moved by Pat Hayes, Seconded by Rex Smith, That the TRI R Committee approve payment voucher #9-2011 (landfill) in the amount of \$107,959.05 and #9-2011 (recycling) in the amount of \$14,159.15 for payment. Carried
- ▶ Moved by Rex Smith, Seconded by Glenn Miller, That the TRI R Committee authorize the Landfill Administrator to attend the Markets and Marketing course hosted by the MWA and agree to cover all associated out of pocket expenses for the same. Carried.
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee extend the time line for employment policy review and request the following information be brought to the October 5, 2011 meeting. Carried.
- ▶ Moved by Rex Smith, Seconded by Doug Weddel, That the TRI R Committee accept the proposal as presented by Premier North Ltd., for Slope Closure and Mantle Repair at a cost of \$41,575.00 plus tax and direct the Administrator to proceed with the project. Carried.
- ▶ Moved by Glenn Miller, Seconded by Pat Hayes, That the TRI R Committee adjourn at 8:38 p.m. until the next regular meeting scheduled for October 5, 2011 at 7:00 p.m. Carried.

The above minutes will not be adopted by the committee until the next regular meeting on October 5, 2011.

Bob MacPhail, Chairperson