



Council report

Meeting date:	June 21, 2022
Title:	Landfill and Transfer Station Operations
Prepared by:	Brent Glasier, Interim Director, Infrastructure and Public Works
Reviewed by:	Laura Johnston, Chief Administrative Officer

Recommendation

That the report “Landfill and Transfer Station Operations” be received for information.

Executive summary

The Infrastructure and Public Works department operates the Durham transfer station and Bentinck landfill. Staffing levels are insufficient to maintain the current operations model of the landfills properly and safely in accordance with the Ministry of Environment, Conservation and Parks (MECP) compliance approvals. Adjusting landfill operations at the Durham and Bentinck sites will ensure current staffing levels are retained, will still provide suitable options for the community, and will assist in future recruitment by being able to offer consistent hours for staff. The Normanby landfill operating as a transfer station also remains unachievable due to lack of staff.

Background and discussion

Maintaining the proper staffing levels to operate the Bentinck landfill and Durham waste and recycling transfer station remains a significant challenge. West Grey is at the point that both sites cannot be operated at the same time. While we are very lean in staffing levels, with some operational adjustments, we can utilize the existing staff to operate the two sites. The department is recommending that the Durham transfer station operations be adjusted to be closed Saturday and opened Thursday and Friday from 9 a.m. to 4 p.m. The Bentinck landfill operation will remain open Wednesday and Saturday from 8 a.m. to 4 p.m.

There are advantages to operating the municipal facilities with this new schedule. The new adjusted schedule of not having all sites open on Saturdays provides an adjustment to the required staff levels, which will reduce operating costs. The consistency of these hours of operations improves our service level by greatly reducing the chance of any of the sites being closed due to lack of staffing levels. As well, the consistency of these hours of work will make



June 21, 2022 (2)

the current landfill position vacancies more attractive to fill.

Legal and legislated requirements

MECP Compliance Approval Certificate

Financial and resource implications

None

Staffing implications

None

Consultation

Laura Johnston, CAO

Kerri Mighton, Director of Finance

Genevieve Scharback, Clerk

Tim Cook, Supervisor, Public Works (Bentinck site)

Steve Ayerhart, Supervisor, Public Works (Durham site)

Alignment to strategic vision plan

Pillar: Build a better future

Goal: Stewards of the Environment

Strategy: Look for sustainable practices

Attachments

None

Next steps

The department will launch a communications campaign, including posting visible signage, booking newspaper ads, announcements on social media, and website notifications to advise of the adjusted hours and days of operations. Additionally, ongoing recruitment for operators will continue.

Respectfully submitted:

Brent Glasier, Interim Director, Infrastructure and Public Works