



Mackenzie Regional Waste Management Commission

**Regular Board Meeting
Stardust Motor Inn at 10 a.m.
February 25, 2006**

MINUTES

IN ATTENDANCE	Jerry Chomiak Ellis Forest John Watt Kelly Drover Peter Braun	Vice Chair, High Level High Level Rainbow Lake Rainbow Lake MD Mackenzie
STAFF	Ron Pelensky John Crisp	Director of Operations Municipal Secretary
ABSENT	Stuart Watson	Chair, MD Mackenzie

1. CALL TO ORDER

Jerry Chomiak assumed the Chair and called the meeting to order at 10:05 a.m.

2. ADOPTION OF AGENDA

Resolution #25-06

Moved by Ellis Forest

THAT the agenda for the Mackenzie Regional Waste Management Commission meeting of February 25, 2006 be adopted as presented.

CARRIED

3. DELEGATIONS

There were none.

4. ADOPTION OF MINUTES

4.1 Regular Meeting of January 21, 2006

Resolution #26-06

Moved by Peter Braun

THAT the minutes of the January 21, 2006 meeting of the Mackenzie Regional Waste Management Commission be adopted as presented.

CARRIED

5. REPORTS

5.1 Operations Report

January Tonnage Statistics report submitted

- Board requested that tonnage be added to the graph

Change in High Level Residential Garbage Pickup Day

- Council changed the day to accommodate the landfill being closed on Wednesdays

Task list from the previous meeting was reviewed

Annual Report to Alberta Environment is in progress for the next meeting.

Resolution #27-06

Moved by John Watt

THAT the Operations Report by Ron Pelensky be accepted for information.

CARRIED

6. OLD BUSINESS

6.1 Landfill Manager Search

Job Description draft was submitted for discussion.

Ron Pelensky reviewed his research of other landfills and their staffing structures.

- Should we have our own staff instead of contract?
- Ownership of equipment and buildings.
- Should we have local person and train them into the job.
- Should have management skills.
- Change "experience desired" instead of "required", and "equivalencies considered".
- Need the qualified person to prevent liability issues.
- We now have an Operations Plan and Master Plan and policies to control the landfill.
- Would we consider allowing the position to have a third party contracts for other work if they were under utilized

When would we hire?

- Budget approx 6 months for new person. Overlap with Ron P.
- Could be higher cost with benefits, moving, vehicle.
- Salary to be negotiated on experience

Advertising through municipal associations & internally, for two months. Municipal newsletters and web sites.

Resolution #28-06

Moved by Peter Braun

THAT the position of Landfill Manager be advertised, using the job description as amended.

CARRIED

7. NEW BUSINESS

7.1 WCAR Membership

Oilfield waste acceptance.

Project for the new manager, using our present information in the Master Plan and Operations Manual, audits and finance audits. The scale operator could commence filling out some of the information required.

Mackenzie Pipeline waste is not clearly defined as yet. Likely CCS would get oil spill waste, and the balance would go to landfills such as ours.

Information regarding our landfill capacity will be sent to the Mackenzie Pipeline Project (Imperial Oil).

Resolution #29-06

Moved by Kelly Drover

THAT the WCAR membership application be deferred until a new landfill manager is in place.

CARRIED

Board Recess

Recessed at 11:20 a.m.

Reconvened at 11:26 a.m.

7.2 Freon Removal

Quotations received for removing Freon from white goods at the landfill. Invitation for quotes was based on having approx. 60 units.

Ron Pelensky declared a conflict of interest on one of the quotes and left the meeting.

Would there be a conflict for supervising the work if the quote from 1215778 Ltd was accepted? Outside supervision would have to be arranged.

Quotes were:

- 1215778 Ltd at \$20 per unit.
- Northern Services at \$103 pr unit.

The standard Town tender process was followed, whereby sealed tenders were received.

Resolution #30-06

Moved by Kelly Drover

THAT the Board accept the quote from 1215778 Alberta Ltd for the removal of freon from the accumulated white goods, on the condition that the contract be supervised by an outside party as approved by the Board.

CARRIED

Resolution #31-06

Moved by John Watt

THAT any member of the Commission Board can be authorized to supervise the removal of freon from the white goods under the contract with 1215778 Alberta Ltd.

CARRIED

Resolution #32-06

Moved by Peter Braun

THAT Schedule "A" of Bylaw 02-04 be increased for the Freon Removal Charge, to \$25 per residential unit and \$100 per commercial unit.

CARRIED

Resolution #33-06

Moved by Kelly Drover

THAT the Freon removal charge be applied to all units that utilize ozone depleting substances, and that Policy 43-06 be so amended and brought back to the Board.

CARRIED

7.3 Alternate Daily Cover

Discussion of bear concerns, that although minimal, have been raised by Alberta Fish and Wildlife.

Can we try a tarp for a period of time before the electric fence is in place? Life of a tarp is up to 2 years.

Resolution #34-06

Moved by Peter Braun

THAT the Commission apply to Alberta Environment for the use of a tarp as alternate daily cover, and notify the operator of our intention.

CARRIED

**7.4 Hours of Operation Policy
42-06**

Resolution #35-06

Moved by Peter Braun

THAT Policy 42-06 be adopted as amended by changing section 3 and by inserting Resolution #15-06.

CARRIED

Visitors Policy

Resolution #36-06

Moved by Kelly Drover

THAT all current policies be amended to ensure that the Commission Board shall be responsible for the review and update of policies, and that the landfill manager's job description be amended to include providing recommendations to the Board.

CARRIED

7.5 Per Diem Policy 41-05

Definition of per diem, and the inclusion of travel time into the policy needs to be clarified.

Both Rainbow Lake and the MD Mackenzie have daily flat rates for all out of town meetings regardless of time frame, therefore it is inclusive of travel and meeting time.

Resolution #37-06

Moved by Ellis Forest

THAT Policy 41-05 be amended to add "The meeting time for the per diem calculation is to include the travel time to and from the meeting from the Board Member's residence".

CARRIED

7.6 Landfill Lease Expansion

Direction is sought on applying for the land lease on surrounding adjacent quarter sections, as recommended by UMA Engineering.

The Hwy 58 West by pass would be north of landfill.
Obtain options for purchasing or leasing adjacent land.

Resolution #38-06

Moved by Ellis Forest

THAT the Commission make a preliminary application to the Province of Alberta for additional adjacent land to the present landfill, requesting options for leasing or purchasing.

CARRIED

8. CORRESPONDENCE FOR ACTION

8.1 Electronics Recycling

Announcement of Roundup Program and advertising dollars.

Resolution #39-06

Moved by Peter Braun

THAT a request be made to Alberta Electronics Recycling that an electronics recycling bin be placed in each community in the Mackenzie region and the collection from them be provided at no cost to the Commission.

CARRIED

Resolution #40-06

Moved by Peter Braun

THAT electronics recycling be offered to BJE Group and any other interested groups within the Mackenzie Region.

CARRIED

9. CORRESPONDENCE FOR INFORMATION

There was none.

10. NEXT MEETING DATE

The next meeting date will be April 29, 2006

11. ADJOURNMENT

Resolution #41-06

Moved by John Watt

THAT the Board meeting be adjourned at 1:21 p.m.

CARRIED

Vice-Chair

Municipal Secretary