

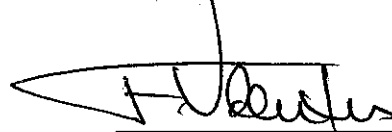
REPORT NO. 208 of the
ENVIRONMENT, TRANSPORTATION & PUBLIC SAFETY
STANDING COMMITTEE
of its meeting held April 23, 2014

Present: **Councillor J. Gignac**
 Councillor A. Halberstadt
 Councillor R. Jones
 Councillor H. Payne
 Councillor F. Valentinis, Chair


That the following recommendations of the Environment, Transportation and Public Safety Standing Committee **BE APPROVED:**

Moved by Councillor Halberstadt, seconded by Councillor Jones,
THAT the minutes of the Essex-Windsor Solid Waste Authority Board Meeting held February 4, 2014 **BE RECEIVED** for information.
Carried.
Councillor Payne was absent at the time the vote was taken.

Clerk's Note: The minutes of the Essex-Windsor Solid Waste Authority Board Meeting held February 4, 2014 are attached as background information.

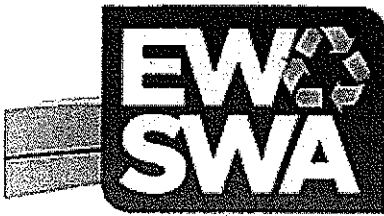


CHAIRPERSON



SUPERVISOR OF COUNCIL SERVICES

NOTIFICATION:				
Name	Address	Email Address	Phone	FAX



Essex-Windsor Solid Waste Authority Board Meeting Minutes

Essex County Civic and Education Centre - Meeting Room C
Tuesday February 4, 2014
In-Camera Meeting Start Time 4:15 PM
Regular Meeting Scheduled for 4:30 PM

Attendance

Board Members:	Tom Bain	County of Essex
Vice Chair	Ron McDermott	County of Essex
	Wayne Hurst	County of Essex
	Alan Halberstadt	City of Windsor
Chair	Drew Dilkens	(Alt. to Mayor Francis) City of Windsor
	Bill Marra	City of Windsor
	Hilary Payne	City of Windsor
	Ed Sleiman	City of Windsor

Absent:	Ed Francis	City of Windsor
	Ken Antaya	County of Essex

EWSWA Staff:	Eli Maodus	General Manager
	Michelle Bishop	Manager of Finance and Administration
	Katherine Hebert	Executive Secretary
	Cameron Wright	Manager of Waste Diversion
	Ralph Reiser	Manager of Waste Disposal

County of Essex Staff:	Rob Maisonville	Treasurer / Director of Corporate Services
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City of Windsor Staff:		None
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1. IN-CAMERA AGENDA (Attached Separately) - 4:15 PM

Moved By Alan Halberstadt

Seconded By Tom Bain

THAT the Board move into an In-Camera meeting as permitted by the Municipal Act for the purposes of discussing a personnel matter.

CITY OF WINDSOR
COUNCIL SERVICES

—CARRIED UNANIMOUSLY
1-2014

MAR 14 2014

RECEIVED

Moved By Ed Sleiman
Seconded By Bill Marra
THAT the Board move out of the In-Camera session at 4:35 PM.

--CARRIED UNANIMOUSLY
2-2014

2. CALL TO ORDER – 4:38 PM

A) Election of a Chair and Vice-Chair for 2014

The General Manager called for nominations for a Board Chair from among the City of Windsor representatives.

Mr. Sleiman nominated Drew Dilkens for Board Chair. Mr. Payne seconded the nomination.

The General Manager called 2 additional times for nominations for the position of Board Chair. None were noted. He then questioned Mr. Dilkens whether he would stand for the Board Chair position.

Mr. Dilkens accepted the nomination.

Moved By Bill Marra
Seconded By Wayne Hurst
THAT City Councillor Drew Dilkens be named as Board Chair for the period ending on December 31, 2014.

--CARRIED UNANIMOUSLY
3-2014

Mr. Dilkens assumed the Chair position and continued the election process.

