



Mackenzie Regional Waste Management Commission

Regular Board Meeting
Stardust Motor Inn at 10 a.m.
June 11, 2005

MINUTES

In Attendance:	Clark McAskile	Chair, Town of High Level Council
	Peter Braun	MD Mackenzie Council
	Jerry Chomiak	Town of High Level Council
	Kelly Drover	Town of Rainbow Lake Council
	Steve Rozee	MD Mackenzie staff
	Ron Pelensky	Town of High Level staff
	John Crisp	Town of High Level staff

1. CALL TO ORDER

Clark McAskile called the meeting to order at 10:03 a.m.

2. ADOPTION OF AGENDA

Motion #32-05 Moved by Jerry Chomiak
THAT the agenda for June 11, 2005 be adopted with the
addition of:

6.3.3 Agenda Policy.

CARRIED

3. DELEGATIONS

There were none.

4. ADOPTION OF MINUTES

4.1 Regular Meeting of April 30, 2005

Motion #33-05 by Jerry Chomiak
THAT the minutes of April 30, 2005 be adopted as
presented.

CARRIED

5. REPORTS

5.1 Finance Report

Motion #34-05 Moved by Peter Braun
THAT the Finance Report for the period ending May 31,
2005 submitted by the Director of Finance be accepted for
information.

CARRIED

**5.2 Monthly
Operations**

Motion #35-05 Moved by Kelly Drover

THAT the April Month End Report on landfill operations, with the totals corrected, by Director of Operations be accepted for information.

CARRIED

6. OLD BUSINESS

**6.1 Master Plan
Update**

Review led by Ron Pelensky, Director of Operations

6.0 Implementation Plan

6.1 Implementation Schedule and Estimated Costs.

- (c) Alberta Environment should be asked to put it in writing that the high chloride background is acceptable. It is better to ensure that we do not have a problem now rather than have a future problem.
A meeting is to be arranged with Environment and UMA to outline the problem and ongoing monitoring, rather than provide additional wells.
- (d) Cell 3B and leachate pond. Construction estimate is less than the \$150,000 mentioned.
- (e) Industrial cell development. No years to be included in the Master Plan but use Phases instead.
- (f) Construct east berm. Change date to phase.
- (g) Apply for lease expansion.
- (h) Storage compound. Discussion of the priority of this as compared to other projects. More for convenience and aesthetics than necessity.
- (i) Surface water ditches and retention ponds.
- (j) Demolition disposal cell. Ditching material to create the berms. To be on the surface. Tie (i) and (j) together.
- (k) Fill over existing disposal cells. Use soil from surface cell.
- (l) Date too optimistic, more likely later. Request UMA for more information in implementation. Need costs and source of revenue. Also the capital costs need to be spread over more years. What are the priorities? UMA to clarify.

What has to be done this fiscal year of 2005?

- Cell 3B.
- Demolition debris cell or at least separate out debris from waste stream and stockpile. Could the fees be decreased for debris to encourage construction waste separation?
- Lease expansion
- Phase 1 of (i) and (j) for 2006
- Phase 2 of (i) defer for 2 years
- Put Phases instead of years.
- UMA to sign off
- Sunset clause to be inserted in EMS industrial cell development.
- Mater Plan alternatives if we do not proceed with the EMS industrial cell.

Motion #36-05 Moved by Peter Braun

THAT the above amendments be included in the Master Plan final draft.

CARRIED

Operations Plan

The errors are still there from the last draft, and are still not cross referenced. Has to be sent back to UMA.

6.2 EMS Agreements Updates by Ron Pelensky, Director of Operations.

Hydrocarbon Policy to govern hydrocarbon contaminated soils.

Agreements still not received from EMS. They were to present a modified combined agreement. We should respond that there will be a sunset clause for partnership in order to make the Master Plan viable.

The critical timeline to construct the industrial cell for our Master Plan is by next construction season i.e. July 1, 2006.

Previously WasteCo has been referred to for all hydrocarbon contaminated soil. Should this now be open to anybody as we are doing the testing? This will be discussed with WasteCo.

EMS Agreement amendments:

The landfill should have the right to accept daily cover soil from all sources. Needs clarification as to an industrial cell usage as we cannot go in competition with EMS. If it is our customer, and the soil tested and acceptable daily cover it does not have to go through EMS. This needs to be in the

agreement. Whether or not it contains hydrocarbons. The EMS agreement and partnership must be in operation first.

Motion 37-05 Moved by Kelly Drover

THAT the Commission protect its right to accept suitable soils for daily cover.

CARRIED

Administration is to draft a Policy to accept usable contaminated soils as daily cover, including

- How we accept the soils,
- Applicable fees i.e. for testing costs.
- Arrangement for pre-testing on site. I.e. set ppm for acceptance. Get agreements in place to safeguard ourselves.
- Need to bring soil in as cheap as possible to encourage soil cover coming in.

Once in operation the hydrocarbon contaminated soils that we cannot accept would go to EMS for treatment.

