



# Essex-Windsor Solid Waste Authority Regular Board Meeting Agenda

**Meeting Date:** Tuesday, July 05, 2016  
**Time:** In-Camera Session 4:15 PM  
Regular Session 4:30 PM  
**Location:** Essex County Civic & Education Centre – Room C  
360 Fairview Avenue West, Essex Ontario

## List of Business

Page Numbers

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### 1. In-Camera Session – 4:15 PM

The In-Camera Session will precede the Regular Session, which will begin immediately following the In-Camera session.

### 2. Call To Order

### 3. Declaration of Pecuniary Interest

### 4. Approval of the Minutes

May 3, 2016 Regular Meeting Minutes

1-12

### 5. Business Arising from the Minutes

There are no items for discussion.

### 6. Correspondence

There are no items for discussion.

### 7. Delegations

There are no delegations.

### 8. Finance and Administration

A) 2016-2017 Authority Insurance

13-14

B) Summary of Legal Accounts

15

**9. Waste Disposal**

- A) Award of the Contract for the Cleaning and Flushing of Leachate Collection System 16-17
- B) Agreement Between EWSWA and Ridge Limited Partnership for Auto Shredder Residue 18-19
- C) Regional Landfill Cell 4 North Project Report – Cost Versus Budget 20-21

**10. Waste Diversion**

- A) EWSWA June 12, 2016 Open House – Summary of Events 22-25

**11. Any Other Items****12. By-Laws**

- A) 05-2016 – Being a By-Law to authorize the execution of an agreement between Ridge Limited Partnership and the Essex-Windsor Solid Waste Authority for the delivery and disposal of Auto Shredder Residue. 26
- B) 06-2016 - Being a By-Law to authorize the execution of an agreement between Heaton Sanitation Ltd. and the Essex-Windsor Solid Waste Authority for the supply of equipment and labour for the cleaning and flushing of leachate systems at EWSWA sites. 27
- C) 07-2016 – Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority 28

**13. Next Meeting**

Wednesday, August 10, 2016

**14. Adjournment**



# Essex-Windsor Solid Waste Authority Regular Board Meeting Minutes

**Meeting Date:** Tuesday, May 03, 2016  
**Time:** Regular Session 4:30PM  
**Location:** Essex County Civic and Education Centre – Meeting Room C  
360 Fairview Avenue West, Essex Ontario

## Attendance:

<b>Board Members:</b>	Ken Antaya	County of Essex
	Ron McDermott	County of Essex
	Tom Bain	(Ex-Officio) County of Essex
	Rino Bortolin	City of Windsor
	Fred Francis	City of Windsor
	Ed Sleiman	City of Windsor
	Jo-Anne Gignac	City of Windsor
Chair	Hilary Payne	City of Windsor
Absent:	Hilda MacDonald	County of Essex
	Drew Dilkens	(Ex-Officio) City of Windsor
<b>EWSWA Staff:</b>	Eli Maodus	General Manager
	Michelle Bishop	Manager of Finance and Administration
	Cameron Wright	Manager of Waste Diversion
	Katherine Hebert	Executive Secretary
	Ralph Reiser	Manager of Waste Disposal
<b>County of Essex Staff:</b>	Mary Brennan	Director of Council Services / Clerk
<b>City of Windsor Staff:</b>	Dwayne Dawson	Executive Director of Operations, Engineering
	Natasha Couvillon	Manager of Performance Measurement & Financial Administration
	Anne Marie Albidone	Manager of Environmental Services

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## 1. Call to Order

The Chair called the meeting to order at 4:30 PM.

## 2. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest. The Chair expressed that should a conflict of a pecuniary nature or other arise at any time during the course of the meeting that it would be noted at that time.

## 3. Approval of the Minutes

### A) February 2, 2016 Regular Meeting Minutes

Moved By Ken Antaya

Seconded By Fred Francis

THAT the Minutes from the Essex-Windsor Solid Waste Authority regular meeting, dated February 2, 2016 be approved and adopted.

**-Carried Unanimously  
17-2016**

## 4. Delegation

There were no delegations present.

## 5. Correspondence

There were no items for distribution.

## 6. Finance and Administration

### A) Status of 2016 EWSWA Budget Approval

The General Manager summarized the report regarding the 2016 Budget approval status. He noted the dispute resolution procedure was followed and the Chief Administrative Officers from Windsor and the County resolved together, on how to proceed with the anticipation that Windsor Council would approve the budget with further justification from them. Windsor Council approved the budget without further discussion on April 18, 2016.

The joint report from the two CAO's states as follows: "...Authority operating costs are assessed to be reasonable and in order. Under current operating conditions, balanced budgets will only be attained through increased assessments to municipalities."

Ms. Gignac questioned whether in light of the report from the CAO's is there anything that can be done operationally to mitigate the rising costs of the Authority?

The General Manager drew attention to page 15 of the agenda package where there are outlined reasons for the required annual increases. These increases relate to cost increases in general, inflation, negotiated increases to salaries/wages, tenders at higher than previous prices, increased energy prices and the debenture payments on a planned incremental increase schedule.

Ms. Gignac reiterated that even if waste levels decrease, tipping fees will continue to rise?

