



Mackenzie Regional Waste Management Commission

**Regular Board Meeting
Stardust Motor Inn at 10 a.m.
April 29, 2006**

MINUTES

In Attendance:	Stuart Watson, Chair, MD Mackenzie Jerry Chomiak, Vice Chair, Town of High Level Kelly Drover, Town of Rainbow Lake Peter Braun, MD Mackenzie
Staff:	Ron Pelensky, Director of Operations, Manager John Crisp, Municipal Secretary Michael Roy, Director of Corporate Services
Absent:	Ellis Forest, Town of High Level

1. CALL TO ORDER

Chair Stuart Watson called the meeting to order at 10 a.m.

2. ADOPTION OF AGENDA

Resolution #42-06

Moved by Peter Braun

THAT the Board adopt the agenda of April 29 with the following addition:

7.5 Community Stewardship

CARRIED

3. DELEGATIONS

There were none.

4. ADOPTION OF MINUTES

4.1 Regular Meeting of February 25, 2006

Resolution #43-06

Moved by Kelly Drover

THAT the Board adopt the February 25, 2006 minutes as presented.

CARRIED

5. REPORTS

5.1 Finance Report

Resolution #44-06

Moved by Jerry Chomiak

THAT the Board accept the financial report for the period January 1 to March 31, 2006, as presented by Michael Roy, Director of Corporate Services, for information.

CARRIED

5.2 Operations Report

Monthly Report of Tonnage and Operations was submitted by Ron Pelensky, Manager

- There were no reductions in tonnage in February and March 2006.
- Spring thaw – short muddy season, with a few complaints about the sump area.
- Pit face went well.
- Should be starting daily cover soon with dirt and/or tarp.
- Requested more people on site (landfill) from the contractor, as only one person before Easter. Need more staff for litter, and pumping water of new cell.
- Battery storage area needs some gravel, which will be done when the tire staging area is constructed.

Resolution #45-06

Moved by Kelly Drover

THAT the Board accept the Operations Report by Ron Pelensky, Manager, for information.

CARRIED

5.3 Paint Workshop Report

Verbal Report was given by Ron Pelensky on the proposed Alberta Environment's Paint Program, after attending the workshop in Grande Prairie.

- Program seems similar in concept to the e-waste program.
- Program to collect paint cans, empty or full. At present no fees to the operator but to the consumer.
- Would not take paint thinners.

Resolution #46-06

Moved by Peter Braun

THAT the Board accept the Paint Workshop Report by Ron Pelensky for information, and send a letter to Alberta Environment regarding acceptance of paint thinners.

CARRIED

5.4 Task List

Task List of previous meetings and progress to date was presented.

- Insurance – discussion of deficiencies that were the basis of refusal.
- Alternate Daily Cover – this was discussed with George Neurohr, who advised that a tarp could be tried. A tarp will be included in a grant application.
- Land lease expansion – administration is to research whether to purchase or lease, and whether the Commission can be the lessee or purchaser directly; and report back to the next meeting.

Resolution #47-06

Moved by Peter Braun

THAT the Board accept the Task List report for information.

CARRIED

6. OLD BUSINESS

6.1 Amended Policies

Policies previously adopted as amended, final copies given to the Board:

Freon Policy 43-06

Hours of Operation Policy 42-06

Per Diem Policy 41-06

6.2 2005 Annual Groundwater Monitoring program Report

Ron Pelensky noted the highlights of the Report.

- Need several more years' data on the 30 meter deep well, as we want to use this well to establish alternate standards for the background readings.
- East side of landfill has high chloride, sodium, and sulphate levels by substantial amounts.
- Surface water testing results are above accepted standards in borrow pit, and in the east slough. The surrounding area has higher readings than the landfill.
- We will ask if we can pump out the borrow pit.
- Some of the wells have higher chlorides also.
- Concern on UMA's testing methods. The wells were purged and tested in the same day instead of allowing at least a day for the well to refill. Some of the graphs are quite different than previous years, with no explanation. It is crucial that proper testing be done, as the results stay in the records permanently and the ground water study is based on test results. In the future we will need to give instructions to UMA on purging wells. Administration to check with other landfills on alternate companies

and costs for completing ground water studies and report back to the Board.

- Demonstrates that the drainage is different than previously thought, some drainage is to the Northwest and some to the South.
- The Report is missing page numbers, and therefore more difficult to use.

Resolution #48-06

Moved by Peter Braun

THAT the Board send a letter to Alberta Environment advising of the landfill test results by UMA Engineering, and request a release of water from the borrow pit without any remedial treatment.

CARRIED

Resolution #49-06

Moved by Jerry Chomiak

THAT the Board accept the 2005 Annual Groundwater Monitoring Program Report by UMA Engineering for information.

