

# MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION

## AGENDA

APRIL 04, 2009

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MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**  
**Monthly Operating Reports for January and February 2009**

**Recommendation:**  
Reviewed by Manager and accept for information.

**Comments:**

**Date:** April 4, 2009  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:**

***Mackenzie Regional Waste Management Commission  
Class IIB Landfill***

**Monthly Operations Report and Summary**

**Month of January 2009**

**Reporting To:**

**Alberta Environmental and Protection  
Attention: Mr. George Neurohr  
10320 - 99th Street  
Grande Prairie, Alberta  
T8V 6J4**

**Phone: 780-538-5351**

Mackenzie Regional Waste Management Commission  
Monthly Operations Summary  
Month of January 2009

**1: Supervision and Operating Personnel**

<u>Landfill Manager</u>	<u>Pat Sliworsky</u>	<u>MRWMC</u>
<u>Scale Operations</u>	<u>Erica Deveaux</u>	<u>MRWMC</u>
<u>Landfill Operator</u>	<u>Neville Pomeroy</u>	<u>MRWMC</u>
<u>Equipment Operator</u>	<u>Hamid Achour</u>	<u>MRWMC</u>
<u>Administrative/Financial Assistant</u>	<u>Kathy Bancarz</u>	<u>MRWMC</u>

**2: Load Inspections**      Inspections are conducted on a random basis throughout the month

**3: Daily Activities**      Please find attached the Summary of Daily Activities and Information  
Daily journal filed at the landfill office;  
Scale cleaning  
Sorting and hauling recycled metals and white goods

**4: Operational Problems**  
Ravens  
Customers placing waste at incorrect locations  
Customers not covering & securing loads

**5: Public Complaints**

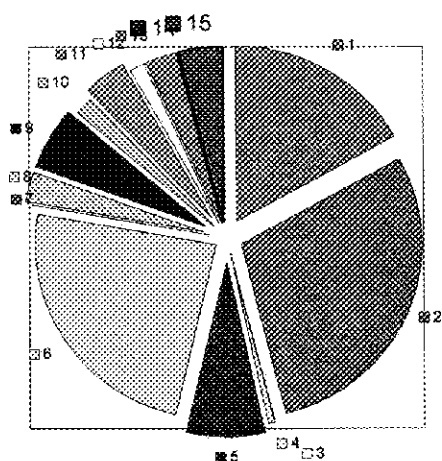
**6: Special Activities**      Litter fences moved to appropriate locations  
White goods being hauled off of the site  
Metal being sorted and hauled off of the site

**Mackenzie Regional Waste Management Commission**  
**Montly Reporting Summary**  
**Month January 2009**

Monitoring Parameters	Frequency	Method	Sampling Location	Reporting Method	Attachment of Action
Weight & type of waste received	Daily, per load	Landfill Weigh Scale	Landfill Entrance	Scale Record per load	Attached Waste Received Report
Weight & type of waste removed	Daily, per load	Landfill Weigh Scale	Landfill Entrance	Scale Record per load	Attachment #2 Load Summary
Hazardous waste detection	Daily, per load	Observation and load inspection	Landfill & Entrance and disposal storage sites	Operating Record	None observed this reporting
Location of waste deposited	Daily	Per survey record	Active portion of cell	Operating Record	cell #3B
Cover Thickness	Daily	Observation	Active portion of cell	Operating Record	None, using dirt as daily cover
Working Face Width	Daily	Observation	Active portion of cell	Operating Record	75ft working face, monitored
Leachate level monitoring	Per operation plan	Measurement	Leachate storage pond or cell	Operating Record	Annual reporting
Leachate analysis	Per operation plan	Grab Sample	Leachate storage pond or cell	Operating Record	none
Volume of leachate removed	As removed	Measurement	Leachate storage pond or cell	Operating Record	none
Surface Monitoring	Surface water monitoring plan	Observation	Active portion of cell	Operating Record	Daily
Intermediate cover	When cover applied	Observation	Completion of cell	Operating Record	none
Final cover	Cell Closure	Survey cores and test pits	Completion of cell	Survey Record	none
Groundwater monitoring	Per GWP as amended	Measurement and grab sample	Groundwater monitoring wells	Operating Record	Annual reporting

