

THE CORPORATION OF THE TOWNSHIP OF HORTON

Waste Management Committee Meeting

March 25, 2011

There was a meeting of the Waste Management Committee held in the Municipal Council Chambers on Friday, March 25, 2011. Present were Chair Jamey Larone, Mayor Don Eady and John Wilson. Staff present was Municipal Infrastructure Manager Jeff Schruder, Public Works Superintendent Rod Eady and CAO/Clerk Mackie McLaren.

1. CALL TO ORDER

Chair Jamey Larone called the meeting to order at 1:00 P.M.

2. DECLARATION OF PECUNIARY INTEREST

There was no declaration of Pecuniary Interest by members of the Committee.

3. MINUTES OF:

FEB 2, 2011 JOINT COMMITTEE MEETING WITH ADMASTON/BROMLEY

FEB 9, 2011 REGULAR COMMITTEE MEETING

FEB 14, 2011 JOINT RECYCLING MTG. WITH MCNAB-BRAESIDE

FEB 17, 2011 COMMITTEE MEETING

Chair Larone reviewed the Meeting Minutes for the four meetings held during February. These minutes had already been approved by Council.

4. BUSINESS ARISING

Chair Larone asked if the fluorescent bulbs have been sent to the store in Pembroke to be recycled. Municipal Infrastructure Manager Jeff Schruder said that they are going to go to the Home Depot Store in Pembroke and they have been bundled to make the trip but not yet taken.

Chair Larone asked when Stantec Consulting is starting the Joint Recycling Study with McNab/Braeside. The CAO/Clerk Mackie McLaren said he has not heard but will find out. Mayor Eady noted that in the Minutes there was discussion about accepting E-Waste from Commercial Properties outside of the Township. It is noted that in our Application for Expansion with MOE, that application limits waste to only come from Horton. However with the E-Waste Depot he was under the impression that we could accept from anywhere. Municipal Infrastructure Manager Jeff Schruder said that he would get an opinion from Lance Larkin our MOE contact in Ottawa.

SITE MAP AND INFORMATION SHEET TO HANDOUT

Jeff Schruder presented a draft of the site plan and a list of materials to be collected in various areas of the Landfill Site for comment. Now he agreed to make the changes that were suggested by the members.

EMERGENCY PLAN FOR LANDFILL SITE

Municipal Infrastructure Manager Jeff Schruder reported that Steve Osipenko the Community Emergency Management Coordinator (CEMC) has submitted an Emergency Plan for Forrest Fires and the Land Fill Site that is part of our Emergency Plan Document. He also has a list of equipment operators on hand in the event there is a need for construction equipment to put out a fire. Mayor Eady noted that an MNR Representative is coming to make a presentation to the Fire Committee on the Forrest Fire Fighting Agreement.

5. DELEGATIONS

DAVID BENNETT - REGRIND TENDER

Mr. Bennett was present to request reconsideration of the Committee's recommendation to extend the current regrind contract another 3 years. The contract expires April 30, 2011. He suggested there were three reasons why the Township should reconsider:

1. Over the last three years the tender called for twice a year regrinding which was not adhered to and this means savings to the Contractor; the contract should have been adhered to.
2. As a Horton and Renfrew business person he believes that the Township should deal locally.
3. He believes there is an issue of transparency. He doesn't feel that it's fair to look at something three years old and extend the contract if the price stays the same. He described his grinding operation and customers to the committee; he said that only one machine is required as his machine can grind as well as a tub grinder. He has noted that we have asked if the contract is extended that there be a tub grinder for the clean wood. Mayor Eady said that one reason we went to the current company is that we could have everything ground, box springs, mattresses, furniture etc. He asked if Mr. Bennett's Grinder can do this work? Mr. Bennett said yes that it can grind anything up to 1/4 inch steel. The former owner of National Grinding had a fire in the equipment and he now imports water to resolve this. He noted the biggest piece of ground material is 3" and a sofa bed can be ground but it takes more work to do it. They do spend two or three hours before sorting the pile at no charge.

