



Essex-Windsor Solid Waste Authority Regular Board Meeting Agenda

Meeting Date: Tuesday, February 07, 2017
Time: Regular Session 4:30 PM
In-Camera Session – Following Regular Session
Location: Essex County Civic & Education Centre – Room C
360 Fairview Avenue West, Essex Ontario

List of Business

Page Numbers

1. Call To Order 4:30 PM

2. Board Composition for 2017

- A) Returning to Board for 2017 – Amherstburg Mayor Aldo DiCarlo
- B) Replacing Hilary Payne due to resignation – Windsor Councillor Bill Marra

3. Election of a Chair and Vice Chair for 2017

The Chair will be elected from among County of Essex representatives. The Vice Chair will be elected from among City of Windsor representatives.

4. Declaration of Pecuniary Interest

5. Approval of the Minutes

November 29, 2016 Regular Meeting Minutes

1-11

6. Business Arising from the Minutes

There are no items for discussion.

7. Correspondence

There are no items for discussion.

8. Delegations

There are no delegations.

9. Waste Disposal

- A) Large Volume Tipping Fee Brackets and WDS Waste Contract for 2017 – 2020 12-14
- B) Large Volume Waste Contract with ADM Agri-Industries for 2017 15
- C) Appointment of a Board member to the Landfill Liaison Committee for 2017 16-17

10. Finance and Administration

- A) EWSWA 2017 Budget Approval Status 18-19
- B) Update on 2016 Revenue & Expenditures Projection 20-21
- C) EWSWA Board Meeting Dates for 2017 22

11. Waste Diversion

- A) Recycling Gold Star Program Update 23-29

12. In-Camera Session – See Other Agenda**13. Any Other Items****14. By-Laws**

- A) 01-2017 – Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority 30

15. Next Meeting

Tuesday, March 7, 2017

16. Adjournment



Meeting Date: Tuesday, November 29, 2016
Time: 10:00 AM
Location: Windsor City Hall, Council Chambers – 3rd Floor
350 City Hall Square W, Windsor, Ontario

Attendance:

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

1. Call to Order

The General Manager called the meeting to order at 10:10 AM.

2. Declaration of Pecuniary Interest

The Chair called for any declarations of pecuniary interest and none were noted. He further 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) November 1, 2016 Regular Meeting Minutes

Moved By Fred Francis

Seconded By Ken Antaya

THAT the Minutes from the Essex-Windsor Solid Waste Authority regular meeting, dated November 1, 2016 be approved and adopted.

**-Carried Unanimously
78-2016**

4. Business Arising From the Minutes

There was no business arising from the minutes.

5. Correspondence

There were no correspondence items.

6. Delegation

There were no delegations present.

7. Waste Disposal

A) Waste from Outside Essex-Windsor – November 3, 2015 EWSWA Board Resolution

Moved By Ron McDermott

Seconded By Ed Sleiman

THAT the report pertaining to Waste from Outside Essex-Windsor – November 3, 2015 EWSWA Board Resolution be received as information.

**-Carried Unanimously
79-2016**

B) Request from Goodwill Industries – Essex Kent Lambton for Charitable organization status

The General Manager discussed the request from Goodwill Industries to be approved for charitable status which would allow Goodwill to bring in refuse to any one of the EWSWA's drop off locations at a subsidized rate. He further noted that Goodwill has properly reported to the Canada Revenue Agency and follows the Reduce, Reuse and Recycle principle. The General Manager is recommending Goodwill's request for approval by the Board.

Mr. Bortolin questioned if the EWSWA landfill would be the only landfill Goodwill would use.

The General Manager explained Goodwill would only bring their local refuse to one of the EWSWA's facilities.

Mr. Sleiman questioned if Goodwill would bring their refuse to the landfill or one of the Transfer Stations operated by EWSWA.

The General Manager expressed that Goodwill would be able to choose to deliver their refuse to the landfill without a fee, or to one of the Public Drop Off locations where there would be a subsidized fee accessed.

Moved By Ed Sleiman

Seconded By Fred Francis

THAT the Request from Goodwill Industries –Essex-Kent Lambton be approved for Charitable Organization Status.

**-Carried Unanimously
80-2016**

8. Waste Diversion

A) Extensions of Contacts with Windsor Disposal Services Limited for the Provision of Blue Box Recycling Collection in the County of Essex, Processing of all Blue Box Recyclables from Windsor and the County of Essex and Repairs & Maintenance of Processing Equipment in the two Material Recovery Facilities to November 30, 2020.

