MINUTES
SWMMP Steering Committee Meeting #08-07
Thursday, September 6th, 2007
Room 320B, Hamilton City Centre
10:00 a.m. to 12:00 p.m.

Present:
Councillor Maria Pearson
Councillor Lloyd Ferguson
Councillor Russ Powers
Blair Smith, Manager of Waste Collection, Waste Management Division
Beth Goodger, Director of Waste Management, Waste Management Division
Emil Prpic, Supervisor of Waste Processing, Waste Management Division
Pat Parker, Manager of Solid Waste Planning, Waste Management Division
Colleen Clark, Policy Analyst, Waste Management Division

Regrets:
Councillor Chad Collins
Craig Murdoch, Manager of Waste Disposal, Waste Management Division

1. Adoption of Agenda
   • The agenda was adopted as presented (moved by Councillor Ferguson, seconded by Councillor Powers). CARRIED

2. Approval of Minutes of previous meeting from July 13th, 2007
   • The minutes were adopted as presented (moved by Councillor Ferguson, seconded by Councillor Powers). CARRIED

3. Diversion Options & Landfill Capacity
   • Beth Goodger presented on Diversion Options and Landfill Capacity. She reviewed the options for reaching 65% diversion. The options included:
     ➢ Optimizing the current system and programs - These are things that can be done with existing infrastructure and minor program changes, such as enhanced diversion in multi-residential dwellings, reduced waste container limits, use of clear bags for garbage, user pay, incentives and increased enforcement of the Waste Management By-law.
     ➢ Long term program & system improvements - These would be longer term actions that could be implemented over the next five (5) to seven (7) years, such as MRF improvements, alternative disposal options, Waste Collection as a utility, reducing waste collection frequency and legislation and producer responsibility.
     ➢ Ongoing Efforts - These are changes that will need to be done regardless of any other changes that are made, such as education and outreach to support programs and promotion of reduction of waste.
• A Waste Reduction Task Force (WRTF) workshop was held on August 20th to get input on diversion options. The options discussed were as follows:
  ➢ Multi-residential Diversion
  ➢ Reduced Container Limits
  ➢ Clear Bags for Garbage
  ➢ User Pay
  ➢ Incentives (RecycleBank)
  ➢ Other Incentives
  ➢ Increased By-law Enforcement
  ➢ Active Promotion of Waste Reduction

• The WRTF prioritized the options as follows:
  ➢ High/Moderate
    ▪ Multi-Residential Diversion
    ▪ Active Promotion of Reduction
  ➢ High/Moderate/Low
    ▪ Reduced Container Limit
    ▪ Increased Enforcement
    ▪ Other Incentives
  ➢ Moderate/Low
    ▪ Clear Bags for Garbage
    ▪ User Pay
  ➢ Low/Consider no Further
    ▪ Incentives (RecycleBank)

Staff reviewed the diversion impacts of the various options and the proposed next steps and presented recommendations for discussion. These include continuing to strive for the 65% waste diversion target but extending the timeframe to December 31, 2010 and implementing the following options in 2008 to increase diversion by ~15%:
  • Multi-Residential Diversion
  • One (1) container limit for curbside waste collection for April 2008
  • Increase curbside By-law enforcement from .5 to 1.5 FTEs and continue on street customer service

Staff will continue to explore other options to reduce waste and increase diversion from 2009 and 2010, including potential pilot studies.

Councillor Powers and Councillor Ferguson would like to see a gradual container limit of two (2) containers in 2008 and one (1) container in 2009. Staff will include this option in their report.

The Committee supported the option of Multi-Residential Diversion. They would like to see a graduated container limit of two (2) containers as of April 1, 2008 and one (1) container as of April 1, 2009. The committee wants more justification of the additional by-law FTE. Moved by Councillor Ferguson, seconded by Councillor Powers). CARRIED

A report based on the discussions is being prepared for consideration by Public Works Committee. Staff are currently targeting the October 1st meeting. The report will include diversion benefits, staffing requirement and costs for the recommended approach.

4. WastePlan Update
  • Nothing to report
5. 2008 Recycling Program Review Implementation

5.1 Contract with National Waste Services Inc.
Recycling Collection Contract with National Waste Services has been signed. Staff is still in negotiations with National regarding potential impacts on the Garbage/Organics collection contract regarding the extra leaf & yard containers accepted with the green cart (“top up plus one” to “top up plus two”) and amendments to the Leaf and Yard/Bulk schedules that were introduced in 2007. Staff will report back on the outcome.