Mayor Eady said that the size of the piece that comes from out of the grinder doesn't have to be small as anything ground will compost. John Wilson said he didn't understand why the Council considered the contract extension as the committee still had not received all the information they were waiting for before making a recommendation. Chair Larone thanked Mr. Bennett and agreed to inform him of the decision. Mr. Bennett says that he has a power point presentation in development that can be viewed by the committee when it is ready. Mr. Bennett left the meeting

6. REGRIND TENDER FAST EDDIE'S WRITTEN ACKNOWLEDGEMENT TO EXTEND FOR 3 YEARS

The committee reviewed a letter drafted by the CAO/Clerk Mackie McLaren requesting Fast Eddie to put in writing his agreement to extend the contract for an additional three years. John Wilson said that the committee should recommend the extension but Council may want to consider the need for a tender and that is fine. Chair Larone asked if there were any issues with the workmanship of the Fast Eddie's Company. Rod Eady said the only issue is timing but when he does come the job is done quickly. Jeff Schruder added that twice a year was a requirement in the contract to keep the site cleaner and Rod Eady added that it is to control a potential Fire Hazard. Chair Larone noted that the twice a year requirement was in the contract which was never carried out, should we require it or is one grinding enough. Mayor Eady asked if we needed legal clarification before we make a recommendation to Council.

After discussion the CAO/Clerk was requested to phone Ed Como and explain that the offer that he sent was from the Committee only and not from Council and a decision to Council will go to Council and Council will either accept or reject our recommendation. If there is an issue with Fast Eddie that he considered it that he was accepting a contract offer then the CAO/Clerk will contact the Chair to arrange another committee meeting. Chair Larone asked for confirmation from the committee members to the original recommendation to extend the contract for three years for \$14,000.00 all members agreed.

Mayor Eady asked Jeff Schruder to draft up an explanation which will go out in the Council Meeting package giving the History of this committees offer to extend the

contract. John Wilson said that if there was a question at Council then maybe they should consider a one year extension so that we can organize a tender for the following year.

7. MONTHLY CALENDAR –
BUDGET VS ACTUAL

Mayor Eady noted the draft 2011 Budget was presented at the last meeting and he reviewed some possible changes to the draft.

MAINTENANCE OF PROPERTY & EQUIPMENT

Public Works Superintendant Rod Eady reported that they have discovered there is one more adjustment left in the clutch for the Garbage truck and it will be looked at in the spring. There was water pooling around the Garbage Truck and that has been resolved and the access roads in the site are good.

AD FOR SUMMER HOURS

The CAO/Clerk Mackie McLaren reported that the Ad for Summer Hours is in this week's Renfrew Newspaper. Summer Hours change on Saturday, April 2.

INVOICES, REVENUE & RECEIVABLES

Mayor Eady reviewed a memo from Acting Treasure Jennifer Barr explaining how we will be going from a Manual Invoicing System to a Computerized Accounts Receivable Invoice System. The new system will auto calculate interest monthly and it will be all encompassing not individual invoices, i.e. if a company had two or three different invoices during the month from different departments it may not identify specific departments but she wouldn't know until she has it set up. The payments will go to the applicable department; the principal would show against the department, interest may go to a general account for any late payment.

Chair Larone asked how we flag a company who is in arrears so that they don't dump at the Landfill Site encouraging further cost to the Township. Acting Treasure Jennifer Barr said that service policies could be developed that when a limit is reached she would tell the Waste Employee not to permit that company into the site. She said that the next step would be to see if we could add any outstanding amount owing to the Tax Roll. An investigation would have to see if we have the authority to do so. The only other option would be small claims court. Mayor Eady asked if Ms. Barr could come up with a policy on this to be considered by Council. He also added that he believes the Interest Rate By-law said that interest is added monthly rather than every 30 days. The CAO/Clerk is to check this. Ms. Barr said that the best way to consider this is for a review of the entire Fees and Charges By-law which she would recommend. Chair Larone asked if we should have a deposit system. Ms. Barr agreed that we could keep a deposit on file for as long as that company could be delivering waste to the Municipality over the years.

8. CORRESPONDENCE

The following correspondence was reviewed by the committee.

- BEAUMEN - MEET TO DISCUSS PURCHASE OR FURTHER OPTIONS – MEETING NOW SET FOR APRIL 1 AT 10 AM AT MAT-TE-WAY CENTRE

The Committee agreed to authorize Chair Larone, Mayor Eady and Acting Treasurer Jennifer Barr to attend the April 1st, 2011 meeting.