The General Manager provided an overview of the current Repair and Maintenance contract as well as the existing Blue Box Recycling Collection contract with Windsor Disposal Services Ltd. He further explained that the proposed extension would see both contracts extended until 2020. The proposal also includes an option for further extension of 1-2 years. The General Manager explained the reasoning behind this request for extension is the new legislation, Bill 151 which concerns extended producer responsibility. He further noted that historically Administration has always retendered but due to the uncertainty of the new legislation entering into a long term agreement may create future problems should the Authority be forced to break the contract due to new legislation. The General Manager further noted that a new tender would also most likely result in increased costs as was seen with the City of Windsor contract for blue box collection. Windsor Disposal Services Ltd has agreed to this extension without any annual increases or decreases beyond the standard adjustments for changes in the consumer price index.

Moved By Ed Sleiman

Seconded By Fred Francis

THAT the Board approve the extension of Contracts with Windsor Disposal Services Ltd for the Provision of Blue Box Recycling Collection in the County of Essex, Processing of all Blue Box Recyclables from Windsor and the County of Essex and Repairs & Maintenance of Processing Equipment in the two material Recovery Facilities to November 30, 2020 with the option for an extension of one or two years.

**-Carried Unanimously
81-2016**

9. Finance and Administration

A) 2017 Budget Deliberation

The Chair provided an overview of the motion for an increase which did not pass at the previous EWSWA Board Meeting on November 1, 2016. The Chair explained that in preparation for this meeting he met with the General Manager and the Manager of Finance to discuss the agenda for today's meeting. The Chair requested a report which presented options for the Board to consider and discuss. He further requested a 10 year

forecast model related to each option, specifically showing the Reserve and Municipal Assessment levels.

The General Manager discussed Table A on page 24 of the Agenda Package. He explained that the Regional Landfill is a large part of the Authority but it only consists of 14 percent of the total cost of the EWSWA. The General Manager notes the total expenditures in 2017 will be \$23M and is forecasted to rise to \$28M in 10 years. He further notes that Table A demonstrates the last debenture payment of \$7.8M will be made in 2031 and thereafter the same amount will be contributed to the Perpetual Care Reserve. The General Manager explained that it is the objective that there be enough money in the Perpetual Care Reserve so that municipalities are not assessed any costs once the landfill ceases operation.

Ms. Gignac questioned how future cost savings are calculated when considering the new recycling legislation and Extended Producer Responsibility.

The General Manager indicated that all Provincial Municipalities are attempting to quantify this same question; however there is no definitive answer at this time. He explained the cost of the Blue Box Program will eventually be the responsibility of the Stewards but there is not a timeline in place for this transition. The General Manager suspects that Municipal funding for the blue box program will increase from the current level of 50 % of net cost to some higher percentages in increments but the Environment Ministry has not released any specific details at this time. He further indicated the Stewards may engage the municipalities to continue to deliver the program or the Stewards may make arrangements directly. The General Manager noted AMO has a public forum scheduled for February 2017 but it is unknown at this time what specific details will be known or able to be discussed at that time.

The Chair requested the General Manager to explain what percentage of total expenditures is related to the Recycling and Regional Landfill programs in the Authority's 2017 budget.

The General Manager indicated that Table A demonstrates 31 percent of the Authority's expenditures relates to Recycling and 14 percent relates to the Regional Landfill.

Mr. Sleiman commends Administration on the clarity of the tables but notes there are still many variables. He notes Table A is based on the premise that there are no changes in legislation.

Mr. Bortolin questioned what was being done with the Regional Landfill Perpetual Care Reserve.

The General Manager explained that the Perpetual Care Reserve has a current balance of \$2M and contributions are suspended until 2032 at which time Landfill Debenture payments cease with similar payments directed to the Regional Landfill Perpetual care Reserve.

Mr. Bortolin questioned what the Perpetual Care Reserve would be used for in the future.

The General Manager explained that currently the Regional Landfill has enough capacity until 2040. This Reserve is required to last for an indefinite amount of time after the landfill ceases to accept waste.

The Manager of Finance explained that the Authority's external auditor has examined Administration's calculation of Perpetual Care estimates and Reserve requirement.

Ms. MacDonald questioned if the Authority is setting aside finances to purchase a future landfill site.

The General Manager responded that the Authority is not currently doing so.

Ms. MacDonald stated that the Rate Stabilization Reserve should not be depleted at an accelerated rate. She further stated that Municipal County Councils are looking beyond their 4 year term when they consider their long term financial planning.

The Chair noted that technology is rapidly changing and that landfilling may not be the waste disposal method in use after the Authority's landfill is full.

The General Manager noted that the Table B found on page 25 of the Agenda Package summarizes various 2017 budget scenarios. He further noted that a 5.86% increase made up of a fixed cost increase of \$260,550 and a \$4 fee increase would have been Administration's recommendation if it wasn't for the unexpected 2016 favorable income. The General Manager also stated that this is the "go-forward" recommendation as well. The General Manager explained that a \$260,000 fixed cost increase is still required but due to the additional 2016 revenue a \$2 fee increase is what is recommended for 2017. He reiterated that this continues to be Administration's recommendation for the 2017 budget.