**Mackenzie Regional Landfill**

**Waste Received  
January 2009**

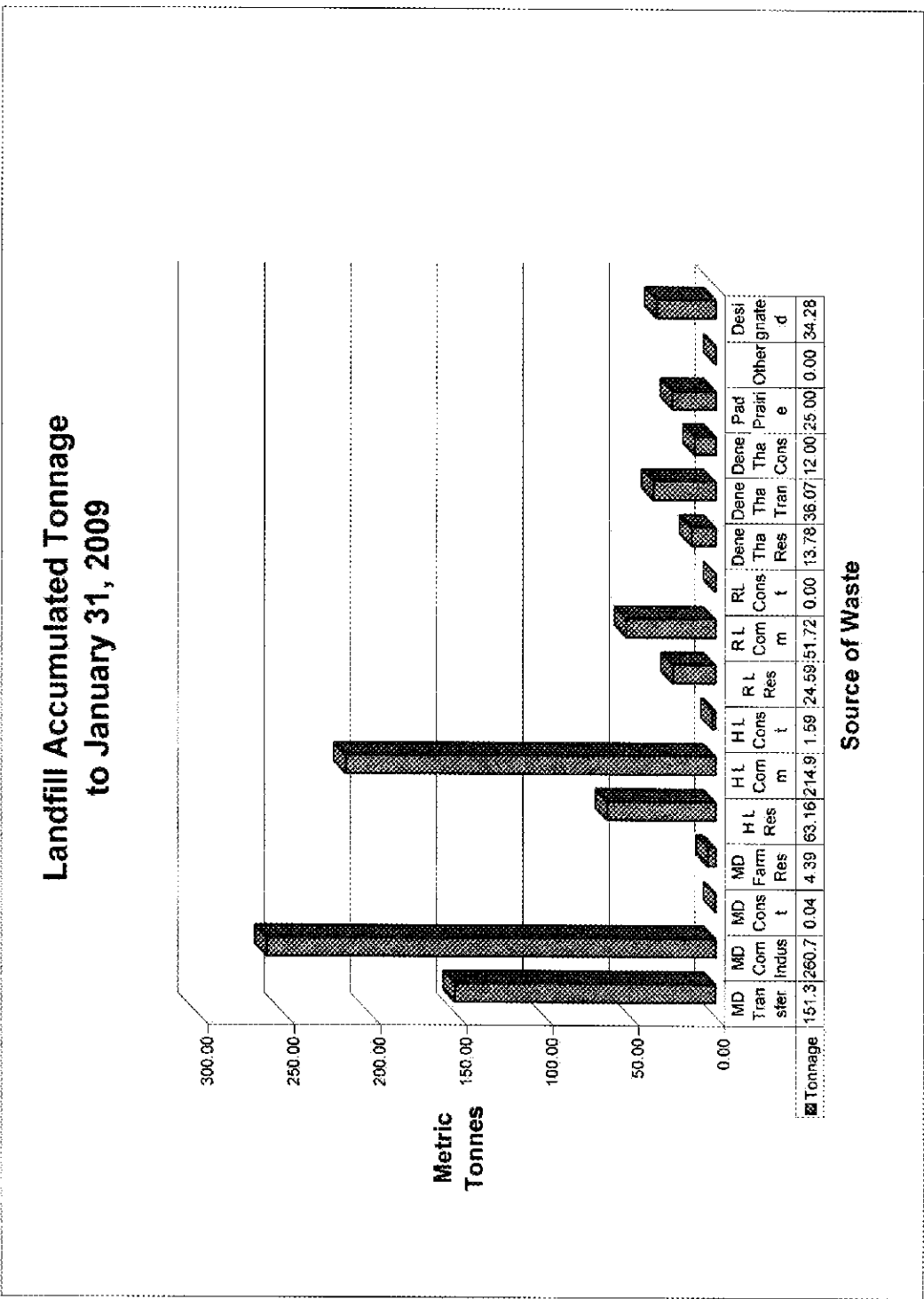


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<b>Waste Volume Legend</b>	<b>Metric Tonne</b>	<b>% of Total</b>	<b>Legend</b>
MD #23 Transfer Stations	151.33	17%	1
MD #23 Commercial - Industrial	260.79	29%	2
MD #23 Construction - Demolition	0.04	0%	3
MD #23 Farm Residential	4.39	0%	4
H L Residential	83.16	7%	5
H L Commercial-Industrial	214.91	24%	6
H L Construction-Demolition	1.59	0%	7
R L Residential	24.59	3%	8
R L Commercial-Industrial	51.72	6%	9
Dene Tha Residential	13.78	2%	10
Dene Tha Transfer	36.07	4%	11
Dene Tha Const./Demo.	12.00	1%	12
Paddle Transfer	25.00	3%	13
Non-Members	0.00	0%	14
Products to Designated Areas	34.28	4%	15
<b>Total</b>	<b>893.65</b>	<b>100%</b>	

**Items not included in chart**

Soil with Hydrocarbons	32.55
DIRT	0.00



**Mackenzie Regional Waste Management Commission  
Summary of Waste Received in 2009 - Sorted by Area - per Metric Tonne**

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Mackenzie County													
Transfer Stations	151.33												151.33
Commercial - Industrial	260.79												260.79
Construction - Demolition	0.04												0.04
Farm Residential	4.39												4.39
<b>Total Mackenzie County</b>	<b>416.55</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>416.55</b>
<b>Town of High Level</b>													
Residential	65.16												65.16
Commercial - Industrial	214.91												214.91
Construction - Demolition	1.39												1.39
<b>Total High Level</b>	<b>279.69</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>279.66</b>
<b>Town of Rainbow Lake</b>													
Residential	24.69												24.69
Commercial - Industrial	51.72												51.72
Construction - Demolition	0.00												0.00
<b>Total Rainbow Lake</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>76.31</b>
<b>Dene Tha First Nations</b>													
Residential	13.76												13.76
Transfer Station	26.07												26.07
Construction - Demolition	12.00												12.00
<b>Total Peace Hills</b>	<b>41.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>41.83</b>