- BEAUMEN - CONTAMINATION OF ROLL OFF BIN
- MOE FUNDING FOR NEW HAZARDOUS WASTE & CALL FOR AGENCY TO DELIVER PROGRAM

- OWMA STEWARDSHIP ONTARIO PROPOSAL FOR MHSW #1 & #2 FUNDING
- JOE HALL & VARIOUS MUNICIPALITY CHAIN EMAILS ON CIF & JOINT MEETING ON C & D WASTE GRINDING
- STEWARDSHIP ONTARIO – NEWSLETTER FEB 18 2011
- ADMASTON/BROMLEY – DECLINE FROM PARTNERING ON RECYCLING FACILITY

9. FINDLAY BARR RESPONSE TO OUR OFFER TO PURCHASE TIMBER RIGHTS

Chair Larone asked if we had received further information from Mr. Barr. Mayor Eady said that Findlay Barr was the former owner of the property which is now the Landfill Site and he retained the Timber Rights when he sold the land for our Landfill Site. The Township has had the timber appraised at forty thousand; the counter offer is thirty thousand based on a fifteen thousand dollar payment in 2011 and a fifteen thousand dollar payment in 2012. There is no interest.

Mayor Eady also reviewed the need to develop a Forest Management Plan for the trees at the Landfill Site and also along our Township Roads. Mayor Eady said that he is in favor of purchasing the Timber Rights for the Thirty Thousand dollar amount with the terms requested.

Moved by Mayor Don Eady, Seconded by John Wilson

That the Waste Management Committee recommend to Council that they accept the counter offer of Findlay Barr for the Township to purchase the Timber Rights for the property now used for our Landfill Site from Mr. Barr at a cost of \$30,000.00. The first \$15,000.00 to be paid in 2011 and the final \$15,000.00 to be paid in 2012, there is no interest.

Carried

10. CIF PROMOTION & EDUCATION GRANT – COPY OF APPLICATION AND P&E DRAFT PLAN

The CAO/Clerk Mackie McLaren presented information that he drafted which has been submitted for a \$5000.00 Grant for a Promotion and Education Study of our Blue Box Program. Also required was a Communication Plan and a draft has been prepared using the templates supplied by the CIF Funding Fund. The CAO/Clerk was requested to bring back the draft documents for discussion at the next meeting.

11. EXPANSION STUDY DRAFT C OF A – COMMENTS FROM STANTEC & GOLDER

The CAO/Clerk reported that the Township has now received the draft C of A for our Expansion Application and we have been provided an opportunity to comment. Both Stantec and Golder have reviewed the C of A and have offered a number of comments. These comments were listed in the information presented to the committee and they have now been submitted to the Ministry of Environment for consideration.

12. FEB 15, 19, 22 & 26, MARCH 1, 5, 8 & 12 LISTS OF PERSONS COMING TO LANDFILL SITE

The Committee reviewed the list of persons coming to the Landfill Site for this time period.

13. OTHER BUSINESS

Municipal Infrastructure Manager Jeff Schruder presented a graph on the Monthly Recycling Tonnage Volume and the Annual Waste Received and the Diversion by Volume Achieved.

Mayor Eady reported on a meeting that was held in the Town of Renfrew with neighboring municipalities to hear a presentation from a company called Try Recycling. They receive construction and demolition materials that will be ground and will be disposed of offsite. This would require us to set up an area for shingles, an area for drywall, an area for clean wood and brush which we have now. There can be no creosote or pressure treated wood but any other wood is permissible. He informed the committee that he has made contact with the presenter this morning to ask for more information on what could be taken and what could not. He noted that the Ottawa Valley Waste Recovery Centre is also looking at this program. There would be a cost involved to ship the materials from our landfill site to their facility for their disposal. He suggested we may want to consider hosting a presentation in Horton with more Municipalities from the area that were not present at the Renfrew Meeting.

14. NEXT MEETING

The committee agreed the next meeting would be Wednesday, April 13, 2011 at 2:00 P.M.

15. CONFIRMING RESOLUTION

Moved by Rod Eady, seconded by Jeff Schruder

That the Committee pass this confirming resolution to cover any actions or directions given during the open portion of this Committee Meeting which are minor in nature and which were not set out in By-law or Resolution.

Carried.

16. ADJOURNMENT

Moved by John Wilson, Seconded by Rod Eady

That this Committee Meeting be adjourned at 3:33 P.M.

Carried.

CHAIR

CAO/Clerk