Mr. McDermott noted that Table D of the Agenda Package (which shows a 4.11 % fee increase) was brought forward from the November 1, 2016 EWSWA Board Meeting. He also noted that Authority Administration met with the City of Windsor and County Administrations (known as the Technical Staff Committee) and this was their recommendation for 2017.

Mr. McDermott stated that he supports the recommendation as put forth by the aforementioned Technical Staff Committee.

The Chair noted that the City of Windsor Council had requested all Agencies/Boards and Commissions to freeze their requests for 2017. He further noted this puts the City of Windsor Board Members in a difficult position.

The Chair questioned what the City and County Administrations had recommended for the 2016 Budget.

The General Manager stated it was Administration's original recommendation that was eventually passed by both Essex and Windsor Councils.

Ms. MacDonald expressed that she appreciates the Tables showing the options being presented because it allows the Board to see financially where Administration forecasts the EWSWA will be in 2026. She respects the City of Windsor's 0% objective but is more concerned with being financially prepared for 2026 being 10 years forward.

Ms. Gignac indicated that with regards to the Rate Stabilization Reserve and the new Provincial Waste Legislation it is extremely difficult to project beyond 2-3 years from now. She noted the Authority's large increase in unbudgeted revenue due to construction projects within Essex County. She also believes that similar projects are going to continue with the construction of the new hospital and bridge. Ms. Gignac further noted that despite annual budget increases the EWSWA will be continuing to generate money into the reserve even if the Board approves a 0% increase.

Mr. Antaya expressed concern with relying on unexpected revenue such as the extra \$1.7M forecasted for 2016. He does not believe this will be repeated in future years. Mr. Antaya indicated that he appreciates the City of Windsor's approach but noted that there are 7 other Towns to consider. Mr. Antaya agrees with Administration's recommendation of the fixed cost increase plus the \$2 fee increase.

Mr. McDermott questioned if there are any figures from the past that demonstrate a trend of projected deficit or surplus.

The Manager of Finance indicated that the past number of years has seen significant revenue fluctuations. She noted for example in 2011 actual revenue from the sale of recyclable materials was \$4.8 million dollars, a total of \$1.5 million over budget due to higher than expected commodity prices. However, the prices dropped sharply in 2012 and revenue since that time has been significantly less due to a decrease in prices. The Manager of Finance also explained that landfilled tonnages were also hard to predict. Some revenue sources such as Municipal revenue is consistent year to year but revenue from local construction projects such as the contaminated soil material delivered in 2016 are difficult to forecast. The Authority does not know with certainty what types of material if any will be received.

The Chair requested the Board members select one of the options presented, being either 5.86%, 4.11%, 2%, or 0%. He requested that a Board member make a motion and if that motion is seconded then the motion is open for statements.

Mr. Sleiman moved that he would like the EWSWA Board to consider a 2% increase for 2017 and 0% increase for 2018

Moved By Ed Sleiman

Seconded By NO Seconder

THAT the EWSWA Board approve a 2% increase for 2017 and 0% increase for 2018.

Discussion on the motion-

No discussion took place as the motion was not seconded.

Moved by: Ken Antaya

Seconded by Hilda MacDonald

THAT the recommendation for a 4.11% increase be approved for 2017.

Discussion on the Motion

Mr. Antaya believes Administration has done their due diligence and perhaps not gone far enough. He respects the City of Windsor's position for a 0% increase however, landfill operations are so volatile that he feels the 4.11% increase is the safest approach that both provides for the future and is accountable for the present.

Mr. Francis states that his position has not changed. He does not support Mr. Antaya's motion because he believes by using the \$900,000 surplus projected for 2016 there is a way to fulfil obligations while remaining at a 0% increase.

Ms. Gignac does not support Mr. Antaya's motion. She understands the volatility of the landfill but also understands that changes are forthcoming with new waste legislation.

Mr. Bortolin does not support Mr. Antaya's motion. His position is that there is equity available due to the favorable surplus for 2016 that can be utilized in 2017 and 2018.

A vote was taken.

Mr. Antaya, Mr. McDermott and Ms. MacDonald are in favor.

Mr. Francis, Mr. Sleiman, Ms. Gignac, and Mr. Bortolin are opposed.

Motion Defeated

Moved by Joanne Gignac

Seconded by Ed Sleiman

THAT the EWSWA Board adopts an Operational Budget for 2017 and 2018 and that there be a 0% increase to those amounts that were assessed to municipalities in 2016.

Discussion on the Motion

Ms. Gignac explained that due to the favourable Rate Stabilization Reserve balance that there is opportunity to maintain 0% increase for both 2017 and 2018.

