



## **Mackenzie Regional Waste Management Commission**

**Regular Board Meeting  
Stardust Motor Inn at 10 a.m.  
October 22, 2005**

### **MINUTES**

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|---------------|---|---|
| In attendance | Clark McAskile<br>Jerry Chomiak<br>Stuart Watson<br>Peter Braun<br>Kelly Drover | Chair, Town of High Level<br>Town of High Level<br>MD Mackenzie<br>MD Mackenzie<br>Town of Rainbow Lake |
| Also:         | Lauretta Jenkins<br>Ron Pelensky<br>John Crisp<br>William Pashko                | BJ Group<br>Director of Operations<br>Municipal Secretary<br>Haul-All agenda item only                  |
| Absent:       | Ivan Burkholtz  | Town of Rainbow Lake  |

#### **1. CALL TO ORDER**

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

#### **2. ADOPTION OF AGENDA**

**Motion#61-05** Moved by Jerry Chomiak  
THAT the agenda of October 22, 2005 be adopted as presented.

CARRIED

#### **3. DELEGATIONS**

##### **3.1 Haul-All Equipment Systems**

William Pashko, Territory Manager, made a presentation on their garbage drop-off, storage and transfer Transtor systems. He distributed brochures of the system, and the cost comparison sheets based on estimated tonnage in the Mackenzie region, and also gave a power point presentation.

All containers are enclosed with sealed panels, and powered lids, to prevent moisture and scavenging. They are constructed of galvanized metal.

Transtor systems have been in place for daily use for the past 20 years or more, and are currently in use in Drumheller and Lake

Louise in Alberta. Valleyview and Fox Creek have ordered the system.

Chair McAskile thanked William Pashko for his presentation.

#### **4. ADOPTION OF MINUTES**

##### **4.1 Regular Meeting of September 10, 2005**

**Motion #62-05** Moved by Peter Braun  
THAT the minutes of the September 10, 2005 meeting be adopted as presented.

CARRIED

#### **5. REPORTS**

##### **5.1 Operations Report**

Report by Ron Pelensky, Director of Operations.

**Tonnage:** September 2005 was approx. 10% lower than 2004, but August 2005 was about the same as 2004.

**Hydrocarbon soils** quantities increased. The Board then discussed acceptable levels of contamination in hydrocarbon soils.

**Newalta** was not ready for presentation yet, but would like to come to the next meeting to present results of market survey.

**Cell construction** started on Monday. It will be close to the budgeted \$80,000. Construction is using day rates. The cell is a wider than previously planned, at 46 meters wide at bottom. Possibly needs a further \$7,000 for an additional day's work to complete the cell. The base of the pit is really hard, and does not require compacting.

**Scale Operator** was off sick for two weeks.

**Motion #63-05** Moved by Jerry Chomiak  
THAT the Operations Report by Ron Pelensky, Director of Operations be accepted for information, and that additional funds for the completion of the new cell construction be approved if needed, to be funded from the General Landfill Reserve.

CARRIED

##### **5.2 Financial Reports**

**Motion #64-05** Moved by Stuart Watson  
THAT the Statement of Financial Position and Statement of Financial activities for 9 months ending September 30, 2005 submitted by Michael Roy, Director of Corporate Services, be accepted for information.

CARRIED

#### **6. OLD BUSINESS**

**6.1 2005 Master Plan  
Update, Operations  
Plan, and Groundwater  
Monitoring Program**

UMA Engineering, Jim Clare, will be in attendance at a future meeting to review in detail, after Commission members have had time to read the Master Plan.

**Motion #65-05** Moved by Kelly Drover  
THAT the Commission acknowledge receipt of the 2005 Master Plan Update, Operations Plan, and Groundwater Monitoring Program, pending final review by the Commission, and request an extension of the Muni grant deadline if required.

CARRIED

**6.2 Herbicide Containers  
Policy #O-8**

**Motion #66-05** Moved Peter Braun  
THAT the Herbicide and Pesticide Containers Policy #O-8 be adopted with the amendment that the rinsed containers be punctured so that they cannot be used.

