MINUTES
SWMMP Steering Committee Meeting #3-06
Thursday, March 2, 2006
Mountain CRC
10:30 a.m. - 12:00 p.m.

Present:
Councillor Chad Collins
Councillor Maria Pearson
Councillor Philip Bruckler
Beth Goodger, Director, Waste Management
Pat Parker, Manager of Solid Waste Planning, Waste Management Division
Blair Smith, Manager of Waste Collection, Waste Management Division
Craig Murdoch, Manager of Disposal, Waste Management Division
Dennis Guy, Project Manager, Community Outreach, Waste Management Division
Colleen Brakewell, Policy Analyst, Waste Management Division

Regrets: Councillor Dave Braden

1. Adoption of Agenda
The agenda was adopted as presented (moved by Councillor Pearson, seconded by Councillor Bruckler) CARRIED

2. Adoption of Minutes from previous meetings, February 2, 2006
The minutes were adopted as presented (moved by Councillor Pearson, seconded by Councillor Bruckler) CARRIED

3. Green Cart Communications
Dennis Guy distributed the Green Cart Communication handouts to the committee, which will be distributed with the Green Carts. Approximately 5000 carts will be delivered each day. The distribution crews will be accompanied by outreach students who will answer questions from residents. Newspaper, Radio and TV ads will be run during this time as well. Local area Fortino’s stores have requested a Green Cart display to promote the paper liner bags they will be carrying. The Sierra Club is working on contacting high schools to see if high school students would be interested in promoting the Green Cart program for their 40 hours of community work. Staff is also working on Green Cart curriculum for the school boards as well. A series of media events are planned around the Green Cart program, starting on Monday, March 6th. Monday’s event will feature the new City trucks outside and introduce the media to the communication officers as well. The next media opportunity will show the rows of green carts in the warehouse ready for distribution. Councillor Collins asked about residents who don’t want the Green Cart. Staff explained that staff will attempt to persuade those residents to try the Green Cart. Councillor Pearson inquired about replacement of damaged carts and was advised that the information booklet Green Cart Smart outlines what to do if their cart is damaged. The carts have also been stamped with serial numbers for tracking purposes. Councillor Bruckler asked about the replacement of small kitchen containers and staff advised that these would be not replaced as they are available in stores. Staff also informed the committee that a Green Cart storybook is being distributed to the school boards for Grade 4 students. Calendars will be mailed next week and advance copies have been distributed to Councillors.
4. **2006 Budget Development**
   
a) **Glanbrook Tipping Fees for Out of Town Waste**
   Staff is working on a recommendation that could be put forward.

   b) **Green Cart Program Staffing & Budget Reductions**
   Beth Goodger explained the updated budget reduction proposals for the Waste Management Division Budget. She will present this at COW next Wednesday.

5. **SWMMP Implementation**
   
a) **Green Cart Roll-out Monthly Update**
   Staff reported that carts and mini-bins are now being received in Hamilton. All of the communication material is being amassed by the students who are producing at a rate of 20,000 per day. Our contractors for the B zones, National, is in good shape and have taken delivery of a number of trucks. The transition between contractors is going well and Mike Stelmach has been working closely with National. If councillors receive missed collection calls we would like to be notified so staff can follow up. Both the curbside and bin contracts have liquidated damages for missed collections.

   b) **Centralized Composting Facility**
   The construction of the CCF is at 90% completion and final work is being done. The scales and scalehouse are in place and have been approved by Weights and Measures for use. All systems will be tested in the next couple of weeks with finished compost. Councillors have been invited to see the facility before it goes into operation.

   c) **Recycling Contract and MRF Retrofit**
   The draft drawings come in next week for the MRF retrofit. The tender for the construction will be released in June. Green building initiatives are being taken into account for the design.

   d) **Community Recycling Centres**
   The Dundas CRC is 80% complete and scheduled to open on April 3rd. Discussion took place with regards to the timing of the opening of the Kenora CRC.

   e) **Niagara-Hamilton WastePlan**
   Commenting period on the recommended preferred alternative ended on February 6th. The Joint working group is meeting next week to discuss comments.

   f) **Corporate Recycling Program**
   The three stream container used for the corporate recycling program will need retrofitted for fire regulations. Councillor Collins asked if staff had monitored what was disposed of in these containers. Blair Smith responded that the Operations and Maintenance Department have been asked to monitor. A container for recycling on the golf courses has been found and we are in the process of ordering these. Parks recycling barrels will be being rolled out in the spring. Discussion took place around collection issues for unstaffed parks and whether community groups would consider helping. Councillors Bruckler and Collins requested staff to confirm the inventory of high volume unmanned parks and related collection costs.

6. **Operations Updates**
   
a) **Service Access Agreement**
   A draft agreement has been drafted with the Legal Services for collection of waste materials on private property. Upon finalization of the agreement, affected property owners will be contacted in writing requesting the Agreement be completed and returned. The agreement acknowledges
that we are entering onto private property and is due diligence on our part. Legal is recommending that services be discontinued if a signed agreement is not received. Input from the Steering Committee on the proposed plan was requested. Staff were requested to ensure that language in the questionnaires and agreements is clear and consider include a clause in the letter that indicated the City would not be responsible for damages if the agreement was not signed. Councillor Collins recommended that an information update be provided to PWIE Committee.

7. **Standing Agenda Items**

   a) **Waste Reduction Task Force**

   A motion was brought forward that stated “That the Waste Reduction Task Force be requested to consider the recruitment of individuals who have not previously served on the task force to promote new ideas and fresh perspectives.”

   The motion was moved by Councillor Bruckler and seconded by Councillor Collins.

   b) **Recently Issued and Upcoming Tenders/RFPs**

   None to report on

   c) **School Recycling Program**

   The French School Board wanted us to provide container collection but wanted Abitibi to collect fibres for them. We explained that we would need to collect fibres as well.

8. **Outstanding Agenda Items (see Appendix A) - deferred**

9. **Association of Municipalities Waste Management Strategy**

   Pat Parker provided an update on the AMO strategy based on her discussion with AMO staff. AMO staff have met with the Minister of the Environment to discuss the paper. Next steps are still uncertain. WastePlan will be holding a Municipal Workshop on Waste Management on March the 23rd. Discussion topics will cover EA reforms, achieving diversion goals, waste as a resource and discussion on zero waste. Rob Cook from the Ontario Waste Management Association will speak regarding an overview of waste generation in the province. This workshop is open to staff and elected officials in surrounding areas and in the south west as well and all members of Council are invited to attend.

10. **Other Business**

   Discussion took place regarding Pitch-In week. Phil Homerski will provide gloves and bags for the event. Councillor Collins asked staff to provide a bulk truck after the annual Beach Road garage sale in July. Blair will coordinate and offered recycling bins for the event. Councillor Collins will provide Blair with the dates and a contact person and phone number.

11. **Next Meeting: Thursday April 6th, 2006 Room 264, Hamilton City Hall**

   The next meeting is scheduled on Thursday, April 6th, 2006 in Room 264, Hamilton City Hall.