Mr. Antaya is opposed to adopting a budget for 2018. He is against the motion. Mr. Antaya states that the Board composition will change next year and the current Board Members are expected to adopt an operational budget for 2017 only. He notes that the EWSWA has not advertised that 2018 budget deliberations are to take place.

The General Manager notes that the Agreement between the City of Windsor and the County of Essex references annual budget approvals.

Mr. Antaya notes again that the composition of the EWSWA Board changes in 2017. He feels strongly that opportunity is being taken away for full Board discussion by the 2017 Board by adopting a 2 year budget approval.

Mr. Francis notes that there was a precedent set last year when a multi-year resolution was carried pertaining to the matter of not accepting waste from outside the Region.

The Chair accepted the motion.

Mr. McDermott explained his position and that he could not support the motion.

A recorded vote was requested.

The motion was repeated:

THAT the EWSWA Board adopts an Operational Budget for 2017 and 2018 and that there be a 0% increase to those amounts that were assessed to municipalities in 2016.

The vote was as follows:

**-Carried
82- 2016**

**In Favour- Bortolin, Sleiman, Gignac, Francis, Payne
Opposed – Antaya, McDermott, MacDonald**

B) Summary of Legal Accounts

The General Manager requested the Board authorize payment to Bondy Riley Koski for legal accounts regarding General Legal Matters

Moved By Mr. McDermott

Seconded By Mr. Bortolin

THAT the EWSWA Board Authorize payment of the legal accounts as summarized.

**-Carried
83-2016**

10. Any Other Business

There was no other business.

11. By-Laws

A) 01-2016 Being a By-Law to Confirm the Proceedings of the EWSWA Board Meeting of November 29, 2016

Moved By Jo-Anne Gignac

Seconded By Ron McDermott

THAT By-Law 01-2016, being a by-law to confirm the proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 29th day of November 2016.

**-Carried Unanimously
84-2016**

12. Next Meeting

At the Call of the Chair

13. Adjournment

Moved By Jo-Anne Gignac
Seconded By Fred Francis
THAT the Board stand adjourned at 12:00 PM.

**-Carried Unanimously
85-2016**

All of which is respectfully submitted.

Chair

**Ilija Maodus
General Manager**

Essex-Windsor Solid Waste Authority Administrative Report

January 30, 2017

To: The Chair and Board of the Essex-Windsor Solid Waste Authority
From: Ilija Maodus, General Manager
Meeting Date: Tuesday, February 07, 2017
Subject: Large Volume Waste Haulers Tipping Fee Brackets and Windsor Disposal Services Ltd.

Purpose

The purpose of this report is to:

- (a) Recommend that the Authority Board approve amending the amount of tonnes, from 35,001 per year to 30,001 per year, that a large volume waste hauler would have to deliver in order to be eligible for the lowest tipping fee rate, and
- (b) Recommend that the Board authorize the Chair and General Manager to sign a contract with Windsor Disposal Services Ltd. (WDS) for WDS to deliver 90,000 tonnes of waste for the 3 year period 2017-2019 (approximately 30,001 tonnes per year) to the Essex-Windsor Regional Landfill at a rate of \$31 per tonne. Further, that the contract include an extension clause for 2020, which would be executed if mutually agreed upon by both WDS and the EWSWA, for 30,001 tonnes at a rate of \$32 per tonne.

Background

BRACKETS	2017 TIPPING FEE PER TONNE	2016 TIPPING FEE PER TONNE
1,001 Tonnes and Over	\$49	\$49
2,001 Tonnes and Over	\$48	\$48
3,001 Tonnes and Over	\$47	\$47
4,001 Tonnes and Over	\$46	\$46

BRACKETS	2017 TIPPING FEE PER TONNE	2016 TIPPING FEE PER TONNE
5,001 Tonnes and Over	\$45	\$45
10,001 Tonnes and Over	\$44	\$44
20,001 Tonnes and Over	\$39	\$39
30,001 Tonnes and Over	\$31	\$35
35,001 Tonnes and Over	N/A	\$31

The Authority has only 2 other large volume waste customers, one is at the 2,001 tonnes level and the other is at the 5,001 tonnes level.

Discussion

The Authority was engaged until December 31, 2016 in a 4 year contract with a large volume waste hauler, namely Windsor Disposal Services (WDS), at a level of 35,001 tonnes per year.

Since November 2016 Authority administration has been engaged in discussions and negotiations with WDS regarding renewing their contract for upcoming years. As part of the discussions the topic of the tonnage brackets was brought up. WDS advised that with the downturn in the economy and greater recycling efforts by their industrial customers the amount of refuse that they manage has decreased meaning that it would be difficult to commit to delivering 35,001 tonnes of refuse under a new contract.