The Chair called for nominations for a Board Vice-Chair from among the County of Essex representatives.

Mr. Hurst nominated Ron McDermott for Board Vice-Chair. Mr. Bain seconded the nomination.

The Chair called 2 additional times for nominations for the position of Board Vice-Chair. None were noted. He then questioned Mr. McDermott whether he would stand for the Board Vice-Chair position.

Mr. McDermott accepted the nomination.

Moved By Bill Marra

Seconded By Wayne Hurst

THAT County Councillor Ron McDermott be named as Board Vice Chair for the period ending on December 31, 2014.

--CARRIED UNANIMOUSLY
4-2014

The Chair declared the election period closed and proceeded with the meeting.

3. DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest noted.

4. APPROVAL OF THE MINUTES

A) December 3, 2013 EWSWA Board Regular Meeting Minutes

Moved By Wayne Hurst

Seconded By Alan Halberstadt

THAT the minutes from the Essex-Windsor Solid Waste Authority meeting dated December 3, 2013 be approved and adopted.

--CARRIED UNANIMOUSLY
5-2014

5. BUSINESS ARISING FROM THE MINUTES

A) Update on Soliciting ICI Refuse and Related Revenue

Moved By Ed Sleiman

Seconded By Tom Bain

THAT the report pertaining to the soliciting of ICI Refuse and Related Revenue be received for information purposes.

—CARRIED UNANIMOUSLY

6-2014

6. CORRESPONDENCE

There were no correspondence items for review.

7. DELEGATION

There were no delegations present.

8. WASTE DISPOSAL ISSUES

A) Update on Regional Landfill Methane and Electricity

Mr. Payne questioned what is the general status across Ontario with regard to landfills and methane-to-electricity generation.

The General Manager indicated that IGRS has other landfill contracts in Ontario - Niagara and Ottawa are two of them.

The Manager of Waste Disposal noted that there are several landfills that are already generating electricity, but there are also many, like the Authority still waiting for grid space and project approval.

Moved By Bill Marra

Seconded By Wayne Hurst

THAT the report pertaining to the Regional Landfill Methane and Electricity Generation be received for information purposes.

--CARRIED UNANIMOUSLY

7-2014

9. WASTE DIVERSION ISSUES

A) Award of the Contract for the Screening of Compost

Mr. Sleiman questioned whether the screening process was something that was necessary or whether the Authority could market the compost without that process undertaken.

The Manager of Waste Diversion noted that the reason that the screening process was added to the production of compost, was that the consumer of the compost wanted a cleaner and finer product. Since the Authority wants to move as much of the compost as possible, it is in the best interest of the program to offer a product that the consumer wants. Screening is necessary for compost sold to Authority customers. Residential and bulk commercial customers have both indicated their preference for the screened material. Some of the commercial customers use the compost as an amendment to their soil and require the material to be top quality.

The Chair clarified that there is no market for unscreened compost.

Mr. Payne noted that there were only 2 submissions for the tender. Were more submissions expected?

The Manager of Waste Diversion indicated that the equipment that is used to screen the compost is a specialized piece of equipment and it is costly. There are not many in use in the area.

Moved By Wayne Hurst

Seconded By Ed Sleiman

THAT the Authority award the compost screening contract to Frank Dupuis Landscaping and Trucking Ltd. in accordance with their tender submission dated November 20, 2013 at the tender price of \$2.24 per cubic yard (excluding HST) for the term of January 1, 2014 to March 31, 2016; and

THAT the Board authorize the Chair and the General Manager to enter into an agreement with Frank Dupuis Landscaping and Trucking Ltd. for this same contract.

**--CARRIED UNANIMOUSLY
8-2014**

B) Contract for the Repair and Maintenance of the Recycling Centre Equipment

Mr. Marra questioned administration for their thoughts on the tender results. Was this something that was anticipated?