The General Manager reaffirmed.

The General Manager discussed the unknown factors of the future related to funding and considerations that are pending regarding new waste diversion legislation and funding for the Blue Box Program. Depending on the roll-out regarding Bill 151, implementation may take at least 3 maybe up to 5 or more years. The method of managing the waste diversion programs and their funding under Bill 151 has yet to be determined.

Ms. Gignac questioned when the last strategic session was held?

The General Manager indicated that the last Master Plan Review was undertaken in 2011/2012 and the next one is scheduled for 2017. There was also a Business Review in 2011/2012.

Moved By Fred Francis

Seconded By Ed Sleiman

That the Board receive the report as information.

**-Carried Unanimously  
18-2016**

## **B) 2015 EWSWA Financial Statements and Auditor's Report**

The Manager of Finance and Administration discussed the report and highlighted some areas that may be of interest to the Board. KPMG issued the financial statements an 'unmodified' opinion meaning that the statements 'present fairly, in all material respects, the financial position of the Authority as December 31, 2015 and the results of its operations and changes in net debt and cash flows for the year then ended.'

The Manager of Finance and Administration noted that on page 30 of the agenda package the table illustrates the reserve position as of December 31, 2015. She further noted that the Rate Stabilization Reserve has a balance of just over \$12 million, and that reserve is used to reduce the amount to be recovered from the municipalities over

the next 10 years or until it reaches a level of \$4 million, as recommended by the 'Business Review' that was approved by the Board.

The 2015 Authority operations resulted in a surplus of \$527K. This surplus was significantly higher than projected due to higher than anticipated quantities of greenhouse waste and contaminated soil delivered to the Regional Landfill for disposal.

The 2015 surplus of \$526,800 has been transferred to the Rate Stabilization Reserve.

Moved By Tom Bain

Seconded By Ron McDermott

THAT the Board approve the report from administration, the 2015 Financial Statements and the associated KPMG Auditor's report.

**-Carried Unanimously  
19-2016**

### **C) January to March 2016 Financial Report**

The Manager of Finance and Administration discussed the first quarter 2016 financial report and noted that it is being presented as a result of a recommendation by Price Waterhouse Coopers during their audit of certain Authority procedures and controls on behalf of the City of Windsor in 2015. The Authority hadn't been presenting the report in previous years, as most of the significant operations for waste diversion begin only in the spring and the figures presented in the first quarter are not a good reflection of the status of the programs throughout times when they are in full swing. Moving forward this report will be presented to the Board as recommended.

Mr. Sleiman asked at what frequency the bales of recyclable materials are marketed and shipped? Can we retain the material until the prices are better?

The Manager of Waste Diversion indicated that storage space for long term marketing is not available at the site. The Authority also has an agreement for the sale of certain quantities of newspaper at regular frequencies. The paper mills are guaranteed a certain quantity of loads each week. Cardboard or boxboard is a 'spotmarket' meaning when the load is ready, then we move it. He noted that the Authority facility can only store approximately 1.5 days' worth of material.

Mr. Bain questioned why comply with a recommendation that produces a report that has misrepresentative information? Since Administration produces many other thorough reports isn't that sufficient?

The Manager of Finance and Administration indicated that since it is not a problem for Administration to produce the report, it is their intention to comply with the Price Waterhouse Coopers recommendation.

Moved By Ed Sleiman

Seconded By Ken Antaya

THAT the Board receive the January to March Financial Report as information.

**-Carried Unanimously  
20-2016**

## **7. Waste Disposal**

### **A) Rental and Use of Vacant Land RFP Results**

The General Manager presented the report which outlined the Request For Proposals for the Rental and Use of Vacant Land and the resulting recommendation to award the contract to Christopher Malott Farming Enterprises Inc.. Mr. Malott submitted a proposal for the rental of all the outlined properties for \$276 per acre/year over a 5 year term. Administration is seeking approval of the Board to enter into an agreement with Christopher Malott Farming Enterprises Inc. and the County of Essex for this term. The General Manager noted that the price received was higher than anticipated.

Moved By Tom Bain

Seconded By Fred Francis

That the Board accept administration's recommendation to enter into an agreement with Christopher Malott Farming Enterprises Inc. for a five year term commencing on November 1, 2016 and ending on October 31, 2021 at a rate of \$276 per acre with the option for three separate one-year extensions upon mutual agreement of the parties; and,

That since the County of Essex is the owner of the subject lands that a report be brought before County Council recommending that the County of Essex be a party to the lease between the Authority and Christopher Malott Farming Enterprises Inc..

**-Carried Unanimously  
21-2016**

### **B) Closed Landfill #3 Clay Capping Project and Benefits**

The General Manager outlined the report and discussed the clay capping project generally. He specifically spoke about cost savings for the Authority relating to leachate. Almost immediately when the clay cap was added the quantity of leachate decreased. Over the course of the project as more clay was added and as the site was graded the amount of leachate produced decreased even more. The decreases actually occurred

faster than anticipated. Page 55 of the agenda package outlines the quantities of leachate over the last 11+ years. The clay capping project has been declared substantially complete at this time.