<b>Paddle Prairie Metis Settlement</b>													
Transfer Station	25.00												25.00
<b>Total Peace River</b>	<b>25.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25.00</b>
<b>Others</b>													
Non-members	0.00												0.00
<b>Total Others</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Waste Deposited in PIT</b>	<b>868.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>868.37</b>
<b>Products to Designated Area</b>													
E-waste, electronics	0.16												0.16
Liquid Surps	28.28												28.28
Wooden Burnable	1.16												1.16
Pesticide Containers	0.00												0.00
Batteries	1.67												1.67
Tires	0.99												0.99
White Goods/Asbestos metals	1.99												1.99
Household Hazardous Waste	0.36												0.36
Compost	0.01												0.01
Oil Filter/Oil Containers	0.00												0.00
Asbestos	0.00												0.00
Animal haulers responsible for	0.00												0.00
<b>Total to Designated Areas</b>	<b>34.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34.29</b>
<b>Products Diverted for Recycle</b>													
2009 Monthly Total by Weight	4.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.42
2008 Monthly Total by Weight	893.65	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	893.65
2007 Monthly Total by Weight	877.33	982.24	1077.4	1049.53	1802.21	1427.96	1311.93	1522.26	1322.21	2356.7	1174.06	835.79	15,730.64
2007 Monthly Total by Weight	1,030.12	976.76	1,196.46	1,272.70	1,907.66	1,749.95	1,424.49	1,326.82	1,326.82	1,548.26	1,340.10	863.97	16,143.91
<b>Soil with Hydrocarbons</b>	<b>32.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>32.66</b>
DIRT	0	0	0	0	0	0	0	0	0	0	0	0	0.00

***Mackenzie Regional Waste Management Commission  
Class IIB Landfill***

**Monthly Operations Report and Summary**

**Month of February 2009**

**Reporting To:**

**Alberta Environmental and Protection**

**Attention: Mr. George Neurohr**

10320 - 99th Street

Grande Prairie, Alberta

T8V 6J4

**Phone: 780-538-5351**

Mackenzie Regional Waste Management Commission  
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Month of February 2009