CARRIED

**Motion #67-05** Moved by Stuart Watson  
THAT all current policies of the Mackenzie Regional Waste Management Authority, namely

- C-1 External Communications
- F-1 Budget Development & Approval
- F-4 Reserve & Trust Funds
- F-5 Purchasing
- F-6 Expenditure limits for manager
- G-1 Meetings
- G-4 Commission Manager selection
- G-5 Secretary Treasurer appointment
- O-1 Operators Agreement
- O-2 Supervision of Operator
- O-3 Waste Acceptance
- O-4 Classification of waste
- O-5 Special Wastes
- O-6 Secured Loads
- O-7 Special Waste, White Goods containing freon
- O-8 Special Waste Herbicide & Pesticide
- O-9 Special Waste, Oil, Oil Filters and Oil Containers
- O-10 Special Waste, Liquid Sump
- O-11 Special Waste, Metals
- O-11 Special Waste, Tires
- O-13 Special Waste, Clean Fill
- O-14 Special Waste, Asbestos
- O-15 Hydrocarbon Soils
- PD-1 Memberships
- PD-2 Travel & Training
- R-1 Administration Activities Reports
- R-2 Annual Report

be transferred to the Mackenzie Regional Waste Management

Commission, and that a review date be set for spring 2006.

CARRIED

**6.3 Travel Expense &  
Training Policy #PD-2**

**Motion #68-05** Moved by Jerry Chomiak  
THAT the amended Travel Expense Policy PD-2 be adopted including the Provincial Travel Expense Regulation except #14.01 regarding Ft. McMurray, to be effective January 1, 2006.

CARRIED

**6.3.1 Per Diem Policy #41-05**

The Commission discussed rates to fairly compensate for loss of earnings while attending Commission meetings considering the distances some have to travel.

**Motion #69-05** Moved by Jerry Chomiak  
THAT the Per Diem Policy # be adopted, to be effective January 1, 2006, paying the following rates:

Half day rate \$175  
Full day rate \$300  
Per diem \$300

subject to the conditions of the policy.

CARRIED

**Motion #70-05** Moved by Kelly Drover  
THAT member municipalities be notified of the Travel and Subsistence Policy and the per Diem Policy to be effective January 1, 2006

CARRIED

**6.4 Security Camera  
Proposal**

Presentation of security camera system by Ron Pelensky. There is minimal garbage dumped outside the gate, it would not justify camera expense, and personnel security has not been an issue up to now. There are other personnel on site at most times, and two way radios are used by personnel. A risk analysis was conducted by a consultant on the position.

**Motion #71-05** Moved by Jerry Chomiak  
THAT the report on the Security Cameras be accepted for information

CARRIED

**6.4.1 Job Hazard  
Assessments**

**Motion #72-05** Moved by Kelly Drover  
THAT the Commission require all employees and contractors to conduct their own job hazard assessments according to the prescribed format of the commission, and that this be conveyed to member municipalities.

CARRIED

**6.5 Storm Water Ditches & Pond Project with an Electric Fence**

**Motion #73-05** Moved by Kelly Drover  
THAT the Commission approve the storm water project for 2006, and that the electric fence project be approved subject to qualifying for a 75% provincial grant, and that administration proceed with the grant application for both projects to Alberta Environment.

CARRIED

**6.6 Ground water testing**

Additional budget request for 2005 for ground water monitoring report, since WasteCo is no longer required to do it.

**Motion #74-05** Moved by Peter Braun  
THAT the Commission approve an additional amount of \$19,350 plus GST for ground water testing for 2005.

CARRIED

**7. NEW BUSINESS**

**7.1 Auditors for 2006**

**Motion #75-05** Moved by Jerry Chomiak  
THAT KPMG Ltd be appointed the auditors of the Mackenzie Regional Waste Management Commission for the next three years.

CARRIED

**8. CORRESPONDENCE FOR ACTION**

There was none.

**9. CORRESPONDENCE FOR INFORMATION**

**9.1 Tire Recycling Alberta**

Accrual of tire marshalling area funds of \$30,000 to 2006 fiscal year.

**9.2 MD Mackenzie**

Rezoning completed for landfill.

**Motion #76-05** Moved by Stuart Watson  
THAT the correspondence from Tire Recycling Alberta regarding accrual of tire marshalling yard funds, and the MD Mackenzie's notice of rezoning the landfill, be accepted for information.

CARRIED

**10. NEXT MEETING DATE**

November 26 at 10 a.m. for presentation by Jim Clare, UMA on  
THE Master Plan, Operations Plan and Groundwater Program.

**11. ADJOURNMENT**

**Motion #77-05** Moved by Kelly Drover  
THAT the Commission meeting be adjourned at 1:40 p.m.

CARRIED

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Chairman

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Municipal Secretary

Burn CD for policies to Stuart.