

**CORPORATION OF THE MUNICIPALITY OF WEST GREY**

**BY-LAW NUMBER 84 - 2008**

**BEING**, a By-law to approve and authorize the execution of a contract to provide for the Public Works Landfill Attendant (Durham Landfill);

**WHEREAS**, Section 9 of the Municipal Act, S.O. 2001, Ch. 25, gives Municipalities the power to, among other things, enter into binding contracts;

**AND WHEREAS**, the Municipality requires the part-time services of a Landfill Attendant and therefore wishes to enter into a contract for the services of such an Attendant and to define and determine the provisions of the contract including the duties and responsibilities of the Attendant;

**NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST GREY ENACTS AS FOLLOWS:**

1. That Robert Gingerich be engaged as Public Works Landfill Attendant – Durham Site, to perform the duties as prescribed in the service contract.
2. That the Mayor, CAO/Clerk and Public Works Manager are hereby authorized to sign the service contract, as approved by Council and Robert Gingerich, attached hereto as Schedule “A” and forming part of this By-law.
3. That if there is any breach of the service contract, the contractor may be liable to pay whatever fines or penalties are permitted to be charged under any applicable law.
4. That the service contract shall contain a specific provision to review the hours of operation of the Durham Landfill Site after six months of operation under the service contract.
5. That By-law No. 22 – 2006 is hereby rescinded.
6. That this By-law shall come into force and take effect on the 1<sup>st</sup> day of January, 2009.

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Read a first and second time this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

Read a third time and finally passed this 15<sup>th</sup> day of December, 2008.

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Kevin Eccles, Mayor

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Christine Robinson, CAO/Clerk

## SCHEDULE "A" TO BY-LAW NUMBER 84 - 2008

### **PUBLIC WORKS LANDFILL ATTENDANT CONTRACT**

This agreement made in duplicate, this 15<sup>th</sup> day of December, 2008.

#### **B E T W E E N:**

THE CORPORATION OF THE MUNICIPALITY OF WEST GREY  
(hereinafter called the "Municipality" of the first part)

#### **AND**

ROBERT GINGERICH  
(hereinafter called "Gingerich" of the second part)

**WHEREAS**, the Municipality requires the services of Gingerich to complete the Landfill Attendant (Durham) duties, described herein:

#### Position Summary:

1. This contract shall be effective, commencing the 1<sup>st</sup> day of January 2009 and shall terminate on the 31<sup>st</sup> day of December 2009.
2. The Municipality agrees to pay a total of \$13,200.00 plus salvage rights per year for the Landfill attendant's position.
3. Gingerich shall be under the general supervision of the Public Works Manager and will provide assistance to him and the other Public Works Employees as required.
4. Gingerich must be willing to work as required. Hours of work will be Tuesday, Friday and Saturday from 9:00 a.m. to 3:00 p.m., and Thursday from 9:00 a.m. to 5:00 p.m. The landfill site will be closed Monday, Wednesday and Sunday. The site will be required to be open with the exception of the following statutory holidays namely, New Year's Day; Good Friday; Victoria Day; Canada Day; Civic Day; Labour Day; Thanksgiving Day; Christmas Day; and Boxing Day, if they should fall on the above-noted days of the week.
5. This contract may be terminated upon 90 days written notice by either party to the other, to allow for seamless transition.
6. The Municipality of West Grey shall not be responsible for any injury, accidents, insurance, clothing, etc. for Gingerich or his designated temporary replacement.
7. Gingerich shall be responsible for employing and paying any temporary replacement attendant at the Site for such times as he is not available or needs short relief. Such temporary replacement shall be someone who is acceptable to the Municipality.
8. Except as specifically provided in this contract, no other compensation or benefits will be paid by the Municipality.
9. The hours of operation of the Site as set in paragraph 4 herein shall be reviewed after six months (i.e. during June 2009) and may be amended by the Municipality at that time, provided such hours are reasonable.

#### Schedule of Duties:

1. Maintains orderliness around site and ensures people dispose of waste at the proper sites. (e.g. scrap metal in the scrap pile, household goods in household refuse area, burnable goods in burning area, etc.)
2. Burns wood products. The burning of goods at wood burning area when wind is out of the direction, east of southeast, at least once a week if possible.
3. Assists elderly to unload refuse.
4. Explains to the public items suitable and not acceptable for recycling.
5. Checks municipal roll call, or proper identification (e.g. drivers license)
6. Checks refuse bags for proper identification of West Grey bag tags.
7. Estimates and records volume (in cubic yards) of materials entering site.
8. Assists public to unload heavy items (stoves, fridges, etc.)
9. Picks up garbage left at the gate.
10. Ensures steps to bins are in place.
11. Opens (unlocks) and closes (locks) gate and shed.

**SCHEDULE "A" TO BY-LAW NUMBER 84 – 2008 - continued**

12. Contracts personnel to pick up scrap metal at least twice yearly (e.g. spring and fall) if applicable. Contracts recycling contractor to supply empty bins as required.
13. Picks up debris blown around site gate, shack and fences and onto streets or neighbouring properties from site.
14. Participate in safety training session(s).
15. Collects fees at entrance, records monies, and issues receipts upon request.
16. Counts and brings cash to the Municipal office along with a record of receipts and copies of bills. Money to be remitted bi-weekly (the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month). Invoice books for the attendant's usage are available at the Municipal office as required.
17. Listens and responds to inquiries from ratepayers/residents.
18. Complies with the Municipality of West Grey's policies and procedures.
19. Performs other tasks as assigned by management.

I have read the information above, and do hereby agree to comply with the requirements of this agreement for Landfill Attendant (Durham).

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Robert Gingerich

I hereby declare that I have discussed the above job description with the employee, Gingerich.

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Ken Gould, Public Works Manager

**IN WITNESS WHEREOF**, the parties have hereunto affixed their signatures,  
Signed and sealed by the Corporation of the Municipality of West Grey

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Kevin Eccles, Mayor

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Christine Robinson, CAO/Clerk