

## **Mackenzie Regional Waste Management Commission**

November 27, 2004  
Olivier Room at Stardust Motor Inn

### **Present:**

Clark McAskile	Town of High Level
Jerry Chomiak	Town of High Level
Peter Braun	MD Mackenzie
Stewart Watson	MD Mackenzie
Kelly Drover	Town of Rainbow Lake

### **Also present:**

Ron Pelensky	Town of High Level, Landfill Manager
Lauretta Jenkins	BJE Group
John Crisp	Town of High Level, Municipal Secretary
Michael Roy	Town of High Level, Director of Finance
Steve Rozee	MD Mackenzie, Transfer stations

### **1.0 Call to Order**

Ron Pelensky called the meeting to order at 10:14 a.m. as this was the first meeting since the organizational meetings of the three member councils.

### **2.0 Select Chair and Vice Chair**

Kelly Drover nominated Clark McAskile for Chair. There being no other nomination Clark McAskile was acclaimed Chair.

Jerry Chomiak nominated Stewart Watson for Vice Chair.  
Clark McAskile nominated Kelly Drover for Vice Chair.  
A secret ballot was held resulting in Stewart Watson becoming the Vice Chair.

### **3.0 Adoption of Agenda**

Moved by Jerry Chomiak

THAT the agenda for the meeting of November 27, 2004 be adopted with the addition of

7.11 Correspondence from MD Mackenzie to the Commission.

**Carried**

### **4.0 Delegations**

There were none.

## 5.0 Adoption of Minutes

### 5.1 UMA Minutes of July 17, 2004

Moved by Jerry Chomiak

THAT the notes of the UMA meeting of July 17, 2004 be accepted for information.

Carried

### 5.2 Minutes of September 21, 2004

Moved by Kelly Drover

THAT the minutes of September 21, 2004 be adopted.

Carried

## 6.0 Old Business

### 6.1 Review of Existing Policies

Jerry Chomiak suggested that a committee be struck to review the policies.

Kelly Drover suggested that administration make the changes from authority to commission for the next discussion.

#### ***Policy Notes for Review:***

**Policy No. O-8 Special Waste Herbicide and Pesticide Containers.**

Review for storage of containers.

**Policy O-12 Special Waste Tires.** Concern that the hauler tries not to take oversize tires. Check on mandate of Tire Board, and write a letter to them.

**Policy O-14 Special Waste Asbestos.** Confirm whether this policy was formally adopted.

**Policy PD-2 Travel and Training.** Perhaps travel should be charged to the Commission instead of the individual councils as the landfill is on a cost recovery basis.

**Policy G-2 Appointment of Board of Directors.** Change the participating members.

## 7.0 New Business

### 7.1 2004 Auditors Engagement Letter

Mike Roy suggested that it would be easier to have the same auditor for the landfill as the town. The town has Ernst and Young for one more year. With the change of audit rules the costs have risen. The Landfill audit is estimated to cost between \$6,500 to \$7,000.

Moved by Stewart Watson

THAT Ernst and Young be appointed auditors for the 2004 audit.

Carried

## 7.2 Financial Statements and Report

Michael Roy, Director of Finance answered any questions as to the financial statements and report.

### **Capital Projects:**

Ron Pelensky spoke to the projects:

**Master Plan** being done by UMA Engineering is not on schedule. Drafts have not been received. Should be closed to completion by year end.

**Burning of brush piles** is completed, but invoice not received

**White goods** has not been completed

**Tire holding area** did not happen as the soil was not available from the industrial cell; therefore it is postponed to next year.

Moved by Jerry Chomiak

THAT the financial statements and report by Michael Roy, Director of Finance be accepted for information for the period up to and including October 31, 2004.

**Carried**

## 7.3 Budget for 2005

Ron Pelensky led the discussion on the 2005 Budget.

Lower revenue is primarily due to lower tonnage.

Discussion of fencing project and the request for an electric fence from Fish and Wildlife.

Michael Roy noted that there were no funds to add to the post closure reserve. It is adequate according to the auditor for 2003. It was planned to be a percentage of the tipping fee, i.e. about \$2.00 per tonne.

If the capital budget is adjusted with the change to fencing the 2005 budget is balanced, but it will not have a contribution to the post closing reserve.

The Master Plan will have a 5 year plan in it to assist in future budgets.

The tipping fee changes were discussed, although large changes would be dependant on the Master Plan recommendations.

The Commission deferred the question of having a full time employee who manages the landfill.

Moved by Kelly Drover

THAT the Fee Schedule of Bylaw 02-04 be amended to increase the tipping fees by 10% effective January 1, 2005. the member rate increasing to \$27.94 per tonne, and the non-member rate increasing to \$34.92 per tonne, with all other fees to remain unchanged.

**Carried**

Moved by Stewart Watson

THAT the Commission adopt the 2005 Budget as amended.

**Carried**

#### **7.4 Landfill Master Plan Update**

UMA Engineering will be coming to do the test holes for the monitoring wells.

Operations manual is to be made specific for High Level, and UMA so instructed.

The draft is expected by Dec 17. The draft plan will be submitted both with and without an industrial cell.

Concern was expressed over soil for cover, and where it was coming from for the recommended additional height.