The General Manager acknowledged the Manager of Waste Disposal, Ralph Reiser as well as the Authority's consultant WSP Canada Inc. and the Contractor Amico Infrastructures Inc. for working so well to achieve this successful end to this project. The solution to place the clay at Landfill #3 alleviated a great amount of pressure on local municipalities by having surplus clay from the Parkway project directed to one location as opposed to potentially many different sites throughout Essex-Windsor. The Board of the Essex-Windsor Solid Waste Authority did the entire community a favour in accepting the proposal to place the clay at Closed Landfill #3, it was a win for the whole Windsor-Essex County area on top of the benefit of the added capping at the Landfill #3 site.

Mr. Payne questioned whether an even thicker cap would reduce the leachate production even more?

The Manager of Waste Disposal indicated that the cap is complete to the specifications of the Environmental Compliance Approval and Closure plan of the Landfill #3 site. The site is 350 acres and before the capping project, the cap was 1.5 metres thick. The project added 1.5 million cubic metres of clay over the surface to bring the cap to a total of approximately 2.5 metres thickness all over.

Mr. Payne questioned who paid for what portions of the work?

The General Manager indicated that the Authority did not incur a cost for the clay hauling, clay placing or grading of the site. The Authority did incur costs associated with maintenance of the site, extending manholes and other incidentals associated with the maintenance post-clay.

Mr. Payne expressed that accepting clay from the Herb Gray Parkway was collectively beneficial for all parties.

Ms. Gignac questioned now that the site is capped more thoroughly, will the site produce more methane?

The Manager of Waste Disposal indicated that Landfill #3 was created before the regulations of methane capture systems. The site is also older, and the optimal gas production years are largely passed.

Moved By Rino Bortolin

Seconded By Ed Sleiman

THAT the Board receive the report pertaining to Landfill #3 Clay Capping Project as information.

**-Carried Unanimously  
22-2016**

### **C) Closed Landfill #3 Technical Review Committee and Compensation Fund**

The General Manager discussed the Closed Landfill #3 Technical Review Committee (TRC) which was re-established as part of the clay capping project. The Board deemed it the responsibility of the TRC to administer any claims for compensation made to the Authority as a result of an adverse effect brought on by the clay capping project. Since the clay capping project is substantially complete and no further clay hauling will be taking place there is no further business for the TRC to look after at this time. The first order of business of the TRC was to establish a terms of reference, and at the time, it was resolved that the TRC would deal only with matters related to the clay capping project, and thus their mandate is now complete. The Committee administered the \$25,000 fund for each year of the project from 2012-2015. The TRC will remain inactive until such a time that it is necessary that it reconvene. The Authority is in compliance with all of the conditions of the ECA for Closed Landfill #3.

Mr. McDermott questioned the amounts of the payments related to the amounts of the claims. He wondered whether there was some consistency with claimed amounts per year?

The General Manager indicated that the TRC established the criteria used to pay out dollar amounts to claims and whether or not claims qualified. Claims were reviewed and payments were allotted based on geographic location, and per property not necessarily per claim. For example claims from properties in closest proximity to the landfill and haul route received more compensation than properties that were of greater distance from the hauling activity.

Moved By Joanne Gignac  
Seconded By Rino Bortolin  
THAT the Board receive the report pertaining to the Landfill #3 Technical Review Committee and Compensation Fund as information.

**-Carried Unanimously  
23-2016**

## **8. Waste Diversion Issues**

### **A) Bill 151 – Waste Free Ontario Act, 2015**

The General Manager provided an update on Bill 151 status in the Provincial legislature. The Bill is now in Committee. The Committee stage is an opportunity to call witnesses, examine the bill in detail and make amendments. After the witnesses have been heard, the bill is examined clause-by-clause, during which time any amendments are voted on. Once the parts of the bill have been considered, the Committee votes on the bill as a whole, and whether to report it to the House. This step may result in recommendations to change the funding model, which currently pays only 50% of the net cost of the Blue Box program. It is not known what the outcome might be at this time.

The General Manager noted that attached to the report are the comments sent to the Ministry of the Environment and Climate Change from the Authority. These comments were a collaborative submission worked on by City, County and Authority Administrations. The waste diversion programs as they exist and are delivered by the Authority will be status quo until a new model is adopted if that should happen.

Moved By Ron McDermott  
Seconded By Rino Bortolin  
THAT the Board receive the report pertaining to Bill 151 – Waste Free Ontario Act 2015 as information.

**-Carried Unanimously  
24-2016**

## **B) Windsor Blue Box Collection Tender Results Effective 2017**

The General Manager brought forward a report which outlines the cost increase and other associated changes for the next Windsor Blue Box Collection contract. This contract is slated to start February 27, 2017. The County collection contract doesn't expire until November 30, 2017.

Moved By Joanne Gignac

Seconded By Tom Bain

THAT the Board receive the report pertaining to the Windsor Recycling collection tender as information.

