



Mackenzie Regional Waste Management Commission

Regular Board Meeting
Stardust Motor Inn at 10 a.m.
September 06, 2008

MINUTES

In Attendance	Stuart Watson Jerry Chomiak Peter Braun Carrie Demkiw Kelly Drover John Klassen	Chair, Mackenzie County Vice Chair, Town of High Level Mackenzie County Town of High Level Town of Rainbow Lake Director of Environmental Services, Mackenzie County
Staff:	Pat Sliworsky Kathy Bancarz	Manager Administrative/Financial Assistant
Regrets:	Rose Cretney	Town of Rainbow Lake

1. CALL TO ORDER

Stuart Watson called the meeting to order at 11:00 a.m.

2. ADOPTION OF AGENDA

Resolution #41-08

Moved by Jerry Chomiak

THAT the agenda for the September 06, 2008 board meeting be adopted with the following addition:

7.6 Small Steel

CARRIED

3. DELEGATIONS

3.1 Doug Gramson re Invoice to Northern Services

Doug Gramson spoke in regards to being charged for a mixed load of concrete and dirt when in fact there were only about three to four small pieces present in a load of clean fill. He assumed it would be used with the dirt for top soil. Had he known that he would be charged for it, he would have sorted it out. Mr. Gramson has asked the Commission to consider a reduction of the cost for this particular load.

4. REPORTS

4.1 Managers Report

Manager Pat Sliworsky presented his reports for May, June and

July 2008.

- The waste in 2008 is lower as compared to 2007. 1000 metric tonnes less was placed in the pit in 2007. In looking at the report there was a difference of -800 Tonnes of commercial/industrial from Mackenzie County and -100 Tonnes of commercial/industrial from High Level.
- 14 loads of tires (over 230 Tonnes) have been taken out of the Landfill over the last 2 years.
- The office building is now setup at the Landfill.
- We are now recycling milk cartons and jugs.
- We have updated the changes (Effective July 1/08) to the *Alberta Public Service Subsistence, Travel and Moving Expenses Regulation*.

They include the following:

	<u>Old Price</u>	<u>New Price</u>
- breakfast	\$8.05	\$9.20
- lunch	\$10.20	\$11.60
- dinner	\$18.25	\$20.75
- daily allowance	\$6.45	\$7.35
- accommodation	\$17.70	\$20.15
- mileage	\$0.43/km	\$0.505/km

- We are scheduled to partake in the Getting to Know You Night in La Crete on September 12, the Town of High Level Trade Show on September 19 & 20, and the Getting to Know You Night in Rainbow Lake in October.
- I attended a meeting in Edmonton on August 27th regarding the Standards and Guidelines for Landfills in Alberta.
- I will be attending a Conference in Valleyview on September 10th-12th. One of the tours at this conference is to the Transfer Station which now has the new "Transtor" bin system to help cut costs to hauling of waste. Another item that I will be looking into is the proposal that Northern CARE is putting together for all members regarding metal recycling. In talking to them to date they mentioned that they should at least be able to recycle our metal at zero cost in the future. 2008 Budget is \$10,000 for metal recycling costs.
- A notification for composting has been sent in to Alberta Environment for them to review in order to allow us to start operation.
- We are still looking for a contractor to setup our electric fence. Margo Supplies are the only one that has contacted us in reply to the RFP's that were sent out and they still haven't got back to us as to how much it will cost.
- Our web site is up and running. www.mrwmc.com
- Next meeting to be about the 2009 Budget. Request for items that the Board would like to see included in the next budget. Does the Board wish to send out RFP's for an auditor?

Resolution #42-08

Moved by Carrie Demkiw

THAT the manager's report be accepted for information.

CARRIED

There was a discussion regarding the auditors and whether a multi-year contract had been signed with KPMG. Administration will check into it and forward their findings to the Board.

There was a discussion regarding whether the Commission should become a member of Northern CARE. Currently, the Mackenzie County is a member and the Commission has been included in that membership because of its association. Administration was asked to bring more information to the Budget Meeting regarding the benefits of being a member of Northern CARE.

The land lease was discussed, and to date there have been no decision from Alberta Environment regarding the Commission purchasing the land because they are waiting for Alberta Transportation to respond to our request.

