MINUTES: Waste Reduction Task Force
Wednesday, September 15, 2010, 7:00 p.m.
Hamilton City Hall, Room 264

Present: Dan Rodrigues  Peter Hutton  Greg Kraatz
Grant Ranalli  Ron Speranzini  Jim Sweetman
Tom Thompson  Michelle Morris  Paula Hamilton
Paul Barrett

Regrets: Allan Freeman  Rose Killey  Elaine Jermy
Mark McQueen

Also Present: Pat Parker, Director of Support Services
Jennifer DiDomenico, Manager of Policy and Planning
Rūta Morkunas, Policy/Program Analyst
Donna Robinson, Public

Peter Hutton called the meeting to order.

1. Approval of the Agenda
The agenda was approved as written.
(Moved by Dan Rodrigues, seconded by Jim Sweetman) CARRIED

2. Approval of the Minutes from the previous meeting on July 21, 2010
The minutes of July 21 were approved as written.
(Moved by Paula Hamilton, seconded by Jim Sweetman) CARRIED

3. Business Arising from the Minutes
There was no business arising from the minutes.

4. Administrative Items
a) Upcoming Membership Elections
There is the potential for seven vacant seats to be advertised for the upcoming election - three Environment, two Business, one Education and the Public B1 representative. Membership had already established an election review committee - consisting of Peter Hutton, Jim Sweetman and Ron Speranzini - to evaluate applications.
There was discussion about how the Task Force would fit within the SWMMP review currently underway and it was acknowledged that changes to the Task Force may occur as a result of the recommendations of this review.
After some discussion, the following motion was put forth:
Proceed to recruit for the 2 vacant positions and extend terms of service for the remaining/current members through to the end of 2011 (to coincide with the completion of the SWMMP review).
(Moved by Ron Speranzini, seconded by Jim Sweetman) CARRIED
b) Parking
Committee members were informed that parking for Task Force meetings will continue to be provided at the Convention Centre for those that require it. A member asked if a secure bike rack will be installed at the front of City Hall; Staff will look into this and report back.

c) SWMMP Review Questionnaires
The chair asked members if they had completed the survey regarding the SWMMP Review. Members may have received this survey via email or telephone. All members present except one had completed the survey. Membership was encouraged to complete the survey as soon as possible as it will be closing shortly.

d) Agenda Format
A motion was put forth to amend the Agenda format as follows:
That the current Project committee reports be eliminated and that two standing items be added to future Task Force agendas. The first is the ‘Solid Waste Management Master Plan (SWMMP) Review’ – a standing item under which matters relating to the ongoing review would be discussed; and, secondly, ‘Sector Reports’ – under this item the representative(s) of the Business, Education and Environment sectors would report on issues relating to their area that would be of interest to the Task Force.
(Moved by Peter Hutton, seconded by Dan Rodriguez) CARRIED

5. Projects
a) Sub-Committee Updates
   Education & Communication Sub-Committee
   This committee had nothing to report.
   Multi-Residential, Commercial and Institutional Waste Sub-Committee
   This committee had nothing to report.
   Business and Government Liaison Sub-Committee
   This committee had nothing to report.

b) Glanbrook Landfill Coordinating Committee (GLCC)
The GLCC minutes from August 30, 2010 were circulated to the group for review.

c) SWMMP Steering Committee
Peter Hutton attended this meeting and provided the group with an update via email. Staff was asked to confirm if the WRTF is intended to act as the advisory committee for the SWMMP review. Members indicated they felt that there were more creative means to engage the community around the Master Plan than just coming to the Task Force and this should be explored. Staff agreed and indicated this will be clarified by next meeting.

d) Clean City Liaison Committee (CCLC)
Cigarette receptacles were purchased and had to be modified prior to installation; they will be installed shortly. To facilitate this, concrete pads will need to be poured at the waterfront to attach the permanent ashtrays and waste receptacles. This program will be relaunched in the spring, and Keep America Beautiful will still provide some funding.

e) Ad-hoc Recycling Review Sub-Committee
The second draft of the Recycling Review Report was distributed to members for review prior to the meeting. All amendments were presented and reviewed. It was agreed that the second last
recommendation concerning diversion programs at the HWDSB be removed as it is not discussed or referenced elsewhere in the document. Various container alternatives were discussed including: using different colour containers for papers and containers, larger blue boxes, lids for blue boxes, and 120 litre blue carts. There was a point of clarification as to why alternative recycling containers were being investigated and the issue originally came about as a way to decrease litter. A suggestion was made for committee members to survey their neighbourhood and take note of if litter was an issue and to examine how blue boxes are being packed. Membership agreed to the report (as amended) and moved that it be received by staff to be considered during the collection system review process. (Moved by Dan Rodrigues, seconded by Jim Sweetman) CARRIED

f) Ad-hoc Festival and Special Event Recycling Committee
There was no report forthcoming from this committee. Membership commented that they did not notice any recycling containers at the Dundas Cactus Festival; however, recycling and organics diversion was available at the Waterdown Rib Festival and the Winona Peach Festival.

6. Operations
a) Green Carts in Schools
Staff, WRTF members and Councillor McHattie met earlier this month to discuss the green cart program at schools in the Separate Board. It was determined that 30 HWDSSB schools could receive green cart service commencing January 2011, the details are being worked out with Board Facilities staff and City staff. Schools will prepare for the organics program with in school training for eco clubs, student education, etc. The organics program cannot be rolled out to all schools until the capacity issue at the CCF is resolved.

b) Collections System and MRF Review
Staff announced that the Collections System and MRF Review have just started. An internal working group will be formed to assist with the review, the objective of which is issuing a 2011 RFP for the City’s collection services and any related recycling processing changes to the MRF. The review will consider contracts and the cost drivers – cost per stop, CPI, escalation costs, different systems/methods for collection, etc.

This review will result in awards for services and is anticipated that a report will go to Council at the end of 2011.

7. Public Discussion
Public commented that there is a lot of litter in the downtown core and do not think the litter is caused by overflowing blue boxes. Believe that people can make a lot of changes as they have shown to adapt well over the last few decades with the widespread introduction of personal computers, cell phones, and fax machines, etc.

8. Other Business
Membership asked where Leaf and Yard Waste (LYW) goes when it is a regular LYW pick up schedule (as opposed to unlimited LYW). Staff responded that on regular collection weeks LYW goes to the CCF but when it is unlimited LYW collection weeks it is taken to the composting windrows at the Glanbrook Landfill.

9. Adjournment
There being no further business the meeting adjourned at 9:10 p.m.

The next meeting is scheduled for Wednesday, October 20, 2010 at Hamilton City Hall. (Moved by Greg Kraatz, seconded by Jim Sweetman) CARRIED
Copies to: All present
Regrets
SWMMP Waste Reduction Task Force Binder Distribution List
Gerry Davis, General Manager, Public Works Department
Glanbrook Landfill Coordinating Committee c/o Craig Murdoch, Operations & Waste Management Division
City Clerks Division, c/o Carolyn Biggs, Lisa Barroso