



WASTE MANAGEMENT WORKING GROUP

Thursday, November 10th, 2011 – 5:00 PM
Municipal Office – Fall River Room – 217 Harper Road

Chair, Councillor Bill Avery

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**
- 4. APPROVAL OF MINUTES**

- i) **Minutes – June 16th, 2011 - *attached, page 4.***

Suggested Recommendation:

“THAT, the minutes of the Waste Management Working Group Meeting held on June 16th, 2011 be approved.”

- ii) **Minutes – September 22nd, 2011 - *attached, page 7.***

Suggested Recommendation:

“THAT, the minutes of the Waste Management Working Group Meeting held on September 22nd, 2011 be approved.”

- 5. PRESENTATIONS & DELEGATIONS**

None.

- 6. BUSINESS**

- i) **Update on Glen Tay Waste Site.**
 - a. MacIntosh & Perry Report**
 - b. Rock Lake Excavation Workplan**
 - c. Information Session**
- ii) **Update on Sunday Hours of Operation.**
- iii) **Office/Attendants Buildings at Maberly and Stanleyville Waste Sites.**

iv) **Snow Sliding off Roof at Glen Tay Recycling Building.**


7. NEW/OTHER BUSINESS

8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: Thursday, January 19th, 2012 at 5:00 p.m.

9. ADJOURNMENT

MINUTES

 <p>Tay Valley Township</p>	<p>MINUTES WASTE MANAGEMENT WORKING GROUP June 16th, 2011 – 5:00 PM TOWNSHIP OFFICE</p>
<p>MEMBERS PRESENT: Bill Avery(Chair), Robert McGrath, Jim McCann, Grant Pilkington, Chris Stone</p>	
<p>STAFF PRESENT: John Simcock, Dave Munro, Ernie Van Alstine, Joanne Gallagher (Secretary)</p>	
<p>REGRETS: Chris VanWingerden, Hali Burnham</p>	

a) CALL TO ORDER/DISCLOSURE OF PECUNIARY INTEREST

The meeting was called to order at 5:10 pm.

b) APPROVAL OF AGENDA AND MINUTES

The agenda was approved as amended (inclusion of Item D 3.).

The minutes of May 04th, 2011 were approved as amended (correction of attendees at May 04th meeting).

c) PRESENTATIONS/DELEGATIONS

None scheduled.

d) PREVIOUS ACTION ITEMS

1. Waste Diversion Ontario Messaging (ad review)

Members reviewed the sample ads presented and provided input on changes required.

Action: J. Gallagher to update and send revised ad to Waste Diversion Ontario with dates for insertion in EMC and Perth Courier.

2. Another Plastics Bin Required at Glen Tay Site

Peter Stanley suggested that instead of using cumbersome full barrels for disposal of plastic bags that barrels be cut in half making them easier to handle. Half barrels to be provided by Stanley Sanitation at the waste sites for dumping of plastic bags.

Action: J. Simcock/J. Gallagher to notify Peter Stanley to go ahead with provision of the suggested half barrels.

3. Relocation of EMC Mailboxes

Follow-up with EMC required resolving the matter of mailbox relocation to suggested center of Stanleyville.

Action: J. Gallagher to contact EMC to have mailboxes relocated.

e) ONGOING MATTERS

1. Site Updates

- Signage re Plastics at Waste Sites

John stated that signs will be ready shortly from Sign Works and installed upon their receipt.

Action: J. Simcock to have signs placed at sites once in.

- Relocation of Glass Pit at Glen Tay Site
John is working with Ilio to determine a possible location. However, he cannot proceed until after his meeting with McIntosh & Perry. He will then know if it is feasible to move the pit to a new location.
- 2011 Information Brochure Messaging
A discussion on messaging to be included, if possible, in this year's brochure took place. However, as the brochure has already gone to the printers it may be too late for any updates.
Action: J. Gallagher to contact the printers to see if updates can be done to the current waste messaging provided to them.
- Piping of tarps at Glen Tay site
John stated that monitoring was currently being done on this issue.
- RFP for compactor
John informed members the he is finishing off pricing for tonnes after which he will put the specifications together and send to them for their review and input. He also stated that the electrical need for the compactor is already in at the site and dusk/dawn lighting has been installed.

f) NEW BUSINESS

Electronics Review

Members were provided with information on items accepted in Phase 2 of the Waste Electrical & Electronic Equipment (WEEE) program. J. Simcock updated members on his conversation with P. Tranter regarding revenues recouped from electronics and stated that current fees charged were sufficient to cover removal expenses.

