



# Essex-Windsor Solid Waste Authority Regular Board Meeting Minutes

**Meeting Date:** Wednesday, April 11, 2018  
**Time:** 4:30PM  
**Location:** Essex County Civic and Education Centre – 360 Fairview Avenue  
West Essex – Meeting Room C

## Attendance:

<b>Board Members:</b>	Bill Marra	City of Windsor
Vice-Chair	Hilda MacDonald	County of Essex
	Fred Francis	City of Windsor
Chair	Ed Sleiman	City of Windsor
	Chris Holt	City of Windsor
Absent:	Ron McDermott	County of Essex
	Tom Bain	County of Essex
	Rino Bortolin	City of Windsor
	Drew Dilkins	(Ex-Officio) City of Windsor
<b>EWSWA Staff:</b>	Eli Maodus	General Manager
	Michelle Bishop	Manager of Finance & Administration
	Kelly Cartier	Executive Secretary
	Cameron Wright	Manager of Waste Diversion - Retiring
	Catharine Copot-Nepszy	Manager of Waste Diversion - New
	Tom Marentette	Manager of Waste Disposal
<b>County of Essex Staff:</b>	Mary Birch	Director of Council Services / Clerk
	Sandra Zwiers	Director of Corporate Services / Treasurer
<b>City of Windsor Staff:</b>	Anne Marie Albidone	Manager of Environmental Services
	Dwayne Dawson	City Administration
	Cindy Becker	City Administration

## 1. Call to Order

The Chair called the meeting to order at 4:38 PM.

## 2. Introduction of new Manager – Waste Diversion – Catharine Copot-Nepszy

The Chair introduced Catharine Copot-Nepszy as the New Manager of Waste Diversion. She is replacing the current Manager of Waste Diversion, Cameron Wright, who will be retiring. The Chair provided the Board with an overview of Catharine's education and work experience and wanted to welcome Catharine to the Essex-Windsor Solid Waste Authority.

The General Manager explained that Catharine brings experience from both the industrial and public sectors.

### **3. 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.

### **4. Approval of the Minutes**

#### **A) February 6, 2018 Regular Meeting Minutes**

Moved By Fred Francis

Seconded By Bill Marra

THAT the Minutes from the Essex-Windsor Solid Waste Authority regular meeting, dated February 6, 2018 be approved and adopted.

**-Carried Unanimously  
11-2018**

### **5. Delegations**

There are no delegations.

### **6. Correspondence**

There are no items for discussion

### **7. Finance and Administration**

#### **A) EWSWA 2017 and 2018 Budget Approval Status**

The Manager of Finance and Administration explained the purpose of the report is to update the Board on the status of the 2017 and 2018 budget approvals. She further explained that at the February 6, 2018 EWSWA Board meeting there was a recommendation from both the City and County CAOs for a 0% increase for the 2017 municipal contribution and a 2% increase for the 2018 municipal contribution.

The Manager of Finance and Administration noted that both recommendations were supported by the City's Mayor and the County's Warden. The Board then approved the 2017 and 2018 budgets at the February 6, 2018 meeting. She further noted that the both she and the General Manager attended the February 21, 2018 Essex County Council meeting as well as the March 26, 2018 Windsor City Council to seek approval. Authority Administration received Council resolutions from the County of Essex on February 26, 2018 and the City of Windsor on April 5, 2018 confirming both Councils approval of the 2017 and 2018 budgets.

Moved By Fred Francis

Seconded By Hilda MacDonald

THAT the Board receive the report EWSWA 2017 and 2018 Budget Approval Status as information.

**-Carried Unanimously  
12-2018**

## **8. Waste Disposal**

### **A) Regional Landfill – Proposal for Landfill Gas to Renewable Natural Gas**

There was no Board discussion on the report prepared by the General Manager.

Moved By Fred Francis

Seconded By Bill Marra

THAT the Board receive the report Regional Landfill – Proposal for Landfill Gas to Renewable Natural Gas (RNG) as information.

**-Carried Unanimously  
13-2018**

## **9. Waste Diversion**

### **A) 2017 Waste Diversion Report (WD Report Attached Separately)**

There was no Board discussion on the report prepared by the Manager of Waste Diversion.

