



## **Mackenzie Regional Waste Management Commission**

**Regular Board Meeting  
Stardust Motor Inn at 10 a.m.  
November 03, 2007**

### **MINUTES**

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#### **IN ATTENDANCE**

Stuart Watson	Chair, Mackenzie County
Jerry Chomiak	Vice Chair, Town of High Level
Kelly Drover	Rainbow Lake
Peter Braun	Mackenzie County

#### **STAFF**

Pat Sliworsky	Manager
John Klassen	Director, Mackenzie County
Debra Langford	Secretary

#### **REGRETS**

Carrie Brown	Town of High Level
Chris Berkholtz	Rainbow Lake

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

Chair Stuart Watson called meeting to order at 9:57 am, November 03, 2007.

##### **1.1 Election of Chair and Vice Chair**

**Resolution #105-07**  
Move by Peter Braun  
THAT Stuart Watson continues to be Chair and Jerry Chomiak continues to be Vice Chair.

Nomination was made by Peter Braun that Stuart Watson be Chair. Nomination was made by Peter Braun that Jerry Chomiak be Vice Chair. Both were elected by acclamation.

CARRIED

##### **1.2 Establish Executive Committee**

**Resolution #106-07**  
Moved by Jerry Chomiak  
THAT establishing an executive committee be tabled for now and revisited at a later date if need be.

CARRIED

Manager Pat Sliworsky to bring back a Financial Policy on signing authorities required for quick decisions.

**2. ADOPTION OF AGENDA**

**Resolution #107-07**

Moved by Jerry Chomiak

THAT the agenda of November 03, 2007 be adopted with the following:

7.4 Grants

6.5 Resolution #95-07

7.5 Resolution/Bylaw Equipment Purchasing

CARRIED

**3. DELEGATIONS**

**3.1 George Schmidt Invoice**

Brought forward a concern as a resident regarding being charged for loads over 1 tonne. During the clean up of his yard, he had borrowed a trailer as to only have to take one load to the landfill site. His load was just over 1 tonne and was charged. Had he known he would be charged he would have brought in his waste over two or three truck loads. By bringing only one load he was keeping traffic flow lower at the landfill site. His concern is why someone who brings in one load over a tonne has to pay, while someone who brings in three smaller loads that still equal over a tonne does not have to pay. George would like for the Commission to consider this and respond back to him regarding their decision and his invoice.

**4. REPORTS**

**4.1 Manager's Report &  
September Statistics**

**Resolution #108-07**

Moved by Jerry Chomiak

1. A copy of the letter from Alberta Environment be forwarded to all board members when it comes in.
2. Manager Pat Sliworsky to conduct inspections on all transfer stations in spring.

CARRIED

**4.2 Financial Report as of  
September 30, 2007**

**Resolution #109-07**

Moved by Peter Braun

Presented by Manager Pat Sliworsky, information as given by the Town of High Level.

1. Manager Pat Sliworsky to invest some surplus cash in operating, once the Commission has taken over financial responsibility and has a better understanding of the current financial standing.

CARRIED

**5. ADOPTION OF MINUTES**

**5.1 Minutes of August 25,  
2007 regular meeting**

**Resolution #110-07**  
Moved by Kelly Dover  
THAT the minutes of August 25, 2007 meeting were not available at the time of this meeting.  
Tabled until next meeting.  
CARRIED

**5.2 Minutes of September 29,  
2007 regular meeting**

**Resolution#111-07**  
Moved by Kelly Dover  
THAT the minutes of September 29, 2007 meeting be accepted.  
  
CARRIED

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Tipping Fees from other  
sites**

**Resolution #112-07**  
Moved by Peter Braun  
THAT rates presented by other sites be accepted as information.

Manager Pat Sliworsky to gather information on upcoming Conference for various tours that may be taken along the way.

CARRIED

**6.2 2008 Budget**

**Resolution #113-07**  
Moved by Peter Braun  
THAT the 2008 Budget be adopted as presented.

CARRIED

Moved by Kelly Drover  
THAT an RFP be submitted for Metal Recycling contract.

CARRIED

1. Manager Pat Sliworsky to submit an RFP for Metal Recycling contract.
2. Manager Pat Sliworsky to submit an RFP for quotes on construction of the Bear Fence.
3. Manager Pat Sliworsky to bring forward a plan for addition to the scale house.