The question was raised as to whether there is a conflict in accepting soils now, as the EMS agreement has not started yet?

6.3 Policy Reviews

6.3.1 Policy F-1

Motion #38-05 Moved by Peter Braun

THAT the Budget Development and Approval Policy F-1 be amended as recommended.

CARRIED

6.3.2 Policy F-2

Motion #39-05 Moved by Jerry Chomiak

THAT the Funding Requisitions Policy F-2 be rescinded and administration draft a debt management policy in its place.

CARRIED

6.3.3 Agendas

Motion #40-05 Moved by Kelly Drover

THAT the agenda for Commission meetings be finalized and received 48 hours before the meeting and all additional items to the agenda to be voted on at the commencement of the meeting, and that the Meetings of the Board of Directors Policy G-1 be amended accordingly.

CARRIED

The agenda file should be in .pdf format. The MD office offered to scan and convert the documents.

7.1 Management Services

The Town of High Level advised the Commission that effective December 31, 2005 the Director of Operations will not be managing the Landfill Operations due to time

restraints.

Discussion on hiring and training a new person(s).
Could High Level extend agreement for one more year and facilitate the Master Plan completion.
The Board thought a manager should be hired rather than a trainee.

Ron Pelensky estimated that about 20-25% of his time is for landfill operations.

The MD has one employee for about 25% of his time involved in waste management, with operators looking after transfer stations and other duties.

In Rainbow Lake public works looks after the transfer station.

Motion #41-05 Moved by Jerry Chomiak

THAT the Commission request the Town of High Level for Ron Pelensky's services for 2006 and meanwhile work on a new structure.

CARRIED

Suggested that a study be undertaken as to what waste management responsibilities are being done by the municipalities, and their time restraints. This would hopefully clarify what responsibilities should be municipal and what areas should be under the Commission.

**7.2 Municipal
Sponsorship
Grant
Parameters**

Terms of reference for Regional Waste Management Study, in preparation for a Municipal Sponsorship Program grant application. Suggested topics to include:

- Areas to include in the Commission's region
- Transportation of waste
- Transfer Stations
- Waste Streams
- Class 3 Landfill sites
- Recyclables
- Funding Sources

If Commission take over all aspects of waste stream, then the Commission would decide whether to truck or create Class 3 landfills in the region.

The Board discussed the critical question as to the Commission taking over all waste streams in their entirety, and if so whether a study is necessary.

- If we have to hire trained staff specific to waste management then the Commission could handle all waste. That individual would do the analysis then re contractors etc.
- The landfill currently needs more than 25% of a person's time. A fully qualified person would require a larger job than just 40% of their time. This would justify the Commission taking responsibility for all waste streams
- A second person, a foreman, would be required to work with the manager and assist in daily operations.
- Efficiencies to be gained by Commission taking over waste stream entirely. Goals to increase efficiencies for collection and disposal costs.
- Integration of service levels needed for each municipality. Should there be equal service or standardized service.
- Cost recovery is the goal, but how should nay shortfall be paid for? Fees, requisitions.
- New manager would study different pickup strategies for cost efficiency.
- Political decision by the respective councils to take over waste responsibilities. If this happens a study would suggest a mechanism for cost recoveries.
- The decisions as to how the garbage is picked up would be left to the municipalities and customers.

Motion 42-05 Moved by Kelly Drover

THAT the Commission fulfill its role by assuming the broader responsibilities of complete waste stream management for the Mackenzie region, and that this be conveyed to each member municipality.

CARRIED

**7.3 Secure Load
Policy O-6**

Motion #43-05 Moved by Peter Braun

THAT the Commission adopt the new Secured Load Policy as amended to be effective September 1, 2005, and that it be advertised throughout the Mackenzie region.

CARRIED

**7.4 Cell 3B
Construction**

Ron Pelensky reviewed the UMA plans submitted for construction in 2005.

Motion #44-05 Moved by Jerry Chomiak

THAT the Commission construct Cell 3B in 2005 by means of daily labour rates and within the approved budget.

CARRIED

8. CORRESPONDENCE FOR ACTION

**8.1 Electronics
Recycling
Alberta**

Motion #45-05 Moved by Peter Braun
THAT the Commission advertise twice in the region
regarding the electronics waste recycling facility at the
landfill, to be partially funded by the ARMA, and that posters
be placed in appropriate retail outlets.
CARRIED

This to include the Big Deal (La Crete) and the Rainbow
Lake community newspaper.

9. CORRESPONDENCE FOR INFORMATION

**9.1 Alberta
Recycling
Management
Authority**

News release regarding electronics recycling.

10. ITEMS FOR NEXT MEETING

11. NEXT MEETING DATE

**11.1 Next Regular
Meeting**

September 10, 2005 at 10 a.m. at the Stardust Motel.

12. ADJOURNMENT

Motion 46-05 Moved by Kelly Drover
THAT the Commission meeting be adjourned at 1:42 p.m.
CARRIED

Chairman

Secretary