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**2: Load Inspections**      Inspections are conducted on a random basis throughout the month

**3: Daily Activities**      Please find attached the Summary of Daily Activities and Information  
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Scale cleaning  
Sorting and hauling recycled metals and white goods

**4: Operational Problems**  
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Customers placing waste at incorrect locations  
Customers not covering & securing loads

**5: Public Complaints**

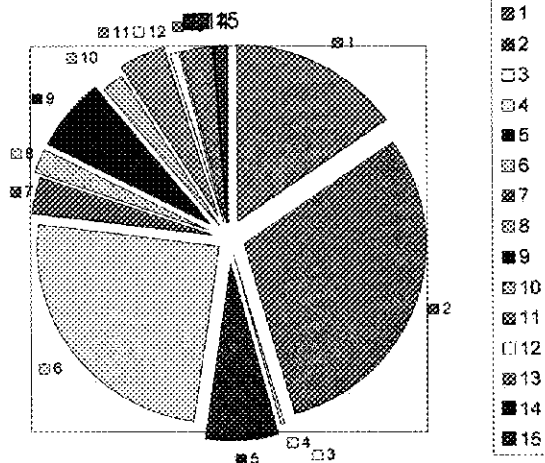
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White goods being hauled off of the site  
Metal being sorted and hauled off of the site

**Mackenzie Regional Waste Management Commission**  
**Monthly Reporting Summary**  
**Month February 2009**

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Working Face Width	Daily	Observation	Active portion of cell	Operating Record	75ft working face, monitored
Leachate level monitoring	Per operation plan	Measurement	Leachate storage pond or cell	Operating Record	Annual reporting
Leachate analysis	Per operation plan	Grab Sample	Leachate storage pond or cell	Operating Record	none
Volume of leachate removed	As removed	Measurement	Leachate storage pond or cell	Operating Record	none
Surface Monitoring	Surface water monitoring plan	Observation	Active portion of cell	Operating Record	Daily
Intermediate cover	When cover applied	Observation	Completion of cell	Operating Record	none
Final cover	Cell Closure	Survey cores and test pits	Completion of cell	Survey Record	none
Groundwater monitoring	Per GWP as amended	Measurement and grab sample	Groundwater monitoring wells	Operating Record	Annual reporting