Administration was asked to request extensions for both the Municipal Sponsorship Program Grant and the Environmental Grant.

A brief discussion was held of the present landfill's life span and possible future alternate sites and/or changes in size of the present site, and the funding for those changes.

#### **7.5 Review of Waste Report**

Ron Pelensky reviewed the format of the reports, and explained the differences between 2003 and 2004 tonnage.

Moved by Kelly Drover

THAT the Commission accept the October 2004 Waste Report as presented for information.

**Carried**

#### **7.7 E-Waste Recycling**

Electronics Recycling Alberta has been established, as per the guidelines in the agenda package.

The BJE Group has submitted a letter of interest to supply the service.

Lauretta Jenkins, owner, spoke to the issue.

The e-waste would have to be brought to the recycle bin at the landfill, and placed in the allocated bin supplied by Recycle Logic.

Kelly Drover stated that it should be for the whole area, not just for the landfill. Kelly Drover asked where is the demand for e-waste?

Peter Braun asked if was to be like the tires where the recycler picks up the e-waste from the whole region. Could the recycler provide capital and pickup services? At present the recycler is only interested in placing bins in the landfill.

Lauretta Jenkins stated that there are only three recyclers approved by the Province at present. At present the recyclers are only placing bins in the higher density areas.

The board asked if we should lobby the Province for regional pick up, perhaps a form of exchange system.

Should a bottle depot be the e-waste pickup point as they exist in most communities?

The recyclers want to sign contracts with businesses, school divisions etc to place bins for disposal.

The Province is not enforcing collection of e-waste, but encouraging it.

Does the Commission have the authority to make a company deal through the Commission for waste disposal?

The board asked If a contract was signed with a recycler, can it be broken if the Commission plans changed? Lauretta responded that it is probably only a one year contract being offered.

Concern was expressed that the municipality has to transport the e-waste to the bins wherever they are located, but the recycler earns the fees.

The Board noted that BJE Group has a right under their agreement to contract with a recycler if they so wish.

The Board asked if they could negotiate with the recycler for other larger centres in the region beside High Level. At least a bin in each community that sells electronic items, i.e. the five communities in our region. La Crete, Rainbow Lake, High Level, Zama, and Ft Vermillion.

Moved by Peter Braun

THAT the Commission request permission to represent all member municipalities in dealing with electronic waste on a regional basis.

**Carried**

### **7.7 Correspondence**

**CCS Energy Services.** The concern over non-competition with WasteCo is between the two companies, and not with the Commission.

**MD Mackenzie** Support of landfill study.

**To Glassmasters.** Discussion over culpability of the Commission with regard to contaminated items. There should be a mechanism in place to charge back the costs to the party causing the damage. Administration will prepare a policy or bylaw.

**Alberta Used Oil Management Assoc.** Information only.

**Alberta Environment.** ID number issued to landfill for hauling contaminated liquid waste.

Moved by Jerry Chomiak

THAT the above correspondence be accepted for information.

**Carried**

#### **7.8 WasteCo – request for meeting and extension of agreement**

WasteCo's new owners want to meet with the Commission, probably before investing in the proposed industrial cell. Administration is to invite them to the next Landfill meeting.

Moved by Stewart Watson

THAT the agreement with WasteCo for the treatment pad be extended until the meeting with WasteCo in January 2005.

**Carried**

Administration is to send the WasteCo Agreement to each member before the next meeting.

#### **7.9 Next Meeting**

Moved by Jerry Chomiak

THAT the Commission Meetings be held on the third Saturday on alternate months, commencing January 15, 2004.

**Carried**

Board recessed for lunch at 12:45 p.m., and reconvened at 1:00 p.m.

#### **7.11 MD Mackenzie - Handling of Scrap Metal & White Goods**

The MD Mackenzie submitted a letter on a recent incident. Waste was diverted to the scrap metal recycle yard that was being hauled by a third party, but the MD Mackenzie was charged for costs of unloading and handling.

The MD's concern is the cost and method of handling should have been the landfill's responsibility, as it is not a requirement to divert to the recycling area.

There were three loads, one from Zama, and 2 from Ft Vermilion which were predominantly white goods.

Lauretta Jenkins noted that there was a problem with those particular loads, needing equipment to unload the trucks. There would have been costs for unloading equipment, whether it was through the landfill or directly to the recycling yard.

Steve Rozee stated that the MD preferred the loads to be accepted by the landfill in future and the landfill to divert the loads for recycling internally.

Ron Pelensky reminded the Board that the contract with BJE states metals have to be recycled. Therefore they have tried to separate them.

Kelly Drover had a concern over a third party (the BJE Group) charging for services within the landfill run by the Commission, and asked if this is consistent with existing policy. If so should there be a set list of charge rates.

Administration noted that the policy allows the procedure of all loads of metal to go to the landfill, and be rerouted internally. Laretta Jenkins will check with her staff that the loads are diverted to recycling.

Administration was asked to examine the procedure, and bring it back to the commission.

**Adjournment**

Moved by Kelly Drover

THAT the meeting adjourn at 2:12 p.m.

**Carried**

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Chair

\_\_\_\_\_  
Secretary

Tour of the landfill was conducted after the meeting.