**-Carried Unanimously  
25-2016**

## **C) 2015 Residential Waste Diversion Cover Report**

The Manager of Waste Diversion discussed the 2015 Residential Waste Diversion Report and provided a summary of the stand-out items. He noted that the cover report on page 68 and 69 of the agenda package outlines the more comprehensive report which is attached in its entirety. There have been decreases across the province with regard to tonnes and Essex-Windsor is no different. The Authority is receiving less tonnes which is attributed mostly to light-weighting of products and not necessarily to reduced participation. Unfortunately the diversion rates are calculated based on tonnes and not on piece counts or volume.

Mr. Payne questioned whether there is any chance of increasing the diversion rate as it stands with programs remaining status quo. Is Essex-Windsor comparable to other areas in the province?

The Manager of Waste Diversion indicated that the Authority has encompassed most of the recommended diversion strategies spawned from the Master Plan Review in 2011/2012. At this time, any significant increase to the diversion rate would come from programs such as curbside organics collection including yard and kitchen waste, bag limits for garbage and increased frequency of recycling collection. Comparing Essex-Windsor with other municipalities that don't have organics programs, the rates are demonstrating similar trends. In fact, Essex-Windsor has a better rate than some other "non-organics" programs.

Mr. Antaya questioned whether there was anything regarding incentives that Essex-Windsor could do to increase the diversion rate and perhaps participation.

The Manager of Waste Diversion indicated that although public education and tweaking of the program can have some minor impacts, there aren't any further incentives for funding at this time, which can provide for increases to the rates. The next move would require significant financial investment on the part of the Authority. The unknown factor

at this point in time is the Bill 151 outcome. This could have an impact depending on how things change.

Mr. Antaya questioned if internally it is thought that the participation is increasing or decreasing?

The Manager of Waste Diversion indicated that since light-weighting is such an issue, weight can be deceiving. Households are setting out more and more boxes, containing more pieces and greater volume of items. Participation seems to be gaining even when considering the weights are decreasing.

Mr. Bain raised the issue of plastic bags and the Envirotips newsletter that outlined the position of the Authority as not accepting bags of any type in the recycling program. He noted that some residents are threatening to cease recycling if they have to purchase boxes and can't use the plastic bags. What are we telling people?

The Manager of Waste Diversion indicated that plastic bags have never been 'allowed' in the recycling program, and for several years now the newsletter has indicated this in print. This particular Envirotips put the plastic bag issue on the front page, as it is a real problem for the recycling centre. Plastic bags, either the grocery bags or large bags, contaminate the loads of recyclables and they require manual handling by staff to physically cut open the bags. It's not an issue of a few hundred bags, its thousands of bags every day, which travel through the sorting equipment and get entangled onto the conveyers, causing breakdowns and malfunctions which lead to lost time and less efficiency. Materials in bags can more often make it to the residual bin destined for the landfill than not. The Authority has expressed that recyclables are to be set out in red and blue boxes, recycling carts or even cardboard boxes. Shredded paper can be placed into paper yard waste bags marked as shredded paper or in cardboard boxes. People are now recognizing that bags are a problem and most people want to do the right thing, they will find a way to recycle.

Mr. Payne indicated that there is some confusion with regard to the plastic bag issue. Why is the Authority collecting the bags if they cause such an issue?

The Manager of Waste Diversion indicated that it is the hope of administration that the 'No Plastic Bags' message is received by those using the bags and that their use comes to an end.

Ms. Gignac expressed that it is apparent that without adding more programs to the existing Authority arsenal, then the diversion rate will not significantly change. What is the cost analysis for establishing an organics program?

The General Manager agreed with Ms. Gignac in that the diversion rate has not changed significantly in the past several years and that any change would require an organics program. He further noted that a basic cost analysis was performed and that any new programs would significantly raise the cost to municipalities. There is also the issue of infrastructure and the issues surrounding that technology. There are plants that

exist, but there are odour issues and other irritants aside from financial costs associated with those programs. Some municipalities have accepted those issues and the costs and now have organics programs. Essex-Windsor has not been prepared to do the same so far.

Ms. Gignac expressed that weekly collection of recycling would be one way to mitigate some of the collection issues. Perhaps less need for containers and plastic bags if the truck came by weekly instead of bi-weekly.

Moving recycling collection to weekly in exchange for bi-weekly garbage would keep the costs mostly the same, but then there would be the unpalatable 2 week old garbage to contend with. Programs are intertwined and investment in organics programs would be one way to mitigate the garbage bi-weekly stink.

Moved By Joanne Gignac

Seconded By Fred Francis

THAT the Board receive the 2015 Waste Diversion Report as information.

**-Carried Unanimously  
26-2016**

## **9. Any Other Business**

There was no other business raised.

## **10. By-Laws**

### **A) 02-2016 Being a By-Law to Authorize the General Manager to Enter Into an Agreement with the Corporation of the County of Essex and Christopher Malott Farming Enterprises Inc. for the Rental and Use of Vacant Land**

Moved By Ken Antaya

Seconded By Ron McDermott

THAT By-Law 02-2016, Being a By-Law to Authorize the General Manager to Enter Into an Agreement with the Corporation of the County of Essex and Christopher Malott Farming Enterprises Inc. for the Rental and Use of Vacant Land be given three readings and be adopted this 3<sup>rd</sup> day of May 2016.

