























## STAFF REPORT

**DATE:** February 21, 2015  
**FROM:** Tim Des Champ, Regional Recycling Manager  
**SUBJECT:** Mainland Recycling – Staffing Levels

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### **RECOMMENDATION:**

That the staff report entitled “Mainland Recycling – Staffing Levels” be received.

### **DISCUSSION:**

During Budget discussions in round one budget the Board requested that staff investigate the costs to open and staff the depot for 4 hours on Sundays.

Staff feels that with safety concerns with employees operating a forklift and baling equipment that it will be prudent to have two employees; this will alleviate any liabilities with WorksafeBC.

Staff would have the depot open from 12 pm to 4 pm for the convenience of the public. The Recycling Transfer station will be closed while the depot is open.

Staff is also proposing that the Recycling Transfer station will only be open when the depot is closed. This will eliminate the problem of the residents using both the depot and transfer station creating extra work for staff.

### **COST & BUDGET IMPLICATIONS:**

The costs to provide two additional staff to open the Recycling Depot on Sunday's will increase staff salaries and benefits by an additional \$8,500 for 2015.

### **CONCLUSION:**

Should the Board choose to support the additional four hour shifts on Sundays, these costs will need to be included in the 2015 Mainland Recycling budget.