On January 26, 2017 an interim agreement was reached between WDS and Authority administration whereby WDS committed to deliver, and the Authority agreed to accept, an average of 30,001 tonnes per year for the 3 year period 2017-2019 at a rate of \$31 per tonne with the option for a 4th year at \$32 per tonne. Authority administration advised WDS that the agreement was an interim agreement due to the fact that consensus would need to be reached by the Technical Staff Committee being the administrations from the City of Windsor, the County of Essex and the EWSWA as well as the requirement for final approval by the Authority Board.

Consensus was reached by the 3 administrations and final approval is being sought by the Board at the February 7, 2017 meeting.

Budget Impact

Entering into this agreement would provide certainty for the Authority for budgeting purposes for the next three to four years.

The agreement with WDS would provide the Authority with \$930,000 in gross revenue per year (\$630,000 in net revenue after host municipal compensation).

Recommendations

1. THAT the Authority Board approve amending the amount of tonnes, from 35,001 per year to 30,001 per year, that a large volume waste hauler would have to deliver in order to be eligible for the lowest tipping fee rate.
2. THAT the Board authorize the Chair and General Manager to sign a contract with Windsor Disposal Services Ltd. (WDS) for WDS to deliver 90,000 tonnes of waste for the 3 year period 2017-2019 (approximately 30,001 tonnes per year) to the Essex-Windsor Regional Landfill at a rate of \$31 per tonne. Further, that the contract include an extension clause for 2020, which would be executed if mutually agreed upon by both WDS and the EWSWA, for 30,001 tonnes at a rate of \$32 per tonne.

Submitted By



Ilija Maodus, General Manager

Essex-Windsor Solid Waste Authority Administrative Report

January 30, 2017

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

From: Ilija Maodus, General Manager

Meeting Date: Tuesday, February 07, 2017

Subject: ADM Agri-Industries Ltd. – Waste Generator Agreement 2017

Purpose

The purpose of this report is to advise the Board of a one year agreement between the Authority and ADM Agri-Industries Ltd. (ADM) for the delivery of 5,001 tonnes of refuse and to recommend that the Chair and General Manager execute the agreement.

Background and Discussion

ADM has been a long-time customer of the Authority and has signed large volume agreements for the past 10 years or so.

The agreement will earn the Authority a gross revenue of at least \$225,000 at a rate of \$45 per tonne. The \$45 per tonne rate is the Authority's 2017 rate for the 5,001 tonne waste bracket.

Budget Impact

The revenue amount of \$225,000 was included as part of the draft 2017 budget.

Recommendation

That the Board authorize the Chair and General Manager to execute the agreement with ADM Agri-Industries Ltd. for 2017 for 5,001 tonnes at a rate of \$45 per tonne.

Submitted By



Ilija Maodus, General Manager

Essex-Windsor Solid Waste Authority Administrative Report

January 30, 2017

To: The Chair and Board of the Essex-Windsor Solid Waste Authority
From: Ralph Reiser, Manager of Waste Disposal
Meeting Date: Tuesday, February 07, 2017
Subject: Appointment of One Board Member to the Regional Landfill Liaison Committee

Purpose

The purpose of this report is to request that the Authority appoint a Board Member, who is not from the Town of Essex, to the Landfill Liaison Committee for a 1 year term.

As a matter of information the Board's appointment for 2016 was Board Member Hilda MacDonald.

Background

The Environmental Compliance Approval for the Regional Landfill stipulates the establishment and maintenance of a Landfill Liaison Committee (LLC). The purpose of the LLC is to review and make comment on any activities associated with the Essex-Windsor Regional Landfill Site, and shall include a review of Operations and Monitoring reports, review of complaints as well as the development and implementation plan for eventual end use and perpetual care.

Membership of the LLC consists of 8 members as follows:

- 1 Member** from the EWSWA Board that is not a Municipal Council Member from the host municipality, namely the Town of Essex – Term of 1 year
- 2 Members** from the Municipal Council of the host municipality, namely the Town of Essex – Term of Council
- 1 Member** MOE Representative - Appointed by the District Manager of the Ministry of the Environment (may appoint an alternate as well)
- 4 Members** Resident representatives from the 'Schedule A' area as defined in the Compensation Policy – Term of 3 years

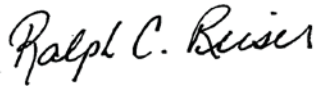
Discussion

The LLC meets 4 times per year, usually in May, July, September and November. Exact meeting dates are yet to be determined.

Recommendation

THAT the Board appoint one of its members, who is not a member of the Council of the Town of Essex, to the Landfill Liaison Committee for a term of 1 year.

Submitted By

A handwritten signature in cursive script that reads "Ralph C. Reiser".

