

## Mackenzie Regional Waste Management Commission

January 15, 2005 at 10:00 a.m.  
Olivier Room, Stardust Motor Inn

### MINUTES

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**Present:**

Clark McAskile	Town of High Level
Jerry Chomiak	Town of High Level
Peter Braun	MD Mackenzie
Stewart Watson	MD Mackenzie

**Also present:**

Ron Pelensky	Town of High Level, Landfill Manager
Lauretta Jenkins	BJE Group
John Crisp	Town of High Level, Municipal Secretary
Steve Rozee	MD Mackenzie, Transfer stations
Tim Guss	WasteCo Environmental Services
David Kerr	WasteCo Environmental Services
Jim Clare	UMA Engineering

**Absent:**

Kelly Drover	Town of Rainbow Lake
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#### 1.0 CALL TO ORDER

Chair Clark McAskile called the meeting to order at 10:05 a.m.

#### 2.0 ADOPTION OF AGENDA

**Motion #01-05** Moved by Councillor Watson  
THAT the agenda of the January 15, 2005 meeting be adopted as presented.  
CARRIED

#### 3.0 DELEGATIONS

##### 3.1 EMS (WasteCo Environmental Services)

David Kerr, Senior Vice President and Tim Guss, Business Development Manager represented WasteCo Environmental Services, also called EMS.

- On March 1, 2005 WasteCo will no longer have separate name but be part of EMS as a result of ownership changes.
- To date there has been over 16,000 tonnes of daily cover provided
- There have been some operational concerns regarding stockpiling of cover soil.

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**Motion #02-05** Moved by Councillor Chomiak  
THAT the Board go in-camera at 10:10 a.m. to discuss operational concerns.  
CARRIED

**Motion #03-05** Moved by Councillor Watson  
THAT the Board come out of camera at 11:21 a.m.  
CARRIED

**Motion #04-05** Moved by Councillor Chomiak  
THAT the Soils Agreement with WasteCo Environmental be amended to clarify the definitions of stockpiling, and the related costs of stockpiling of hydrocarbon impacted soils.  
CARRIED

**Motion #05-05** Moved by Councillor Braun  
THAT the landfill operating contract with BJE Group be reviewed for direction and invoicing to third parties.  
CARRIED

Tim Guss of WasteCo stated that they had originally agreed to annual ground water monitoring, however now it is twice a year under the operational license. Therefore they request an evaluation of the operational responsibility for testing in the WasteCo leased area and the commission controlled area due to the increased analytical responsibilities.  
UMA confirmed that the approval from Alberta Environment requires monitoring twice a year.

**Motion #06-05** Moved by Councillor Watson  
THAT Ron Pelensky be requested to review the landfill groundwater monitoring requirements with Alberta Environment.  
CARRIED

WasteCo's plans:

The Area A in the agreement seems to impact future development of the landfill in general, and needs to be reviewed, and therefore a deferral of completion of the industrial cell construction is requested. Currently the completion date is November 2004.

WasteCo would like to present an enhanced partnership model with an Industrial cell alongside a Municipal Solid Waste cell and operate the two cells simultaneously. The Treatment pad would be inside the industrial cell.

The Proposal will be submitted by end of June with a business plan for construction in the summer of 2005. The preliminary presentation would be in Feb or March.

3.2 UMA Engineering regarding the Master Plan

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Jim Clare of UMA Engineering presented the proposed master plan and audit.

AUDIT REVIEW of OPERATIONS

Copies were circulated. Jim Clare carefully reviewed each area with a power point presentation, with some recommendations.

**Motion #07-05** Moved by Councillor Watson  
THAT the Operations Audit by UMA Engineering be accepted as amended.  
CARRIED

MASTER PLAN

Jim Clare presented a draft of the Landfill Master plan, with two main options. Option 2 was recommended as it incorporates WasteCo's industrial cell the best.