5.2 Container Line Installation
Blair Smith discussed the draft report on MRF container line acquisition. The report is scheduled to go to the October 1st Public Works Committee and recommends that the City accept the terms that have been negotiated with Canada Fibers Limited. The negotiated provisions are outlined in Appendix A of the report and include the design, delivery and installation of a new, City owned, container processing line, the reduction in the allowable contamination rate from 4% to 3%, clarification that all calculation of fibre payments are made on the basis of metric tonnes and a change in the contract term from optional one-year extensions up to December 31, 2010 to a fixed term extension from January 1, 2008 to March 30, 2013.

- Motion from the Committee - Committee supports the report Moved by Councillor Powers, seconded by Councillor Ferguson CARRIED

- MRF Retrofit Project
  ➢ The retrofit of the MRF is moving along well and is expected to be completed by February/March 2008.

6. Halton Region and Simcoe County RFPs for Composting and Recyclable Capacities
- Staff is not sure when they will hear back from Simcoe on the outcome of their RFP. A staff report is scheduled to go the Halton Planning and Public Works Committee on September 12, 2007 and will be made available today. Staff will update Public Works Committee on Sept 17 on the results of the RFP.

7. Glanbrook Landfill Operations Update
- Staff will be sending out an Information Update on the air monitoring results at the Glanbrook landfill. The report found no health concerns, which has been verified by the Health Department.
- The public tour of the landfill that was held in August went well. Air filtering units went out to residents surrounding the landfill and there are a few left to be delivered. The Landfill Gas to Energy project is going well and should be up and running by next spring. Councillor Ferguson asked about the potential to issue a request for proposals to lease some of the landfill property to a potential greenhouse and make use the heat available. Staff will report back on this issue.

8. Waste Reduction Task Force Update
- In August, Scott Stewart presented on the Public Works Strategic Plan. Pat will send out notes from the August 20 workshop to the Committee. On September 19 Atul Nandu and Jake Westerhof will give the Task Force updates on recycling markets. The Steering Committee asked that they be sent meeting invite.
- The Task Force put forward a motion for recycling in all Parks. Staff is working with Operations and Maintenance with regards to this and will be reporting back.
9. Outstanding Action Items

9.1 Disposal of Corporate Goods (Item a)
Marnie Cluckie, Project Manager, Facilities Capital Renewal provided the Committee with information regarding the disposal of Corporate Goods and the City’s policy regarding Corporate Goods. The City attempts to reuse surplus furniture throughout the corporation. Any remaining surplus goods is either sold, donated or recycled. Items are only sent to landfill as a last resort if no recycling is available.

9.2 Public School Board Recycling Program (Item d)
The Public School board has awarded its waste collection and recycling contract to Waste Services Inc. No further action will be required for this item.

The Committee made a Motion to remove Item a and Item d from the Outstanding Action Items List. Moved by Councillor Powers, seconded by Councillor Ferguson CARRIED

10. Other Business

- Waste Management Enquiries - Staff asked the Councillors to email concerns to wastemangement@hamilton.ca.
- Councillor Ferguson requested that staff investigate ways to further promote the waste management programs, such as CH Morning Live to promote our programming.
- Composting Facility Open House - A public Open House will be held at the facility on September 29, 2007. A media event is also being planned. Staff will provide the Committee with an email regarding the Composting Open House.
- Councillor Powers put forward suggestions for the 2008-09 Waste Collection Calendar. He would like to see more emphasis on bulk pickups and the rules regarding bulk pickup. He would also like to see comments on the calendar about adverse weather conditions affecting timing of waste collection.
- Councillor Powers requested that a future meeting include a discussion on the Community Recycling Centre (CRC) operational to identify areas for improvement. Emil Prpic explained that many of the site features are in place for Health and Safety reasons. Pat Parker suggested that a future Committee meeting be held at the Mountain CRC so items can be discussed on-site. Staff will follow-up with holding the October meeting at the MCRC.

11. Meeting Adjourned at 12:13 p.m.

12. Next meeting: TBD