Chris Stone asked if fees were being charged for Phase 2 items and inquired if there would be a fee for larger items such as old wood encased radios. Bill informed him that charges would apply due to the wood casing.

Members were informed that currently fees did not apply to electrical items such as blenders, irons, toasters, etc. as they were going in with the scrap metal.

Action: J. Gallagher to provide information to Maberly and Stanleyville attendants.

Action: J. Gallagher to create a notice "Did you know all small appliances and electronics are completely recyclable at no charge". Add statement to the website under recycling and put an article in our bi-weekly EMC advertising.

J. Simcock to ask P. Tranter to update waste site reporting forms to show separation of electronics (need to see revenue for electronics in order to determine if fees are sufficient to cover costs)

Action: Clarification of policy at sites for acceptance of small electronics needed. Communication of those items being accepted needs to be sent to staff members so they can respond correctly to outside queries.

g) OTHER BUSINESS

Discussion took place regarding additional personnel required at the Glen Tay Site due to Wendell's retirement. John stated that interviews had taken place today and a candidate had been chosen. Members will be informed once the Offer of Employment has been accepted.

Bill informed everyone that the Canada World Youth students will be arriving on July 04th and will be here until approx. September 23rd. He went on to say that the theme this year is "Gardening".

Discussion then took place how to tie this in with services provided at our waste sites. John asked if the students could be used to collect recycling data from the provincial parks. He noted this would assist in the promised follow up to the meeting with park and campground representatives earlier this year where it was agreed that the Township would look at a possible reduction in fees as a recycling incentive based on waste volumes provided to them.

Members then questioned whether the time frames for the life cycles of the Maberly and Stanleyville sites were correct. John said he was reasonably sure that calculations were correct.

NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

(Third Thursday in Month except Aug and December)

Thursday July 21st, 2011 – 5pm – Fall River Room

- Hard to Recycle Items

h) ADJOURNMENT

Meeting adjourned at 6:05 pm.

Chair

Secretary



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Thursday, September 22nd, 2011 - 5:00 PM
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Members Present: Chair, Councillor Bill Avery
Jim McCann
Grant Pilkington
Chris Stone

Staff Present: John Simcock, Public Works Superintendent
Dave Munro, Waste Site Attendant
Amanda Mabo, Clerk
Joanne Gallagher, Recording Secretary

Regrets: Chris VanWingerden
Bob McGrath
Hali Burnham

1. CALL TO ORDER

No meeting was held as a quorum was not present.

Chairperson

Clerk



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1. ONGOING MATTERS

i) Sunday Hours of Operation

A question was raised as to the need to retain the current Sunday hours of noon to 8:00 pm as numbers provided by D. Munro to J. Simcock indicated very little activity late in the day. D. Munro suggested the sites open and close earlier (possibly 10:00 am to 6:00 pm). The Public Works Superintendent will be taking this item forward to Council.

ii) Compost at Glen Tay Waste Site.

Discussion took place as to whether to accept small amounts of brush as a result of the increase in illegal dumping of this material this year. It was felt that the hot dry weather this year, necessitating the burn ban, had an impact with people not being able to get rid of it by burning.

J. Simcock replied that he did not want to make any change to the new policy and wanted all brush to go to Stanleyville. He said Public Works personnel would deal with any illegal dumping. He also said the stockpile at the waste site could not be put through the chipper due to other types of material in it.

iii) **Signage to get to Stanleyville Waste Site.**

More signage is required to direct residents to the site, especially since re-directing of brush to this site only. The Public Works Superintendent indicated that he is obtaining and dealing with correct placement of signs but there had not been any concerns before.

iv) **RFP for Compactor.**

Coming out next week.

2. NEW BUSINESS

i) **Hard to Recycle Items.**

Nothing to report at this time. It is not feasible to deal with this type of material (Styrofoam/plastic) unless partnering with another municipality to obtain large enough volumes. J. Simcock stated he would ask to have this topic put on the agenda of the next District 8 meeting.

ii) **Waste Management Update.**

J. Simcock provided an update as to the meeting he held with McIntosh & Perry and conclusions reached as to the realistic life cycle of the Glen Tay Waste Site and to what should be done in the near term to correct the slope and deal with day to day operations and in the longer term to address the steps required to extend the life of the site.

a) **What the Township Has.**

In the 20 year life cycle when it is not physically possible to be transfer site McIntosh & Perry's report indicated that the life-cycle will speak to the physical changes.