**-Carried Unanimously  
27-2016**

**B) 03-2016 – Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority**

Moved By Rino Bortolin  
Seconded By Fred Francis  
THAT By-Law 02-2016, Being a By-Law to confirm the proceedings of the Board of the Essex-Windsor Solid Waste Authority be adopted.

**-Carried Unanimously  
28-2016**

**11. Next Meeting**

The next meeting of the Board is scheduled for June 7, 2016.

**12. Adjournment**

Moved By Tom Bain  
Seconded By Ron McDermott  
THAT the Board stand adjourned at 6:05 PM.

**-Carried Unanimously  
29-2016**

**All of which is respectfully submitted.**

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**Hilary Payne  
Chair**

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**Ilija Maodus  
General Manager**

# Essex-Windsor Solid Waste Authority Administrative Report

June 20, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority  
**From:** Michelle Bishop, Manager of Finance and Administration  
**Meeting Date:** Tuesday, July 05, 2016  
**Subject:** 2016/2017 ESWWA Insurance

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## **Purpose**

The purpose of this report is to update the Board of Directors on the Authority's comprehensive insurance program renewal for the period of June 1, 2016 to May 31, 2017.

## **Discussion**

The Authority's annual insurance policy term is June 1 to May 31. The Authority's insurance broker is Aon Reed Stenhouse Inc.

In 2014 a request for quotes was distributed by AON at the direction of Authority administration. Changes in the underwriting insurance companies resulted in both annual savings and improved coverage levels. This is the second renewal under the new program.

The following table summarizes the various coverages and related premiums. As highlighted in the table the 2016/2017 program represents an overall decrease in premiums of (\$840) from the prior year.

The change in the property and equipment premium is related to a slight increase in the valuations of the replacement cost of the Authority's facilities and equipment due to the purchase of new heavy machinery at the Regional Landfill along with a savings due to the removal of insurance on obsolete equipment and property.

The reduction in the owned automobile premium is due to the removal of an obsolete vehicle at the Regional Landfill.

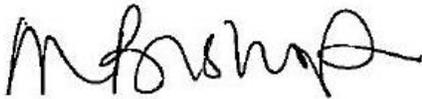
The insurer has identified higher risk potential for both the environmental and legal policies and as a result increased the premiums. However, this increase was offset by a decrease in overall general liability premiums paid by the Authority.

<b>Class</b>	<b>2016 / 2017 Premium</b>	<b>2015 / 2016 Premium</b>	<b>Dollar Amount of Change</b>
Property & Equipment	\$99,552	\$99,119	\$433
Environmental	\$36,050	\$35,000	\$1,050
Owned Automobile	\$14,543	\$15,960	(\$1,417)
General Liability	\$18,316	\$19,824	(\$1,508)
Umbrella Liability	\$12,500	\$12,500	\$0
Errors & Omissions	\$11,270	\$11,270	\$0
Boiler & Machinery	\$5,176	\$5,176	\$0
Directors & Officers	\$4,402	\$4,402	\$0
Crime	\$1,882	\$1,882	\$0
Legal	\$1,500	\$941	\$559
<b>Total Premium</b>	<b>\$205,191</b>	<b>\$206,074</b>	<b>(\$883)</b>
<b>PST on All But Auto</b>	<b>\$15,252</b>	<b>\$15,209</b>	<b>\$43</b>
<b>Grand Total</b>	<b>\$220,443</b>	<b>\$221,283</b>	<b>(\$840)</b>

### Recommendation

That the Board receive the report pertaining to the 2016/2017 Insurance program as information.

### Submitted By



Michelle Bishop, Manager of Finance and Administration

# Essex-Windsor Solid Waste Authority Administrative Report

June 28, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority

**From:** Ilija Maodus, General Manager

**Meeting Date:** Tuesday, July 05, 2016

**Subject:** Summary of Legal Accounts

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## 1. Bondy Riley Koski

**\$1,756.92**

Regarding: General Legal Matters  
Invoice 14552  
Billing Period February 10, 2016 to May 27, 2016  
Invoice Date May 31, 2016

## 2. Jeffrey J. Hewitt

**\$1,577.38**

Regarding: Bad Debt Recovery  
Invoice 2016018  
Billing Period N/A  
Invoice Date June 27, 2016

### Recommendation

That the Board authorize the payment of the legal accounts as summarized.

### Submitted By



Ilija Maodus, General Manager

# Essex-Windsor Solid Waste Authority Administrative Report

June 23, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority  
**From:** Ralph Reiser, Manager of Waste Disposal  
**Meeting Date:** Tuesday, July 05, 2016

**Subject:** Tender Award for the Cleaning and Flushing of Landfill Leachate Systems

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## Purpose

The purpose of this report is to advise the Board of the tender prices received for the Cleaning and Flushing of Leachate Collection Systems at the Regional Landfill, Landfill #2 and Landfill #3 and to recommend that the contract be awarded to Heaton Sanitation Limited.

## Discussion

Under the three existing landfill Environmental Compliance Approvals, the Authority is required to clean and flush the leachate collection systems at least every 2 years. To this end, Administration called a tender to solicit prices to carry out the necessary work. The 2016 budget included an amount of \$80,000 as the total project amount.