CARRIED

**6.3 UMA Request for
Additional Fees for
Master Plan**

Resolution #50-06

Moved by Kelly Drover

That the Board reject invoice # 060222-1094 from UMA Engineering Ltd in the amount of \$7,266.18 because the work stated is included in the original RFP and is part of the contract.

CARRIED

Administration was instructed to discuss the invoice with UMA and report back to Commission.

7. NEW BUSINESS

**7.1 2005 Audited Financial
Statements**

Michael Roy, Director of Corporate Services, submitted the Auditor's Findings Report, and the 2005 Financial Statements to the Board.

- The Findings and the Statements were reviewed with the Board.
- The Board was advised that the Statements are in compliance with Municipal Affairs' timelines.
- The Board expressed concern over Planet Recycle still owing \$31,156, and requested administration to

use a lawyer to attempt recovery, and name both Planet Recycle and the purchaser, L&P as potential defendants.

- The Board then discussed possible methods to prevent future occurrences of unpaid invoices. Administration was requested to bring back recommendations to the Board.
- The Board was advised that closure costs are depreciated over the next 15 years, and are primarily affected by the lease restriction of 25 years. There is a need to request a longer lease to more closely match the life of the landfill, or purchase the present site. Administration is to meet with Alberta Sustainable Resources to make such application, and report back to the next Commission meeting.

Resolution #51-06

Moved by Peter Braun

THAT the Board adopt the 2005 Audited Financial Statements for the Mackenzie Regional Waste management Commission.

CARRIED

7.2 2005 Write-offs

The Board discussed the procedures and steps that have been taken by administration to prevent future occurrences.

Administration is to research installing a bank machine terminal at the Landfill Gatehouse to accept credit cards and bank cards to prevent cash being handled at the gatehouse, for those without approved credit.

A minimum transaction value is to be established.

Recommendations are to be brought back to the Board.

Resolution #52-06

Moved by Kelly Drover

THAT the Board approve the write-off of uncollectible accounts for 2005 in the amount of \$53,905.43.

CARRIED

7.3 Approval of Contractor's Residential Waste Haulage Loads

Resolution #53-06

Moved by Peter Braun

THAT the Board approve the process of crediting for residential waste to contractor's accounts and that Jake's Disposal be credited for \$667.17 for the invoices from January to March 2006 inclusive.

CARRIED

Meeting Break for Lunch

Recessed at 12:43 p.m.
Reconvened at 1:04 p.m.

**7.4 Annual Report to
Alberta Environment**

Ron Pelensky gave a summary of the Report's highlights.

Resolution #54-06

Moved by Kelly Drover

THAT the Board adopt the Commission's 2005 Annual Report to Alberta Environment.

CARRIED

**7.5 Community
Stewardship**

Kelly Drover commented on the litter on Highway 58. The Board discussed the practices of other community groups in cleaning up highways and roadsides. Administration explained the processes already in place with La Prairie and corporate sponsors.

Resolution #55-06

Moved by Kelly Drover

That the Commission sponsor an annual cleanup on Highway 58 West from the landfill to the Husky Oil Evergreen Plant, at a maximum cost of \$1,000, with appropriate public recognition.

CARRIED

8. CORRESPONDENCE FOR ACTION

**8.1 FCM re Green
Municipal Fund**

Resolution #56-06

Moved by Jerry Chomiak

THAT the Board instruct administration to investigate the design and construction of a composting facility, if fully grantable under the FCM's Green Municipal Fund, and bring back the information to the next meeting.

CARRIED

9. CORRESPONDENCE FOR INFORMATION

**9.1 Grantable Projects
2005-6**

Resolution #57-06

Moved by Peter Braun

THAT the Grantable projects list in NW Alberta presented by Alberta Environment be accepted for information.

CARRIED

Administration to inform BJE Group of tarp required in the contract for Alternate Daily Cover and the date for commencement.

10. IN-CAMERA AGENDA

**10.1 Landfill Manager
Applications**

Resolution #58-06

Moved by Jerry Chomiak

THAT the Board go in-camera at 1:52 p.m. to discuss the land manager applications.

CARRIED

Resolution #59-06

Moved by Kelly Drover

THAT the Board come out of camera at 2:27 p.m.

CARRIED

Administration was asked to set interviews for the Landfill Manager position up for May 19, 2006.

11. NEXT MEETING DATE

11.1 Regular Meeting

To be set later.

**11.2 Landfill Manager
Interviews**

May 19, 2006 at 6:30 p.m. in the Council chambers. The Board to meet at 6 p.m.

12. ADJOURNMENT

Resolution #60-06

Moved by Peter Braun

THAT the Board adjourn the Mackenzie Regional Waste Management Commission meeting at 2:28 p.m.

CARRIED

(STUART WATSON)
Chairman

(JOHN CRISP)
Municipal Secretary