**Mackenzie Regional Landfill**

**Waste Received  
February 2009**

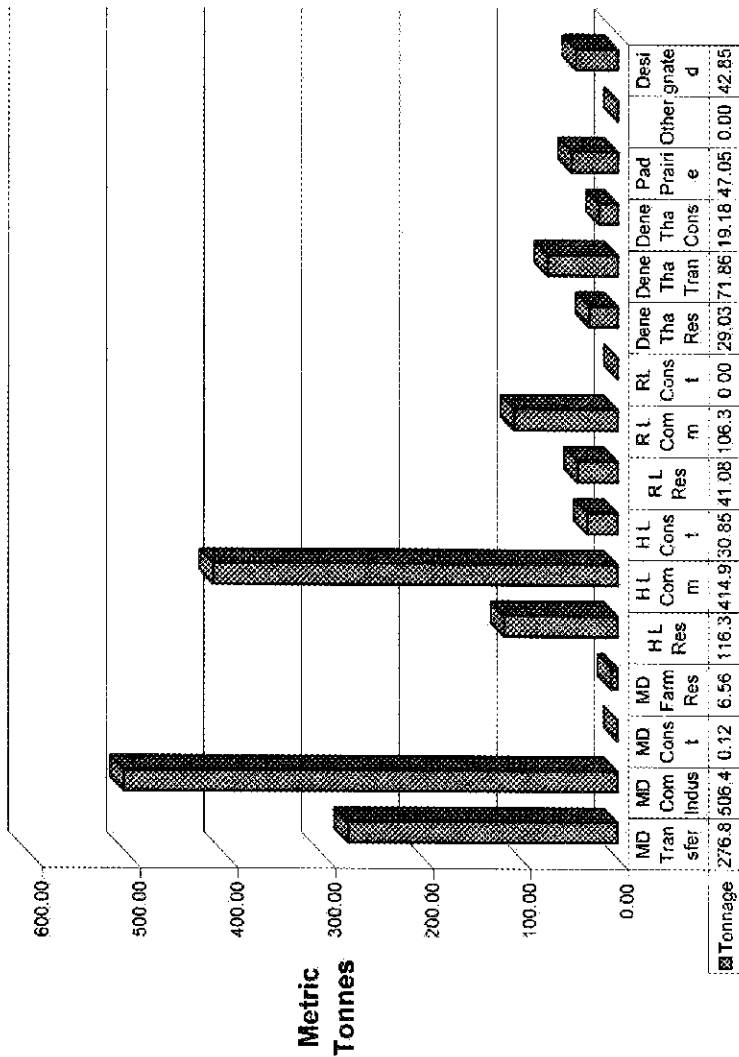


<b>Waste Volume Legend</b>	<b>Metric Tonne</b>	<b>% of Total</b>	<b>Legend</b>
MD #23 Transfer Stations	125.51	15%	1
MD #23 Commercial - Industrial	245.70	30%	2
MD #23 Construction - Demolition	0.08	0%	3
MD #23 Farm Residential	2.17	0%	4
H L Residential	53.15	7%	5
H L Commercial-Industrial	200.08	25%	6
H L Construction-Demolition	29.26	4%	7
R L Residential	16.49	2%	8
R L Commercial-Industrial	54.66	7%	9
Dene Tha Residential	15.25	2%	10
Dene Tha Transfer	35.79	4%	11
Dene Tha Const./Demo.	7.18	1%	12
Paddle Transfer	22.05	3%	13
Non-Members	0.00	0%	14
Products to Designated Areas	8.57	1%	15
<b>Total</b>	<b>815.94</b>	<b>100%</b>	

**Items not included in chart**

Soil with Hydrocarbons	32.43
DIRT	0.00

### Landfill Accumulated Tonnage to February 28, 2009



Source of Waste

**Mackenzie Regional Waste Management Commission  
Summary of Waste Received in 2009 - Sorted by Area - per Metric Tonne**

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Mackenzie County													205.80
Transfer Stations	197.38	185.61											382.99
Commercial - Industrial	260.74	245.70											506.44
Construction - Demolition	0.04	0.08											0.12
Farm Residues	4.39	2.17											6.56
<b>Total Mackenzie County</b>	<b>418.55</b>	<b>373.46</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>796.01</b>
Town of High Level													
Residential	83.16	83.15											166.31
Commercial - Industrial	214.01	200.06											414.07
Construction - Demolition	1.59	29.26											30.85
<b>Total High Level</b>	<b>278.66</b>	<b>282.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>561.15</b>
Town of Rainbow Lake													
Residential	54.86	16.46											71.32
Commercial - Industrial	51.72	54.66											106.38
Construction - Demolition	0.00	0.00											0.00
<b>Total Rainbow Lake</b>	<b>106.58</b>	<b>71.12</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>177.70</b>
Dene Tha First Nations													
Residential	11.79	15.95											27.74
Transfer Station	56.07	35.79											91.86
Construction - Demolition	13.00	7.18											20.18
<b>Total Dene Tha</b>	<b>80.86</b>	<b>58.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>139.78</b>
People Prairie Metis Settlement													
Transfer Station	25.00	22.06											47.06
<b>Total Prairie</b>	<b>25.00</b>	<b>22.06</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>47.06</b>
Other													
Waste Watchers	0.00	0.00											0.00
<b>Total Others</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Waste Deposited in Pit</b>	<b>859.37</b>	<b>867.37</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,686.74</b>
Products to Designated Area													
Flammable Liquids	0.16	0.81											0.97
Flammable Solids	28.28	1.24											29.52
Liquid Sludge	1.18	4.79											5.97
Wooden Barricade	0.00	0.00											0.00
Pesticide Containers	1.67	0.32											1.99
Batteries	0.58	0.37											1.09
White Goods/Appliances	1.68	1.55											3.23
Household Hazardous Waste	0.36	0.00											0.36
Compost	0.01	0.01											0.02
Oil/Fuel/Oil Containers	0.00	0.00											0.00
Asbestos	0.00	0.00											0.00
Flammable Liquids (responsible for)	0.00	0.00											0.00
<b>Total to Designated Areas</b>	<b>34.24</b>	<b>8.87</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>43.11</b>
Products Diverted for Recycle													
2008 Monthly Total by Weight	389.66	815.94											1,205.60
2008 Monthly Total by Weight	677.33	682.24	1,077.4	1,043.53	1,862.21	1,427.65	1,317.98	1,522.26	1,322.21	2,956.71	1,174.08	868.75	16,758.54
2007 Monthly Total by Weight	1,040.12	978.76	1,785.46	1,217.70	1,967.65	1,746.65	1,434.48	1,470.43	1,326.92	1,549.35	1,340.10	823.97	15,162.81
Soil with Hydrocarbons	37.65	32.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	64.98
LERT	0	0	0	0	0	0	0	0	0	0	0	0	0.00