The above noted tender was emailed to a list of contractors, posted with the Windsor Construction Association and the Lambton Area Builders Exchange and was posted on the EWSWA website as well as with [www.biddingo.com](http://www.biddingo.com) and [www.merx.com](http://www.merx.com). The tender closed on Thursday June 9, 2016. On that date the Manager of Waste Disposal administered the public opening of the tenders received. Tenders were received as follows:

Contractor	Price excludes 13% HST
Heaton Sanitation Ltd.	\$72,000
Benko Sewer Services (Division of Badger Daylighting Ltd.)	\$91,400
Bob Robinson & Son Construction	\$133,351

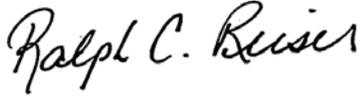
## Budget Impact

The 2016 budget included an amount of \$80,000 as the total project amount.

**Recommendation**

That the tender price of \$72,000 excluding HST, submitted by Heaton Sanitation Limited for the Cleaning and Flushing of Leachate Collection Systems be accepted by the Authority; and, that the Board authorize the execution of an agreement between the Essex-Windsor Solid Waste Authority and Heaton Sanitation Limited to this regard.

**Submitted By**



Ralph Reiser, Manager of Waste Disposal



Ilija Maodus, General Manager

# Essex-Windsor Solid Waste Authority Administrative Report

June 27, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority  
**From:** Ilija Maodus, General Manager  
**Meeting Date:** Tuesday, July 05, 2016  
**Subject:** Auto Shredder Residue for Daily Cover – 2016 to 2019

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## **Purpose**

The purpose of this report is to advise the Board that an agreement has been reached between the Authority and Ridge Limited Partnership for Ridge to provide the Authority with Auto Shredder Residue (ASR) for the period June 1, 2016 to May 31, 2019.

## **Background**

Landfills require the use of a material to cover the refuse at the end of each day in order to control odour, vermin, blowing litter and to form a firm base upon which heavy equipment can operate. Types of cover material include soil/clay, tarps and auto shredder residue which is a material generated after an automobile has had all recyclable material removed and is then shredded. The material consists of glass, fiber, rubber, plastics and dirt. The Authority has been making use of ASR at the Regional Landfill for many years.

The Authority was previously engaged with BFI Canada Inc. for the period July 2014 – December 2015 for the provision of ASR.

The Authority is able to charge a fee to those companies who are required to manage ASR. The Authority is therefore able to derive a benefit from the use of the material in its landfill operations while at the same time earning revenue.

## **Discussion**

In late 2015 BFI Canada Inc. advised Authority administration that they would not be able to renew the aforementioned expiring agreement for 2016. That being said, BFI did deliver ASR for the period January - May 2016 on a month-to-month basis with no formal agreement in place and an estimate of this revenue was included in the Authority's 2016 budget. However, the Authority's 2016 budget did not include a revenue line item related to ASR for the period June – December.

The agreement with Ridge Limited Partnership will earn the Authority previously unbudgeted revenue of \$187,000 for 2016; \$320,000 for each of 2017 & 2018 and \$133,000 for 2019.

**Recommendation**

THAT the Authority approve the agreement between Ridge Limited Partnership and the EWSWA and further that the Chair and General Manager be authorized to sign said agreement.

**Submitted By**

A handwritten signature in black ink that reads "Ilija Maodus". The signature is written in a cursive, flowing style.

Ilija Maodus, General Manager

# Essex-Windsor Solid Waste Authority Administrative Report

June 27, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority  
**From:** Ilija Maodus, General Manager  
**Meeting Date:** Tuesday, July 05, 2016  
**Subject:** Regional Landfill Cell 4 North – Construction Cost – 2015/2016

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## **Purpose**

The purpose of this report is to advise the Board that the cost to develop/construct Cell 4 North at the Regional Landfill was \$5,994,000. The tender amount was \$6,022,000.

## **Background**

At the Board's May 5, 2015 meeting it was resolved to award the tender for the development/construction of Cell 4 North at the Regional Landfill to SLR Contracting Group Inc.

SLR was the low bidder. The tendered amount was \$6,022,000 including 1.76% HST.

SLR was also the low bidder for the development/construction of Cell 3 North which was undertaken in 2011.

## **Discussion**

Construction began in 2015 and continued into 2016. Waste began to be buried in the cell in March 2016.

The project was managed jointly by the Authority's Manager of Waste Disposal and the Authority's engineering consultant WSP Canada Inc.

## **Past and Future Cell Development**

The Regional Landfill was designed to be developed with a total of 5 cells, constructed half a cell at a time. The following schedule depicts the cell development schedule to date with estimated dates for future cell development. Dates in the future are subject to change based on the actual and projected volumes of waste.

1997.....Cell 1  
2002.....Cell 2 North  
2004/2005.....Cell 2 South  
2011.....Cell 3 North  
2015/2016.....Cell 4 North  
2018 or 2019 .....Cell 3 South  
2024.....Cell 4 South  
? .....Cell 5 North  
? .....Cell 5 South

Based on current levels of waste it is estimated that the Regional Landfill has enough capacity until 2040.