Resolution #43-08

Moved by Kelly Drover

THAT a form letter be drafted and passed through the Commission members for approval regarding the purchasing of the land, sent to the Municipalities for endorsement, then forwarded to the office of the Minister of Environment and cc'd to the local MLA and Alberta Transportation.

CARRIED

**4.2 Financial Report as of
April 30, 2008**

Resolution #44-08

Moved by Jerry Chomiak

THAT the Financial Report be accepted for information.

CARRIED

5. ADOPTION OF MINUTES

**5.1 Regular Meeting of
May 23, 2008**

Resolution #45-08

Moved by Peter Braun

THAT the minutes of the May 23, 2008 Mackenzie Regional Waste Management Commission meeting be adopted as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

There were none.

7. NEW BUSINESS

**7.1 Policy 26-05
Appointment of the
Secretary - Treasurer**

There was a discussion regarding the requirement by the Minister of Environment to keep the position, can we rescind it?

Resolution #46-08

Moved by Jerry Chomiak

THAT the motion be tabled to the next meeting with the request that Administration provide further information.

CARRIED

**7.2 Policy 24-05 Reserve
and Trust Fund
Accounts**

Resolution #47-08

Moved by Jerry Chomiak

THAT the motion be tabled to the next meeting with the request that Administration provide further information.

CARRIED

7.3 Policy 51-06 Batteries

Resolution #48-08

Moved by Kelly Drover

THAT the Commission accept the change to the Batteries 51-06 policy as presented.

CARRIED

7.4 Policy 34-05 Tires

The Board discussed the safety risk regarding tires with air and liquid.

Resolution #49-08

Moved by Peter Braun

THAT the Commission accept the change to the Tires 34-05 policy as presented, with the addition to Responsibilities and Authorities to include; "The waste hauler will ensure the tires are deflated and empty of all liquids prior to disposal in the designated area".

CARRIED

**7.5 Invoice to Northern
Services**

It was discussed that better communication is needed, in the future; the generator should be called prior to the dumping of a mixed load to inform them of the charge for that particular load. It was also recommended that Administration purchase a digital camera for use at the Landfill.

Resolution #50-08

Moved by Jerry Chomiak

THAT the Commission reduce the charge to \$56.15 and include a letter providing an explanation on how this amount was determined.

CARRIED

7.6 Small Steel

John Klassen was concerned with increases in sorting charges pertaining to transfer stations on the Mackenzie County invoices. The Manager, Pat Sliworsky explained that there is a sorting fee of \$50.00 per hour minimum applied after 15 minutes of sorting to encourage better waste management by the generator. This sorting applies to loads that contain recycled products such as tires and appliances. Future communication will include e-mails to both John and Henry Klassen to forewarn them of any sorting charges with the source of the waste and an inventory of the items.

8. CORRESPONDENCE

**8.1 Letter from Highway 43
Waste Commission**

It was discussed that the request of the letter should be handled on a Municipal level, and the Commission would support the Municipalities if they are willing to lobby it.

Resolution #51-08

Moved by Kelly Drover

THAT Administration forward the letter to the Municipalities with the request they garner support for this issue and also request they include support to ban the sale or giving away of styrofoam.

CARRIED

8.2 RCA Conference 2008

Resolution #52-08

Moved by Jerry Chomiak

THAT Peter Braun and Manager Pat Sliworsky attend the conference.

CARRIED

9. NOTICE OF MOTION

The next meeting will include the 2009 Budget.

10. NEXT MEETING DATE

The next meeting will be held October 04, 2008 at 10:00 a.m. at the Town of High Level Office.

11. IN-CAMERA ITEMS

Resolution #53-08

Moved by Carrie Demkiw

THAT the Board go in-camera at 12:45 p.m.

CARRIED

Resolution #54-08

Moved by Carrie Demkiw

THAT the Board come out of camera at 1:02 p.m.

CARRIED

Resolution #55-08

Moved by Jerry Chomiak

THAT Administration have the Town of High Level Administration attend the meeting on October 04, 2008, 11:00 a.m., as well as, KPMG via telephone to discuss the Administration Support for 2007.

CARRIED

12. ADJOURNMENT

Resolution #56-08

Moved by Peter Braun

THAT the meeting be adjourned at 1:03 p.m.

CARRIED

Chairman

Manager