Ralph Reiser, Manager of Waste Disposal

Essex-Windsor Solid Waste Authority Administrative Report

January 30, 2017

To: The Chair and Board of the Essex-Windsor Solid Waste Authority
From: Ilija Maodus, General Manager
Meeting Date: Tuesday, February 07, 2017
Subject: EWSWA 2017 Budget Approval Status

Purpose

The purpose of this report is to update the Board on the status of the 2017 EWSWA Budget approval process.

Background

The Authority's 2017 budget was approved by the Board at its November 29, 2016 meeting.

The budget was approved with a 0% increase for 2017 and 2018 to the 2016 amount assessed to the City of Windsor and the 7 County municipalities being \$11,013,400.

As a part of the final approval process the budget was then referred to the County of Essex and its Council for their consideration at their next meeting. Also part of the approval process is the referral of the Authority's budget to the City of Windsor and its Council.

Discussion

On December 7, 2016 Authority Administration attended Essex County Council to present the 2017 budget, address questions from the council members and to seek approval of the 2017 EWSWA Budget. Essex County Council resolved to **not** approve the Authority's 2017 budget at that meeting.

Since County of Essex Council did not approve the Authority's 2017 budget, the budget was not referred to City of Windsor Council as both Councils are required to approve the budget for it to be finalized.

Administratively the Authority's dispute resolution mechanism was put into effect. The mechanism is contained within the 1994 agreement between the City of Windsor and the County of Essex which created the Authority. It prescribes the process to be undertaken

should one of the councils not approve the budget. According to article 5.(d) of the agreement the process is as follows:

5. (d) *The Authority shall report to a regularly scheduled meeting of each of the City and County Councils by the end of each year on its activities for that year and its proposed activities for the following year and shall submit an operational plan and budget as referred to herein and shall ask for approval from each of the City and County Councils. If both Councils do not approve of the operational plan and budget, or any other item put before them for decision, the following process will be followed:*

- (i) *The issues in dispute shall be referred to a joint committee of City and County administration convened for this purpose for further review, which joint committee shall thereafter report to an ad hoc committee of City and County Council members which committee shall be convened by the Mayor and the Warden for that purpose;*
- (ii) *The ad hoc committee, after deliberation, shall report back to City and County Councils with recommendations for resolution of the dispute.*
- (iii) *If the ad hoc committee is not able to resolve the issues or if the Councils of the City and County are not able to agree on the issues before them, the dispute will then be referred for determination pursuant to the terms of the Arbitrations Act of Ontario.*

The City and County CAO's have begun discussions on the matter and have asked for additional information from Authority staff in order to finalize those discussions. It is expected that they will be reporting to their respective elected officials in the near future. It is premature at this stage to speculate whether agreement as to a recommended 2017 Authority budget will be reached at the CAO level.

Recommendation

For the Board's information.

Submitted By



Ilija Maodus, General Manager

Essex-Windsor Solid Waste Authority Administrative Report

January 31, 2017

To: The Chair and Board of the Essex-Windsor Solid Waste Authority
From: Michelle Bishop, Manager of Finance and Administration
Meeting Date: Tuesday, February 07, 2017
Subject: 2016 Budget Projection Update

Purpose

The purpose of this report is to provide an update to the Board on 2016 projected revenue figures.

Background

The Board met on November 1, 2016 to deliberate the 2017 budget. Included in the 2017 budget document were 2016 revenue projections for ICI Tipping Fee Revenue for both Landfilled and Non-landfilled Material. Also, included were 2016 revenue projections for Municipally Delivered Refuse Revenue. Those figures are required to be revised as described in the discussion section below.

Discussion

2016 Revenue Projections

At the time of the preparation of the 2017 budget document certain estimates were made in order to derive projected 2016 revenue figures. Now that 2016 has concluded more accurate figures can be calculated.

ICI Landfilled Tip Fee Revenue – The majority of the additional revenue is derived from 18,600 tonnes of un-projected greenhouse vines and waste material that historically have not been brought to the Regional Landfill for disposal. Also, an additional 10,300 tonnes of ICI waste material and contaminated soil was delivered in December that was not included in the projection.

Municipally Delivered Refuse Revenue – An additional 4,040 tonnes were received for disposal than originally projected (101,159 tonnes vs. 97,120 tonnes). A significant portion of the additional waste was due to increased volumes from the City of Windsor and the Town of

Tecumseh as a result of flood debris received in October after the original projection estimates were completed.

ICI Non-Landfilled Tip Fee Revenue – An additional \$94,400 in revenue was received. Approximately \$70,000 of that revenue was received from one customer that historically has not delivered such a large volume for disposal and does not have a contact with the Authority.

Summary

2016 Additional Revenue

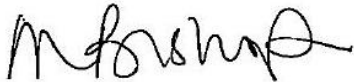
Municipal Tip Fee Revenue (Net of Host Compensation)	\$107,000
ICI Landfilled Tip Fee Revenue (Net of Host Compensation)	\$659,000
ICI Non-Landfilled Tip Fee Revenue	\$94,000
Total	\$860,000

The additional revenue serves to increase the 2016 projected surplus. A full year end report will be provided to the Board in May once the 2016 audit is completed by KPMG. The final operating surplus figure will be reported at that time.