**Recommendation**

For the Authority's information.

**Submitted By**



Ilija Maodus, General Manager

# Essex-Windsor Solid Waste Authority Administrative Report

June 28, 2016

**To:** The Chair and Board of the Essex-Windsor Solid Waste Authority  
**From:** Cameron Wright, Manager of Waste Diversion  
**Meeting Date:** Tuesday, July 05, 2016  
**Subject:** 2016 EWSWA Open House

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## **Purpose**

To provide information to the Authority on the EWSWA Open House that was held on Sunday June 12, 2016 at the Windsor Material Recovery Facility.

## **Background**

For the past 5 years, EWSWA waste diversion staff have organized an Open House at the Windsor Material Recovery Facility. The open house is an opportunity for local residents to find out more about EWSWA's waste diversion programs and to gain a better understanding of how and why recyclable material and other waste materials have to be handled the way they are and ultimately what happens to these materials.

## **Discussion**

The 5th annual Open House was held Sunday June 12th from 10:00 am until 2:00 pm. Sundays are the only day that the facilities are not operational and provide EWSWA with an opportunity to showcase its operations without posing any undue liability to the public. EWSWA relies heavily on the services of its contractors to assist in the set-up and successful operation of the day. This year Windsor Disposal Services Inc. and BFI/Progressive conducted on-going demonstrations of their recycling vehicles, mainly for the children; EWSWA staff conducted guided tours of the recycling facilities and carried out many waste diversion activities aimed at educating children and their parents; Buckham Transport set up a hazardous waste display for the public; and the Children's Water Festival was on hand to demonstrate the connection between waste and clean water. Other organizations that played a role in the day included the Girl Guides, City of Windsor, and Computers for Kids.

EWSWA staff also conducted several fun events for the children, including: "fun with compost", a "recycling sort game, a "microplastics display", and "find the recycling facts" search. Authority staff also set up displays on where recyclable materials go and dangerous and unacceptable blue and red box materials. Our primary themes for the day were "Where do

your recyclable materials go”; “Why plastic bags shouldn’t be used”; and “why it is important to keep your recyclable containers and paper separate at the curb”. This year more than 350 local residents attended the Open House.

**Recommendation**

That the Board receive the report as information.

**Submitted By**

A handwritten signature in black ink, appearing to read 'C. Wright', is positioned below the 'Submitted By' heading.

Cameron Wright, Manager of Waste Diversion

**Attachment(s)**

- Open House Flyer
- Open House Media Release



TOUR THE RECYCLING CENTRE

SAVE THE DATE - JUNE 12TH!



# You're Invited!

**FREE Open House /  
Tour The Recycling Centre**

**Sunday, June 12th / 10 a.m. to 2 p.m.**

**One Day Only - Rain or Shine**

3560 North Service Rd. E (see map on reverse)

1-800-563-3377 / [www.ewswa.org](http://www.ewswa.org)

- Families Welcome / Bring The Kids!
- Check Out The Recycle Trucks / Get Inside!
- Watch Truck Demonstrations
- See How All Your Products Get Recycled
- Tour The Recycling Centres
- BBQ (proceeds go to charity)
- Fun Activities For Kids & Much More - see reverse!
- On Sale: Recycle Carts \$85 & Recycle Boxes \$6

## OPEN HOUSE



## Bring The Kids For A Great Day At The Recycling Centre!

- Take Our Recycling Challenge
- Fun With Compost
- Clean A Stream Activity
- Visit Our Microplastics Display
- Play With Our Envirosapes
- Recycling Displays & Games
- Meet Our Contractors
- Ask The Specialist
- Visit The Information Booths
- Draw To Win Prizes
- ON SALE: Recycle Carts \$85 & Recycle Boxes \$6
- BBQ / Hamburgs / Hotdogs (proceeds go to charity)

*\*Facility is CLOSED for the receipt of materials. Open for public TOURING ONLY.*

Essex-Windsor Solid Waste Authority / 1-800-563-3377 / [www.ewswa.org](http://www.ewswa.org)



# Essex-Windsor Solid Waste Authority

360 Fairview Ave. West, Suite 211 Essex, ON N8M 3G4

ph: 519-776-6441 f: 519-776-6370

tf: 1-800-563-3377 / tty: 1-877-624-4832

email: ask@ewswa.org / web: www.ewswa.org

For Immediate Release

June 2, 2016

## Open House at the Recycling Centre

You're invited to our annual Open House at the Recycling Centre!

When: **Sunday, June 12th**

Time: **10 a.m. to 2 p.m. / One Day Only - Rain or Shine**

Where: **Essex-Windsor Recycling Centre - 3560 North Service Rd. E**

### What we are planning for the day

All of our facilities on site will be open to the public for touring. We are opening up the facility for residents to see how all of their products get recycled! (Recycling Centres, Compost Pad, Household Chemical Waste Depot & Reuse Centre).