The Township has never asked for a long term plan for either Phase I or Phase II of the site therefore, what was provided was more of a compliance report as to how the site was operating. After some discussion it was noted as a professional engineering firm the expectation would be that they should have informed the Township of what day to day operations should be and what steps were required to extend the life expectancy of the site.

b) What the Township Needs to Acquire Proper Life Cycle.

J. Simcock went on to say that what he was now asking McIntosh & Perry to produce a proposed operational timeframe to work from and data to tell the Township at what timeframe they would have to switch the site from a land fill to a transfer station if current recycling, composting, etc. practices remained in place.

He then directed members attention to the most recent report and pricing from McIntosh & Perry entitled "Professional Engineering Services Proposal Glen Tay Waste Disposal Site Detailed Plan for Site Development" in which they laid out steps now needed and what they were quoting on providing for the estimated price of \$9,950 such as:

- a. layout of extent of fill limits for Phase 1
- b. detailed drawings, volume calculations and life of current fill area
- c. examination of option for future fill areas on site
- d. preparation of detailed development plan, including but not limited to:
 1. delineation of fill limits,
 2. set local benchmarks around current fill are
 3. potential berm construction
 4. potential on-site access roads
- e. (see report for full details)

Discussion also took place as to the feasibility of Phase II and does it exist.

J. Simcock stated that there was some urgency in implementing the required remedial work as it would be costly to do so at a later date. He directed members attention to an estimate prepared in conjunction with Illio Rulli of Rock Lake Excavations to create the needed 10' berm around the site that was required for the tow of slope – *attached, page 7*. He stated that creating the proper slope will mean the current sandpit area needs to be cut out and included inside the site fencing and as large trees need to be removed creating the berm first will mean their removal will be less visible. Most of the material needed for the berm is already on site.

J. Simcock also said that the outside limits for the site were needed right away. He said he would be taking the proposal from McIntosh & Perry for the development plan and from Rock Lake Excavations to create the berm to Council next Tuesday for their direction.

c) What the Township Needs to Change to Set a Long Term Plan.

The development plan will provide a timeframe for the site and will allow the Township to know when they need to flip to another site. It

will also provide details on what structures/areas need to be removed from the site and what can remain if this change in life cycle is implemented.

J. Simcock said that a decision will need to be made by members as to what practices (recycling, composting, keeping the glass pit in place) they want to maintain at the site after it has reached its waste recycling capacity.

He stated the two options for the site would be to go with the proposed plan from McIntosh & Perry as this would provide them with a timeframe when to stop recycling etc. and fill the site up with waste or stop at a certain point and keep it as a transfer station and the waste would have to be directed to another site.

It was suggested that:

- go through with the plan and create the berm for visual and limit location.
- Reinstate fencing at limit locations (berm)
- It was stated that Rock Lake Excavations (Ilio Rulli) cost of \$14,141.95 to create the berm was reasonable.

J. Simcock stated that MacIntosh & Perry's report would be a correct life cycle that informs the Township of an actual operations sequence that corresponds with the life cycle timeframe.

Question was asked by Councillor B. Avery, if the glass pit could be maintained and J. Simcock stated that McIntosh Perry's development plan would provide a timeframe for keeping it in place. Councillor B. Avery also asked if it was feasible from a financial standpoint to maintain the glass pit at Glen Tay rather than transporting this material to Stanleyville. Answer was that trucking would require another bin be put in place and this would then need to be moved at an additional cost.

J. Simcock went on to say that as the site was filled and the final elevation became smaller the issue of moving the shed, bins and so forth would need to be dealt with.

He then read an email he had received from I. Rulli after a recent visit to the site from an MOE inspector and issues raised by him at that time, such as: the need to separate fridges containing Freon from others and the need to secure them in a separate area, need to keep items out of the re-use shed that had been put there to avoid tipping fees, etc. – *attached, page 8.*

3. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Councillor B. Avery indicated that he will not be available next month so he will ask Councillor Wayne Jordan to attend in his absence.

Next Meeting: October 20th, 2011 at 5:00 p.m.

Agenda Items

- Follow up from Council regarding Sunday Hours of Operation and the Glen Tay Waste Site.
- Review report from McIntosh & Perry