The Manager of Waste Diversion indicated that historically there have been very few bidders on this contract. The contractor who was successful prior to WDS no longer exists. That contractor had provided a consistently much lower bid than other interested parties. The two contractors who bid for this term, also bid previously.

Mr. Halberstadt questioned whether the budget would be in need of amending in order to accommodate the increase from \$95,000 to \$152,000 annually.

The Manager of Waste Diversion indicated that the budget for this contract is in two parts, the labour portion and materials portion. Since the labour portion of the budget is lower than what it will be based on the tender results, the materials portion can be adjusted to make up the difference. Administration will evaluate planned repairs and preventative maintenance to ensure that the budgeted monies cover as much of the mandatory repairs, and will continue to monitor the contract closely. Should additional costs that exceed the budgeted funds arise, administration will advise the Board of these costs and arrange for alternative funding. It is not certain whether the budget will be short or sufficient at this time. Administration can only monitor and report back to the Board.

Mr. Hurst questioned whether the option for 'in-house' repair and maintenance was a viable alternative.

The Manager of Waste Diversion indicated that administration requires more data in order to properly evaluate the cost/benefit of internal repair and maintenance. Some factors that will have to be considered is cost associated with timing (shifts and call in situations), benefit package, holidays and the position within the corporate structure (Union status etc). Administration cannot recommend this option at this time.

Mr. Bain noted that the additional costs of this contract will be evident when administration reports back to the Board with regard to the budget.

The General Manager re-iterated the Manager of Waste Diversion's explanation that the budget is in 2 parts. Administration will work to maintain as low of a cost for this budget line item as possible. Administration will further provide status of the contract updates to the Board with regard to the budget versus actual dollars.

Moved By Wayne Hurst
Seconded By Bill Marra

1. THAT the Authority award the tender for the provision of equipment and labour for the repair and maintenance of processing equipment in two recycling centres in the City of Windsor for the period March 3, 2014 to April 2, 2016 with the possibility for a 1 or 2 year extension at the Authority's discretion in accordance with the terms, conditions and prices contained in the January 22, 2014 Windsor Disposal Services Ltd. tender submission.
2. THAT EWSWA staff be directed to research the ramifications of hiring EWSWA staff to assume the performance of the maintenance function and to report back on these findings prior to the conclusion of this Maintenance and Repair contract.

--CARRIED UNANIMOUSLY
9-2014

C) Ontario 2012 Waste Diversion Rates and City of London Vs Essex-Windsor Comparison

Mr. Hurst questioned the viability of polling other municipal entities to see what method they are employing for their reporting.

The General Manager indicated that such a poll would be done by the end of April, as that is when the Datacall is complete.

Mr. Halberstadt questioned the category of wood waste. Is it possible that the Authority could implement that program?

The General Manager indicated that the program could be considered. He noted that when a material is banned from the landfill then a suitable alternative method of disposal is required. The Authority would have to consider this prior to implementation.

The Manager of Waste Diversion noted that in the case of the City of London, they have a contract with a private organization (Try-Recycling) who provides bins, hauling and recycling for the municipality and they get to claim the credit for

diversion. There are no such companies known in the Essex-Windsor area with possibly some options for recycling wood waste in Michigan.

Mr. Halberstadt questioned aside from the wood waste program, what are other top municipalities doing?

The Manager of Waste Diversion indicated that the top municipalities all have some sort of organics program, user pay services, clear bags and bag limits. All of these options were already considered by the Board.

Mr. Marra questioned the figures from the bottle return with the Brewers Retail. Would they not be able to provide return figures?

The General Manager indicated that although the Brewers Retail have those figures, the figures that are included in the data that Essex-Windsor submits are taken from materials that are diverted and managed by the Authority directly. Data from private organizations is difficult to acquire and nearly impossible to vouch. The Authority wants to ensure correct data even if that means a conservative diversion rate. The figures that are submitted are all vouched and are not embellished in any way. The top ranked diversion communities are generally small, with organics programs and bag limits. Its best to compare Essex-Windsor's results with similarly sized municipalities. Guelph for instance, has a better ranking, however the cost of their Blue Box program is \$318 per tonne and that of Essex-Windsor is \$156 per tonne.