Recommendation

For the Board's information.

Submitted By



Michelle Bishop, Manager of Finance and Administration, CPA, CGA

Meeting Dates EWSWA Board 2017

All Meetings are at the Essex Civic Centre

Regular Meeting Time: 4:30 PM

In-Camera Meeting Time: 4:15 PM (If Required)

Meeting Dates are Subject to Change or Cancellation

Month	Meeting Date	Room
January	to be determined	Meeting Room C
February	Tuesday, February 07, 2017	Meeting Room C
March	Tuesday, March 07, 2017	Meeting Room C
April	Tuesday, April 04, 2017	Meeting Room C
May	Tuesday, May 02, 2017	Meeting Room C
June	Tuesday, June 06, 2017	Meeting Room C
July	Tuesday, July 04, 2017 or TBD	Meeting Room C
August	Tuesday, August 01, 2017	Meeting Room C
September	Wednesday, September 13, 2017	Meeting Room C
October	Tuesday, October 03, 2017	Meeting Room C
November	Tuesday, November 07, 2017	Meeting Room C
December	Tuesday, December 05, 2017	Meeting Room C

Essex-Windsor Solid Waste Authority Administrative Report

January 24, 2017

To: The Chair and Board of the Essex-Windsor Solid Waste Authority
From: Cameron Wright, Manager of Waste Diversion
Meeting Date: Tuesday, February 07, 2017
Subject: Gold Star Recycling Program Update

Purpose

To update the Board on progress to date on the “Gold Star” Recycling Incentive Program in Essex-Windsor.

Background

At the July 7, 2015 meeting of the Essex-Windsor Solid Waste Authority Board, Authority staff were directed to prepare a report that considered the possibility of a “Gold Star” recycling program for Essex- Windsor. The “Gold Star” concept has been used by several other municipalities in Ontario as a means to award residents who recycle properly and as an educational tool.

A report was prepared by Authority staff and discussed at the Sept. 1, 2015 Board Meeting and the following resolution was passed.

“Administrative staff be instructed to include a budget estimate for a “Gold Star” program as an option in the 2016 draft EWSWA budget.”

Discussion

Upon approval of the 2016 EWSWA budget, staff began the roll-out of the “Gold Star” Recycling Program. Registration was initially open to Windsor residents in order to manage costs and work out any logistical issues prior to introducing the program County-wide.

The “Gold Star” program was advertised through the Authority’s web site and electronic newsletter. Residents were encouraged to register on-line or by phone if they believed they were fully knowledgeable about the local recycling program; were recycling all the

appropriate items and were not putting contamination in either their red or blue box (contamination included plastic bags). Once their name and address was submitted, Authority staff paid a personal visit to their household on recycling collection day and if the household received a passing grade they were awarded with a yellow (to symbolize the colour of gold) recycling box emblazoned with the message “Recycling Superstar”.

Approximately 200 residents registered for the Gold Star Recycling Program and approximately 115 residents met the criteria and were awarded with a new yellow box. Residents who did not meet the criteria were left with a report card that explained what was improperly done and urged to reapply once they had made the appropriate changes.

The roll-out of the program and subsequent distribution of “Recycling Star” yellow boxes was successful and drew media attention as evidenced by the Windsor Star and CBC Radio attachments to this report.

For 2017, minor modifications have been made to the program and the target is the distribution of 500 yellow boxes County-wide. Registrations will be accepted during April-May and inspections will be conducted during the summer months, utilizing students. The 2017 budget allocation is \$10,500.

Submitted By



Cameron Wright, Manager of Waste Diversion

Attachments

- Windsor Star Article December 22, 2016
- CBC Interview December 22, 2016
- Gold Star Report Card/Door Hanger

Windsor family hits gold standard for recycling

JULIE KOTSIS, WINDSOR STAR

Published on: December 22, 2016 | Last Updated: December 22, 2016 7:40 PM EST



Seven-year-old Wilson Bortolin, right, and his mother Anastasia Adams display the "Golden Bin" presented to them by the Essex Windsor Solid Waste Authority for their exemplary recycling efforts. JASON KRYK / WINDSOR STAR

When seven-year-old Wilson Bortolin collects and sorts his family's recycling next week, he will do it knowing he has earned a gold star for his efforts.

Wilson and his mom Anastasia Adams received a special limited-edition "gold" recycling bin this week thanks to an innovative program launched by the Essex Windsor Solid Waste Authority.

Adams said her three sons were super excited about the new recycling box but Wilson was particularly proud because "that's his job."

