



## Mackenzie Regional Waste Management Commission

Regular Board Meeting  
Stardust Motor Inn at 10 a.m.  
September 16, 2006

### MINUTES

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#### IN ATTENDANCE

Stuart Watson	Chairman
Jerry Chomiak	Vice Chairman
Kelly Drover	Town of Rainbow Lake
Loren Bojarski	Town of Rainbow Lake
Peter Braun	MD Mackenzie
Ellis Forest	Town of High Level (left at 12:33 p.m.)
Pat Sliworsky	Manager
John Crisp	Municipal Secretary
John Klassen	MD Mackenzie, Utilities Supervisor
Lauretta Jenkins	BJE Group

#### 1. CALL TO ORDER

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

#### 2. ADOPTION OF AGENDA

##### Resolution #75-06

Moved by Jerry Chomiak  
THAT the agenda be adopted with the addition of  
7.10 Community Stewardship  
10.1 In-camera agenda

CARRIED

#### 3. DELEGATIONS

There were none.

#### 4. ADOPTION OF MINUTES

##### 4.1 Regular Meeting of July 25, 2006

##### Resolution #76-06

Moved by Jerry Chomiak  
THAT the minutes of July 25, 2006 be adopted as presented.

CARRIED

#### 5. REPORTS

##### 5.1 Hazardous Waste Spill of

Pat Sliworsky, Manager, expanded on the written report.

July 28, 2006

- Any policies need to be looked at as a result?
- All parties responded correctly.
- The hospital was invoiced for the costs involved.
- The proper containers being readily available.

**Direction to Administration**

Administration to send a letter to be sent to Fire Chief to thank them for their prompt service, and convey our concern on containers, and also to invite him to the next meeting.

Administration to also send a letter of thanks to all those involved.

**Resolution #77-06**

Moved by Kelly Drover

THAT the report on the hazardous waste spill of July 28, 2006 be accepted for information.

CARRIED

**5.2 Monthly Operations  
Reports for July and  
August 2006**

Pat Sliworsky, Manager submitted his reports.

***Statistical Report.***

Non-member tonnage total up due to NWT waste containing painted wood containing lead in the paint, which cannot be disposed of in NWT. Accepted as non-hazardous waste, and will be used as alternate ground cover.

The Board asked if there were any concerns over the Manager change?

Pat Sliworsky reported that staff and contractors have been cooperative.

***Operations Highlights Report***

- Safety meetings have started,
- Site improvements have been made.
- The appearance of the site is also being improved, such as grass cutting and signage.
- Safety defects in operators equipment is being addressed
- Freon removal underway – first batch completed of approx 36, about 1/3 of stock.
- Tires are to be removed shortly by a contractor.
- Tire compound being planned, waiting for contractor to arrive to coordinate.
- Construction demolition compound being set up.
- Pesticide containers taken care of, shredded and removed in conjunction with MD's transfer stations.
- Batteries will be removed in the next month.

**Resolution #78-06**

Moved by Ellis Forest

THAT the operations reports for July and August 2006 be accepted for information.

CARRIED

**6. OLD BUSINESS**

**6.1 UMA request for Master Plan Payment**

**Resolution #79-06**

Moved by Jerry Chomiak  
THAT UMA Engineering be paid \$3,395.00 for the additional work conducted under the 2005 Master Plan update with a covering letter explaining our concerns.

CARRIED

**6.2 MSP Grant for Study**

Responses have been received from MD Mackenzie and the Town of High Level, being supportive but not offering any specific funding. The Town of Rainbow Lake may decline at present, pending discussions on another proposed joint project for the 2007 budget.

**6.3 Landfill vehicle acquisition**

Administration is to obtain information on the allowed mileage under a lease and any extra costs.

**Resolution #80-06**

Moved by Peter Braun  
THAT a 36 month lease be approved with Wolverine Ford for a pickup truck according to the submitted quotation.

CARRIED

**7. NEW BUSINESS**

**7.1 Bank Signatures authorization**

**Resolution #81-06**

Moved by Loren Bojarski  
THAT the signing officers for the CIBC bank account be either the Chairman, Stuart Watson, or the Vice Chairman Jerry Chomiak together with the Manager, Pat Sliworsky or the Treasurer, Michael Roy.

CARRIED

**7.2 Collection and Disposal of Household Hazardous Waste, Paint and Antifreeze**

**Discussion of providing the service**

- Should it be a Commission cost or a separate cost to each member. Should the Commission take the responsibility of the costs?
- General agreement that this would be part of the transfer station function that could be assumed in 2007 subject to existing contracts. This should provide some savings to members.
- Containers should be at any manned transfer station.
- Municipalities to provide documented costs and estimate their additional costs, to enable the Manager to summarize this information to determine cost efficiencies.
- Concern was raised as to accuracy of costs to base the 2007 budget on.
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**Transfer Stations**

The Board discussed the possible directions that we might go with the transfer stations.

- Take over the management of the transfer stations as it is, and find efficiencies over the next year.

- Goal is for cost savings.
- Study the whole waste stream instead of piecemeal i.e. transfer stations as a stand alone phase.
- Easier to accomplish as phases such as transfer stations, which could be cost effective.
- Perhaps take over transfer stations completely in 2007.
- The Manager has experience in transfer stations and landfills and can proceed with the initial fact gathering. Should proceed to collect information on finances and contracts for the whole region's waste stream operations.