Moved By Bill Marra

Seconded By Ron McDermott

THAT the report pertaining to the Ontario Waste Diversion Rates and City of London Vs Essex-Windsor Comparison be received for information purposes.

**--CARRIED UNANIMOUSLY
10-2014**

10. FINANCE AND ADMINISTRATION

A) Status Report RE 2014 Budget Approval

Moved By Ron McDermott

Seconded By Tom Bain

THAT the report pertaining to the status of the 2014 EWSWA Budget be received for information purposes.

--CARRIED UNANIMOUSLY

11-2014

B) 2013 Budget Projection and 2014 Budget Update

Moved By Bill Marra

Seconded By Ed Sleiman

THAT the report pertaining to the EWSWA Budget Projections of 2013 and 2014 Updates be received for information purposes.

--CARRIED UNANIMOUSLY

12-2014

C) Non-Union Pay Equity and Salary Review

Discussion took place with regard to the report that was presented In-Camera.

Mr. Marra acknowledged the detailed and concise report as well as the due diligence that was undertaken in the preparation of the report by Administration. He noted that the report was clear and the adjustment and evaluation process is overdue and justified.

Moved By Ed Sleiman

Seconded By Ron McDermott

- 1) THAT the Board receive as information the Corporation of the County of Essex Ontario Pay Equity Plan for Non-Union Employees of which the seven Essex-Windsor Solid Waste Authority non-union employees are a part; and that
- 2) The Board approve the new pay structure for the seven Essex-Windsor Solid Waste Authority non-union employees with an effective date of January 1, 2013; and that
- 3) The Board approve the exercise whereby the salary review and maintenance process for Authority non-union employees is undertaken as part of the process that the County of Essex employs.

--CARRIED UNANIMOUSLY
13-2014

11. ANY OTHER BUSINESS

There were no other items raised for discussion.

12. BY-LAWS

- A) By-Law 1-2014 - to Authorize the execution of an agreement between the EWSWA and Frank Dupuis Landscaping and Trucking for the Screening of Organic Waste at EWSWA Facilities

Moved By Tom Bain

Seconded By Bill Marra

THAT By-Law 1-2014 - Being a By-Law to authorize the execution of an agreement with Frank Dupuis Landscaping and Trucking for the Screening of Organic Waste at EWSWA Facilities, be given three readings and be adopted this 4th day of February 2014

--CARRIED UNANIMOUSLY
14-2014

- B) By-Law 2-2014 - to Authorize the execution of an agreement between the EWSWA and Windsor Disposal Services for the Repair and Maintenance of the Recycling Centre Equipment

Moved By Wayne Hurst

Seconded By Ed Sleiman

THAT By-Law 2-2014 - Being a By-Law to authorize the execution of an agreement with Windsor Disposal Services for the Repair and Maintenance of the Recycling Centre Equipment, be given three readings and be adopted this 4th day of February 2014

--CARRIED UNANIMOUSLY
15-2014

- C) By-Law 3-2014 Being a By-Law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority

Moved By Ron McDermott

Seconded By Hilary Payne

THAT By-Law 3-2014 - Being a By-Law to confirm the proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 4th day of February 2014.

--CARRIED UNANIMOUSLY
16-2014

13. NEXT MEETING

NEXT MEETING: MARCH 4, 2014

14. ADJOURNMENT

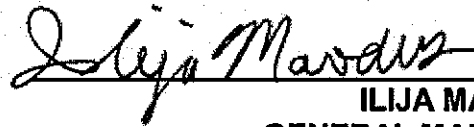
Moved By Bill Marra
Seconded By Alan Halberstadt
THAT the Board stand adjourned at 5:27 PM.

--CARRIED UNANIMOUSLY
17-2014

All of which is respectfully submitted.



**DREW DILKENS
CHAIR**



**ILIJA MAODUS
GENERAL MANAGER**