**6.3 Non-member Tipping Fees**

**Resolution #114-07**  
Moved by Jerry Chomiak  
THAT the rate for non-members be accepted at \$125.00

CARRIED

Manager Pat Sliworsky to determine the cost to non-members to buy into the Commission.

**6.4 Fee Schedule Bylaw 02-07**

**Resolution #115-07**

Moved by Peter Braun

THAT the Fee Schedule Bylaw 02-07 be accepted with amendment.

Manager Pat Sliworsky to amend the wording regarding Bovine waste to clarify that waste created by Bovine will be accepted however the body of Bovine will not.

CARRIED

**6.5 Resolution #95-07**

**Resolution #116-07**

Moved by Jerry Chomiak

THAT amendment be made to **Resolution 95-07** to state that \$20,000 be included in the budget as a stewardship in the clean up of illegal litter sites.

CARRIED

**7. NEW BUSINESS**

**7.1 George Schmidt Invoice**

**Resolution #117-07**

Moved by Jerry Chomiak

THAT George Schmidt will continue to have to pay his invoice and bring it to the Town of High Level as per policy.

Manager Pat Sliworsky to respond to George regarding Commission's decision.

CARRIED

**7.2 Job Description for  
Administrative/Financial  
Assistant**

**Resolution #118-07**

Move by Kelly Drover

THAT the job description for the Administrative/Financial Assistant position be accepted with the addition of related training.

1. Manager Pat Sliworsky to add in that successful applicant must accept any further training in relation to the position.

2. Manager Pat Sliworsky to submit an RFP for contract Payroll services starting January 1, 2008

CARRIED

**7.3 Per Diem**

**Resolution #119-07**

Moved by Peter Braun

THAT the Commission pay the Board Members a Per Diem for assisting in the hiring of Mackenzie Regional Waste Management Commission personnel at a ½ day rate, an accumulation of 4 total interview dates.

CARRIED

**7.4 Grants**

**Resolution #120-07**

THAT the Commission board adopt a Bylaw to authorize the request for a Ten (10) year term loan with Alberta Capital Finance Authority for the acquisition of a 816F2 Landfill Compactor for \$381,548.00. The Commission shall levy and raise in each year user fees sufficient to pay the indebtedness.

CARRIED

**7.5 Resolution/Bylaw  
Equipment Purchase**

**Resolution #121-07**

Moved by Peter Braun

THAT First Reading be given to Bylaw 3-07 to borrow \$382,000 by way of debenture for the purchase of an 816F2 Landfill Compactor.

CARRIED

Moved by Kelly Dover

THAT Second Reading be given to Bylaw 3-07 to borrow \$382,000 by way of debenture for the purchase of an 816F2 Landfill Compactor.

CARRIED

Moved by Jerry Chomiak

THAT unanimous permission be given for Third and Final Reading to Bylaw 3-07 to borrow \$382,000 by way of debenture for the purchase of an 816F2 Landfill Compactor.

CARRIED UNANIMOUSLY

Moved by Stuart Watson

THAT Third and Final Reading be given for Third and Final Reading to Bylaw 3-07 to borrow \$382,000 by way of debenture for the purchase of an 816F2 Landfill Compactor.

CARRIED

Moved by Jerry Chomiak

THAT the Commission board adopt a Bylaw to authorize the request for a Ten (10) year term loan with Alberta Capital Finance Authority for the acquisition of a 816F2 Landfill Compactor for \$381,548.00. The Commission shall levy and raise in each year user fees sufficient to pay the indebtedness.

CARRIED

**8. CORRESPONDENCE FOR ACTION**

**8.1 Paint Program**

**Resolution #122-07**

Moved by Kelly Drover

THAT the letter presented by Manager Pat Sliworsky be accepted as information.

Manager Pat Sliworsky is planning to attend the conference in Grande Prairie, Alberta on November 23, 2007 and requests that anyone interested join him.

CARRIED

**9. NOTICE OF MOTION**

There were no notices of motion.

**10. NEXT MEETING DATE**

**Resolution #123-07**  
Moved by Kelly Drover  
THAT the next meeting will be held on January 12<sup>th</sup>, 2008 10:00am  
Olivier Room, Stardust.

CARRIED

**11. IN CAMERA ITEMS**

There were no in camera items.

**12. ADJOURNMENT**

**Resolution #104-07**  
Moved by Kelly Drover  
THAT the meeting be adjourned at 13:02, November 03, 2007 in the  
Olivier Room, Stardust Motor Inn.

CARRIED