**Resolution #82-06**

Moved by Kelly Drover

THAT member municipalities be advised of the proposal to take over the region's transfer stations, and request the transfer station's operating and capital costs of each member for the past two year's, together with any related contractual commitments.

CARRIED

**Resolution #83-06**

Moved by Kelly Drover

THAT the Commission defer discussions with DBS Environmental to the 2007 budget, to supply proper storage containers and then to provide proper disposal of household hazardous waste, paint, and antifreeze.

CARRIED

**7.3 Moving Expenses for  
Manager**

**Resolution #84-06**

Moved by Jerry Chomiak

THAT the moving expenses for Pat Sliworsky, Manager, be approved in the amount of \$4,065.56.

CARRIED

**7.4 Acceptance of Liquid Waste**

Discussion of the liquid waste issue:

- Amend the policy to require waste generator to conduct a test of the waste being hauled, and a manifest to be generated for each generator.
- Gives the liability back to the generator.
- Complies with Environment's requirements.
- Can samples be kept of each load being brought in? Yes
- Could random samples be taken? Yes.
- Testing of existing sump waste held in the pond, suggest twice a year.

**Resolution #85-06**

Moved by Loren Bojarski

THAT the Commission require a Waste Request Manifest for any "at risk" waste as determined by the scale operator.

CARRIED

**Resolution #86-06**

Moved by Ellis Forest

THAT administration bring the Liquid Sump Policy to the next meeting with recommendations, and that current contractors be advised of potential liquid waste testing commencing in 2007.

CARRIED

**7.5 Groundwater Monitoring Program**

**Resolution #87-06**

Moved by Kelly Drover

THAT the Commission authorize the Manager to proceed with the proposed groundwater monitoring program as submitted.

CARRIED

**7.6 Debit Machine and Second Phone Line**

Administration is to provide further information on:

- Estimated unpaid loads per year.
- Costs for billing the small invoices to customers.

**Resolution #88-06**

Moved by Peter Braun

THAT the Debit Machine and Second Phone Line request be deferred to the next Commission meeting for more information.

CARRIED

**7.7 Waste Assistance Program**

Administration to investigate the Waste Assistance Program grant and bring recommendations back to the Board.

Ellis Forest left at 12:33 p.m. due to other commitments.

**7.8 2007 Operating Budget**

Discussion of the proposed 2007 Budget, line by line.

Reclamation costs discussed. Pat Sliworsky reported on the progress to date with the proposed changes to the lease or purchase of the land. This might have to be referred to the Minister level.

Board members per diem for 2006 to be paid out at 100% taxable, as the discussions with Revenue Canada are too protracted.

Estimate required for assuming transfer stations in 2007.

Discussion on passing on increased costs, whether by increased user fees or a requisition to member municipalities or a combination. The different practices for handling garbage collection and disposal costs of each member municipality were discussed.

Out of region rates to be higher, i.e. from NWT

The overall goal is to provide a better service to the region for less money.

Administration recommended the tonnage fees be at \$40 per tonne for

member residential and commercial rates, and \$82 per tonne for non-members.

**Direction to Administration**

Administration to re-calculate the operating budget with the additional items discussed by the Board, including vehicle costs and administrative services.

**7.9 2007 Capital Budget**

Discussion of Reserves that have not been included in the proposed capital budget:

- New municipal cell construction
- Industrial cell construction
- Master Plan update spread over 10 years
- Storm drainage reserves to construct ponds.

Should the full capital costs for a project be spread over the next few years, or can we borrow funds over a longer period of time. Consistent annual contribution to reserves is fairer to the member municipalities.

Administration to identify and calculate the reserves, and bring back to the Board.

**Resolution #89-06**

Moved by Jerry Chomiak

THAT a special budget meeting be scheduled for September 29, 2006 at 6 p.m. to discuss the 2007 budget.

CARRIED

**8. CORRESPONDENCE**

**8.1 Alberta Dairy Council  
Annual Report**

**Resolution #90-06**

Moved by Jerry Chomiak

THAT the 2004-5 Alberta Dairy Council Report be accepted for information.

CARRIED

**9. NEXT MEETING DATE**

**9.1 November 25, 2006 meeting**

Next regular meeting on November 25, 2006

Special Budget Meeting on September 29, 2006

**10. IN CAMERA AGENDA**

**Resolution #91-06**

Moved by Peter Braun

THAT the Board go in-camera to discuss a media issue and administration costs.

CARRIED

**Resolution #92-06**

Moved by Kelly Drover

THAT the Board come out of camera at 2:54 p.m.

CARRIED

**Resolution #93-06**

Moved by Peter Braun

THAT the Town of High Level provide a breakdown of the \$25,000 administration costs for the 2007 budget.

CARRIED

**Resolution #94-06**

Moved by Loren Bojarski

THAT administration draft a Media Communications Policy that includes a reporting protocol for incidents.

CARRIED

**Resolution #95-06**

Moved by Jerry Chomiak

THAT a Confidentiality Agreement be put in place for employees and contractors.

CARRIED

**11. ADJOURNMENT**

**Resolution #96-06**

Moved by Jerry Chomiak

THAT the meeting be adjourned at 3:01 p.m.

CARRIED

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Chairman

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Municipal Secretary