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**  
**Financial Report**

**Recommendation:**

Adoption of the Financial Report.

**Comments:**

**Date:** April 4, 2009

**Submitted By:** Pat Sliworsky, Manager

**Reviewed By:** Kathy Bancarz, Administrative/Financial Assistant

**Mackenzie Regional Waste Management Commission  
Comparative Balance Sheet  
February 28, 2009**

	28-Feb-09	29-Feb-08
<b>Assets</b>		
<b>Current Assets</b>		
Chequing Account	162,022.74	484,630.96
Petty Cash	100.00	100.00
Undeposited Funds	275.87	0.25
Safety Program Funds	641.37	0.00
<b>Total Cash</b>	<b>163,039.98</b>	<b>484,731.21</b>
Accounts Receivable	83,914.84	71,272.30
Allowance For Doubtful Accounts	(641.02)	(850.00)
GST Rebate	0.00	3,860.72
<b>Total Receivables</b>	<b>83,273.82</b>	<b>74,283.02</b>
Prepaid Insurance	1,014.89	0.00
Prepaid Land Lease	291.05	0.00
Prepaid Membership Fees	323.41	104.98
Prepaid Conference Fees	0.00	0.00
Prepaid Legal Fees	0.00	112.50
Prepaid Telephone	94.70	92.70
Prepaid Advertising	771.04	0.00
Prepaid Rental Fees	161.65	0.00
<b>Total Prepaid Assets</b>	<b>2,656.74</b>	<b>310.18</b>
Short Term Investments	406,831.23	0.00
<b>Total Current Assets</b>	<b>655,801.77</b>	<b>559,324.41</b>
<b>Long Term Investments</b>		
Term Deposit Investments	496,178.37	490,205.47
<b>Total Long Term Investments</b>	<b>496,178.37</b>	<b>490,205.47</b>
<b>Capital Assets</b>		
Building Assets	259,405.49	196,739.00
Accumulated Amortization	(131,697.83)	(122,702.03)
<b>Net - Building Assets</b>	<b>127,707.66</b>	<b>74,036.97</b>
Engineering Structures	2,236,671.28	2,211,902.28
Accumulated Amortization	(1,451,030.81)	(1,381,095.20)
<b>Net - Engineering Structures</b>	<b>785,640.47</b>	<b>830,807.08</b>
Furniture and Equipment	73,619.96	70,724.20
Accumulated Amortization	(53,403.11)	(51,229.12)
<b>Net - Furniture and Equipment</b>	<b>20,216.85</b>	<b>19,495.08</b>
Machinery and Equipment	635,667.83	594,329.76
Accumulated Amortization	(80,988.17)	(16,909.79)
<b>Net - Machinery and Equipment</b>	<b>554,679.66</b>	<b>577,419.97</b>
<b>Total Capital Assets</b>	<b>1,488,244.64</b>	<b>1,501,759.10</b>
<b>TOTAL ASSETS</b>	<b>2,640,224.78</b>	<b>2,551,288.98</b>