Moved By Fred Francis

Seconded By Hilda MacDonald

THAT the 2017 Residential Waste Diversion Report be received as information by the Board.

**-Carried Unanimously**

**14-2018****B) Front-End Loader Tender Result and Award**

There was no Board discussion on the report prepared by the Manager of Waste Diversion.

Moved By Bill Marra

Seconded By Chris Holt

THAT the Board approve the acquisition of a John Deere 624K-II as supplied by Nortrax Canada Inc. at a cost of \$221,400 plus applicable taxes

THAT the Board approve a mid-range 5 year service contract at a pre-tax cost of \$5.74 per hour for the John Deere 624K-II as supplied by Nortrax Canada Inc.

**-Carried Unanimously  
15-2018**

**C) Organic Waste Screening Tender Results and Award**

There was no Board discussion on the report prepared by the Manager of Waste Diversion.

Moved By Hilda MacDonald

Seconded By Chris Holt

THAT the Board award the tender for the Provision of Equipment and Labour for the Screening of Organic Waste at Essex-Windsor Solid Waste Authority Facilities in Essex County to Frank Dupuis Landscaping and Trucking Ltd. as per their tender submission dated February 23, 2018 for the term April 1, 2018 – May 31, 2021 with the option for an extension for any period up to two years at the sole discretion of the Authority.

**-Carried Unanimously  
16-2018**

**D) Earth Day 2018 – Sunday April 22, 2018**

The Manager of Waste Diversion explained that the EWSWA has partnered with the City of Windsor to host an Earth Day Event. The theme for 2018 is Crushing Plastics. She noted that EWSWA's displays will focus on choosing alternatives to plastic products as well as a display that provides information on plastic packaging.

The Manager of Waste Diversion noted that the EWSWA is providing support to vendors to be plastic free as well as providing recycling containers.

The event will be held on April 22, 2018 at Malden Park.

Moved By Chris Holt

Seconded By Fred Francis

THAT the Board receive the report Earth Day 2018 as information.

**-Carried Unanimously  
17-2018**

**10. Any Other Business**

No other items were raised for discussion.

**11. By-Laws**

**A) 02-2018 Being a By-Law to Authorize the execution of an agreement between the EWSWA and Frank Dupuis Landscaping and Trucking for the Provision of Equipment and Labour at EWSWA Facilities.**

Moved By Fred Francis

Seconded By Chris Holt

THAT By-Law 02-2018, To Authorize the execution of an agreement between the EWSWA and Frank Dupuis Landscaping and Trucking for the Provision of Equipment and Labour for the Screening of Organic Waste at EWSWA facilities be adopted.

**-Carried Unanimously  
18-2018**

**B) 03-2018 Being a By-Law to Authorize the execution of an agreement between the EWSWA and Nortrax Canada Inc. for the Supply of 1 (one) John Deere Model 624K-II Front End Loader and Five Year Service Contract at the Essex-Windsor Material Recovery Facility.**

Moved By Bill Marra

Seconded By Hilda MacDonald

THAT By-Law 03-2018 to Authorize the execution of an agreement between the EWSWA and Nortrax Canada Inc. for the Supply of 1 (one) John Deere Model 624K-II Front End Loader and Five Year Service Contract at the Essex-Windsor Material Recovery Facility be adopted.

**-Carried Unanimously  
19-2018**

**C) 04-2018 Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority**

Moved By Fred Francis

Seconded By Bill Marra

THAT By-Law 04-2018 Being a By-Law to Confirm the Proceedings of the Meeting of the Board of the Essex-Windsor Solid Waste Authority be adopted.

**-Carried Unanimously  
20-2018**

**12. Next Meeting**

The next Authority meeting is estimated to take place on Tuesday May 1, 2018.

**13. Adjournment**

Moved By Bill Marra

Seconded By Hilda MacDonald

THAT the Board stand adjourned at 4:48 PM.

**-Carried Unanimously  
21-2018**

All of which is respectfully submitted.



**Ed Sleiman  
Chair**



**Ilija Maodus  
General Manager**