**Motion #08-05** Moved by Councillor Chomiak  
THAT the Commission direct UMA Engineering to develop the Master Plan in cooperation with the Commission and WasteCo using Option 2 as the basis, and to include an industrial cell, with the cell separation of municipal solid waste and industrial waste running north and south.  
CARRIED

The final draft of the Master Plan is expected by the end of February 2005

**Motion #09-05** Moved by Councillor Braun  
THAT Section 5.2(a) of the License Agreement with WasteCo Environmental Services be amended to read 1 November, 2005, subject to the completion of the Master Plan.  
CARRIED

**4.0 ADOPTION OF MINUTES:**

**4.1 Regular Meeting of November 27, 2004**

**Motion #09-05** Moved by Councillor Chomiak  
THAT the minutes of the Mackenzie Regional Waste Management Commission regular meeting of November 27, 2004 be adopted.  
CARRIED

**5.0 OLD BUSINESS:**

**5.1 Report on Items from the Minutes**

Schedule of Rates. Revised schedule sent out with all invoices in December and e-mailed to Commission members.

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Future rate increases are to be in place before the municipal budgets are completed, i.e. September of the previous year, and the Budget Policy to be revised to reflect that.

The draft Master Plan is to be sent to Alberta Environment to satisfy their requirements, and the completion schedule to be submitted with the grant extension request to Municipal Affairs.

## 5.2 Review of Existing Policies

### 5.2.1 Establish Review Process

It is recommended that two or three policies be reviewed at each meeting.

### 5.2.2 Policy F-3 "Schedule of Rates"

**Motion #10-05** Moved by Councillor Chomiak  
THAT Policy F-3 be rescinded with the fee increase notification process being incorporated into the Budget Policy and the rates being part of Bylaw 02-04.  
CARRIED

**Motion #11-05** Moved by Councillor Braun  
THAT the budget submission date in the Budget Policy be changed to September.  
CARRIED

### 5.2.3 Policy G-2 Appointment of Board of Directors

Recommend deletion of this policy as this is now in the Governing Bylaw 01-04.

### 5.2.4 Policy G-3 Appointment of Chairperson and Vice-Chairperson

Recommend deletion of this policy as this is now in the Governing Bylaw 01-04.

**Motion #11-05** Moved by Councillor Chomiak  
THAT Policy G-2 Appointment of Board of Directors and Policy and G-3 Appointment of Chairperson and Vice-Chairperson be rescinded as they are now incorporated in Bylaw 01-04.  
CARRIED

## 6.0 NEW BUSINESS:

### 6.1 E-Waste Report

Report and recommendations from the E-Waste Workshop attended by Peter Braun, Clark McAskile and Ron Pelensky.

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It is recommended that advertisements be placed in the Echo and Pioneer to explain the collection process on electronic waste, when the information is available.

The workshop indicated that Landfills will be the approved collection sites, which in turn may designate other sites, such as bottle depots and transfer stations.

**Motion #12-05** Moved by Councillor Chomiak  
THAT the High Level regional landfill be designated as a municipal collection site for electronic waste.  
CARRIED

**Motion #113-05** Moved by Councillor Braun  
THAT the Commission make application for the landfill to receive an e-waste site designation and that the landfill operator operate the e-waste centre and be compensated pursuant to the Recycling Authority's rate schedule.  
CARRIED

**Motion #14-05** Moved by Councillor Watson  
THAT all advertising for e-waste be coordinated with the member municipalities.  
CARRIED

## 6.2 Month End Report Landfill Operations

The Monthly report was reviewed and explained by Ron Pelensky.

**Motion #15-05** Moved by Councillor Chomiak  
THAT the December 2004 Monthly Landfill Activity Report be accepted for information.  
CARRIED

## 7.0 CORRESPONDENCE

### 7.1 MD Mackenzie 2004 Municipal Sponsorship Grant

The MD explained the reason for refusal by the review panel of the regional partnership grant request.

**Motion #16-05** Moved by Councillor Braun  
THAT the decision to apply for a Municipal Sponsorship Grant to study future Transfer Stations and the implications of the Commission becoming responsible for all of the region's waste handling in addition to the landfill operation, be deferred to the next meeting.  
CARRIED

## 8.0 DATE OF NEXT MEETING

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The next regular meeting is to be held on March 5, 2005 at 10 a.m. in High Level, at the Stardust.

**9.0 ADJOURNMENT**

**Motion #17-05** Moved by Councillor Braun  
THAT the Commission meeting be adjourned at 4:32 p.m.  
CARRIED

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Chairman

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Secretary

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