- Families Welcome / Bring The Kids
- Check Out The Recycle Trucks / Kids Can Get Inside!
- Watch Demonstrations
- Check Out Our Recycling Display
- Clean A Stream Kid's Activity
- Herb Garden Planting
- Hamburgers / Hotdogs / Proceeds Go To Charity
- Draw To Win Prizes
- Ask The Specialist / Information Booths
- **On Sale:** 65 gal recycling carts \$85 (new bigger size - taxes in), Recycle Boxes \$6 (taxes in). These items will be sold in the City of Windsor parking lot – on site.

**\*\* Site open for public touring Only. Facility is Closed for the receipt of materials - residents with garbage will be turned away.**

**For More Information Contact**

#### **Cathie Griffin**

Communication Specialist

519-776-6441 ext. 1228 (office)

519-980-8165 (mobile)

[cgriffin@ewswa.org](mailto:cgriffin@ewswa.org)

#### **Cam Wright**

Manager, Waste Diversion

519-944-3421

519-796-3540 (mobile)

[cwright@ewswa.org](mailto:cwright@ewswa.org)

# Essex-Windsor Solid Waste Authority

## By-Law Number 5-2016

### Being a By-Law to Authorize the Execution of an Agreement Between the Essex-Windsor Solid Waste Authority and Ridge Limited Partnership for the Disposal of Auto Shredder Residue at the Essex-Windsor Regional Landfill.

**Whereas** the Essex-Windsor Solid Waste Authority has entered into an Agreement with the Ridge Limited Partnership, dated July 5, 2016 for the Disposal of no less than 40,000 tonnes and up to 60,000 tonnes of Auto Shredder Residue at the Essex-Windsor Regional Landfill for each 12 month period of the term of the agreement.

**Now Therefore** the Essex-Windsor Solid Waste Authority enacts as follows:

- 1. That** EWSWA hereby approves a contract with Ridge Limited Partnership upon and subject to the terms, covenants and conditions contained in the Agreement.
- 2. That** the term of this Agreement shall be for a period commencing on the 1st day of June, 2016 and expiring on the 31st day of May, 2019;

This By-Law shall take effect upon the final passing thereof.

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**Hilary Payne**  
Chair

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**Ilija Maodus**  
General Manager

**Read a First, Second And Third Time, Enacted and Passed This 5<sup>th</sup> Day Of July 2016.**

# Essex-Windsor Solid Waste Authority

## By-Law Number 6-2016

**Being a By-Law to Authorize the Execution of an Agreement Between the Essex-Windsor Solid Waste Authority and Heaton Sanitation Ltd. For the Provision of Equipment, Materials and Labour for the Cleaning and Flushing of Leachate Collection Systems at Essex-Windsor Solid Waste Authority Sites.**

**Whereas** the Essex-Windsor Solid Waste Authority has entered into an Agreement with Heaton Sanitation, dated July 5, 2016 for the Provision of Equipment, Materials and Labour for the Cleaning and Flushing of Leachate Collection Systems at Essex-Windsor Solid Waste Authority Sites.

**Now Therefore** the Essex-Windsor Solid Waste Authority enacts as follows:

- 1. That** EWSWA hereby approves a contract with Heaton Sanitation upon and subject to the terms, covenants and conditions contained in the Agreement.
- 2. That** the term of this Agreement shall be for a period of 19 working days commencing on an agreed-to date at the discretion of the Authority;

This By-Law shall take effect upon the final passing thereof.

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**Hilary Payne**  
Chair

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**Ilija Maodus**  
General Manager

**Read a First, Second And Third Time, Enacted and Passed This 5<sup>th</sup> Day Of July 2016.**

# Essex-Windsor Solid Waste Authority

## By-Law Number 7-2016

### Being A By-Law To Confirm The Proceedings Of The Meeting Of The Board Of The Essex-Windsor Solid Waste Authority.

**Whereas** by Agreement dated 18 May 1994, made between the Corporation of the County of Essex and the Corporation of the City of Windsor, the Essex-Windsor Solid Waste Authority (The Authority) was created as a joint board of management pursuant to Sections 207.5 and 209.19 of the *Municipal Act, RSO 1990, Chapter M.45* and;

**Whereas** Subsection 5.(3) of the Municipal Act, RSO 2001, Chapter 25, provides that the powers of a municipality shall be exercised by By-Law and;

**Whereas** Section 1 of the Municipal Act RSO 1990, Chapter M 46 defines a municipality as including a board, commission or other local authority exercising any power with respect to municipal affairs or purposes and;

**Whereas** it is deemed expedient that the proceedings of the Authority at this meeting be confirmed and adopted by By-Law

**Now Therefore** the members of the Authority enact as follows:

- 1) The action of the members of the Authority in respect to each recommendation contained in the Report/Reports of the Committees and each motion and resolution passed and other action taken by the members of the Authority at this meeting is hereby adopted and confirmed as if all such proceedings were expressly set out in this by-law.
- 2) The Chair and the proper officials of the Authority are hereby authorized and directed to do all things necessary to give effect to the action of the members of the Authority referred to in the preceding section hereof.
- 3) The Chair and the General Manager of the Authority are authorized and directed to execute all documents necessary in that behalf.

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**Hilary Payne**  
Chair

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**Ilija Maodus**  
General Manager

**Read a First, Second and Third Time, Enacted and Passed This 5<sup>th</sup>  
Day of July, 2016.**