It's his chore to empty the home's recyclable materials into the roadside boxes — separating paper from plastic, glass and metal containers — and place them at the curb for pickup.

They received the gold star box after signing up for the program and passing an inspection of their filled boxes.

"On the morning of your collection date, they'll come and check your box and make sure that it's compliant and then you (get) a little report card," she said.

Their report card included one violation for a milk carton but Adams said at first she was perplexed because she doesn't buy milk in cartons.

"Then I remembered, our home is a duplex ... and our tenant had put out his blue box so there was a milk carton in it. So I was like, 'Oh my God, Joe almost cost me my gold box,'" she said with a laugh.

Currently the program is only available to city residents but that will change in 2017 when the authority opens it up to county residents.

“I think it’s a wonderful initiative to raise awareness about recycling and doing it properly because it’s not doing anybody any good if (workers have to pick out) all the stuff that can’t be in there,” she said.

Adams’ husband Rino Bortolin, a city councillor, sits on the EWSWA board and he agrees the initiative is worthwhile.

“The whole idea is to get people energized to want to do more recycling, better recycling, better sorting,” Bortolin said. “It helps streamline the process for us at the authority. It saves us money, time, energy.”

But Adams joked that she heard about the program through social media, not her husband.

“He didn’t even tell me about it,” she said laughing. “She earned it all on her own,” he said.

Adams said she takes a broad approach to reducing her family’s environmental footprint by also being conscious of what she’s purchasing, often shopping in resale shops, and “passing over something that can’t be recycled for something that can.”

She said she’d like to see garbage picked up every other week and recycling picked up once a week.

“I think that’s an area of opportunity where the municipality can nudge consumers to make better choices and I would love to see that.”

jkotsis@postmedia.com

twitter.com/JulieKotsis

Gold-star recyclers awarded special yellow bins

Program expands to Essex County in the spring

CBC News Posted: Dec 22, 2016 6:00 AM ET Last Updated: Dec 22, 2016 11:47 AM ET



School teacher Jennifer Daley Stewart became one of about 100 residents to receive the new gold-star recycling bins awarded to impeccable recyclers. (Robert Stewart)

Special yellow recycling bins are being handed out to Windsor residents who meet the gold standard when it comes to recycling.

The Essex Windsor Solid Waste Authority launched a gold-star recycling pilot project this year, rewarding perfect recyclers with yellow bins.

School teacher Jennifer Daley Stewart signed up for the program and became one of about 100 residents to receive the new status symbol.

"I was really excited, it came with a report card and I got an A+," she said. "It was really, really cool."

How to fail an inspection

Staff from the solid waste authority inspect the bins on collection day to assess how well people are doing.

"I was out there, creeping people's curbs, with a flashlight, looking to see how they were doing," said Heather Taylor, a waste diversion specialist, describing the pre-dawn checks. "We did have a few people come outside, very happy, as if it was Christmas and I was Santa giving them an early Christmas present."

So far, 186 people have signed up for the program. Since it started, 113 people have received what the solid waste authority calls "gold" bins. Thirteen people failed their inspection, while another 27 did not have their bins on the curb.

Five applicants submitted the wrong address and another 28 homes have yet to be inspected.

Putting plastic bags into the bins and mixing containers, such as milk cartons, in with paper recycling are the most common mistakes people make, according Taylor.

Registration for the program will open again next spring.



Gold Star Recycler Program

A+: Your recycle boxes were inspected today, and you were awarded a **GOLD RECYCLE BOX!** Congratulations!

Your recycle boxes were inspected today and we found the following issue(s) which is the reason why you weren't awarded a Gold Recycle Box. Thank you for your participation! Please apply again in 2017.

- No Plastic Bags:** Do **NOT** place items in plastic bags.
- Not Accepted:** Contains too many items **NOT** accepted in our program.
- Mixed Materials:** This box /cart contains mixed materials. Paper products go in the Red Box /cart. Containers go in the Blue Box /cart.
- Bring To Depot:** Material needs to be brought to the Drop Off Depot for recycling (i.e. chemical waste/electronics).
- Overfilled:** Boxes / Carts Overfilled / Too Heavy.
- Improper Container:** Recycling container is not compatible with our recycling program and may not be collected in the future. We cannot accept responsibility for any breakage if you continue to use it.
- Other:** _____



We Can Recycle More!

Essex-Windsor Solid Waste Authority
1-800-563-3377 / www.ewswa.org



Blue Box/ Cart



Red Box/ Cart



We Can Recycle More!

Essex-Windsor Solid Waste Authority
1-800-563-3377 / www.ewswa.org

Essex-Windsor Solid Waste Authority

By-Law Number 1-2017

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.

Chair

Ilija Maodus
General Manager

**Read a First, Second and Third Time, Enacted and Passed This 7th
Day of February, 2017.**