<b>LIABILITIES</b>	<b>28-Feb-09</b>	<b>29-Feb-08</b>
<b>Current Liabilities</b>		
Accounts Payable	14,400.91	31,778.62
Accounts Payable - Other	0.00	279.31
Credit Card Payable	973.62	1,459.95
Statedated Cheques	603.13	(53.50)
Current Portion of Long Term Debt	32,434.38	31,025.00
Accrued Interest on Long Term Debt	0.00	48.64
Accrued Audit Fees	0.00	0.00
Accrued Bin Rental	0.00	1,800.00
Accrued Equipment Repair Expense	0.00	0.00
Accrued Surface Water Testing	0.00	0.00
Accrued Payroll	6,829.49	6,328.01
Accrued Utilities	412.79	310.00
EI Payable	(0.04)	800.50
CPP Payable	0.16	1,775.46
Income Tax Payable	0.00	3,439.48
AD&D	1.00	(3.09)
Dependent Life	8.00	0.00
Dental	0.00	0.00
Extended Health	0.00	0.00
Group Life	0.00	(33.20)
Long Term Disability	0.00	(77.27)
Short Term Disability	0.00	(36.28)
LAPP (ER) Payable	0.00	0.00
LAPP (EE) Payable	0.00	0.00
Workers Compensation Payable	0.00	0.00
Vacation Pay Payable	0.00	0.00
GST Charged on Sales	4,118.43	7,182.38
GST Paid on Purchases	(1,977.98)	(21,432.57)
GST Adjustments	0.00	0.00
ITC Adjustments	0.00	0.00
<b>Total Current Liabilities</b>	<b><u>57,803.89</u></b>	<b><u>64,589.44</u></b>
<b>Long Term Liabilities</b>		
Debenture Payable	318,541.00	350,975.00
Deferred Contributions - Cap. Asset	60,524.74	67,975.03
Landfill Reclamation	1,725,817.75	1,620,967.16
<b>Total Long Term Liabilities</b>	<b><u>2,104,883.49</u></b>	<b><u>2,039,917.19</u></b>
<b>TOTAL LIABILITIES</b>	<b><u>2,162,687.38</u></b>	<b><u>2,104,506.63</u></b>
<b>EQUITY</b>		
<b>Equity</b>		
Equity in Capital Assets	1,100,548.76	697,369.76
General Landfill Reserve	283,909.12	230,909.12
<b>Total Equity</b>	<b><u>1,384,457.88</u></b>	<b><u>928,278.88</u></b>
<b>Retained Earnings</b>		
Retained Earnings - Previous Year	(882,826.30)	(481,476.76)
Current Earnings	(24,094.18)	(19.77)
<b>Total Retained Earnings</b>	<b><u>(906,920.48)</u></b>	<b><u>(481,496.53)</u></b>
<b>TOTAL EQUITY</b>	<b><u>477,537.40</u></b>	<b><u>446,782.35</u></b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b><u>2,640,224.78</u></b>	<b><u>2,551,288.98</u></b>

**Mackenzie Regional Waste Management Commission**  
**Income Statement**  
**For The Two Months Ended February 28, 2009**

REVENUE	BUDGET 2009	ACTUAL 28-Feb-09	ACTUAL 29-Feb-08
<b>Tipping Fees</b>			
County Transfer Stations	133,610.00	13,634.45	12,401.74
County Commercial/Industrial	173,533.36	24,949.77	28,251.34
County Construction/Demolition	22,759.41	5.00	0.00
County Farm Residential	7,158.98	465.81	603.61
<b>Total County Revenue</b>	<b>337,061.75</b>	<b>39,055.03</b>	<b>41,256.69</b>
High Level Residential	66,551.85	6,592.99	8,180.38
High Level Commercial/Industrial	178,617.27	21,541.24	26,217.26
High Level Construction/Demolition	19,523.36	1,471.76	168.55
<b>Total High Level Revenue</b>	<b>264,692.48</b>	<b>29,605.99</b>	<b>34,564.19</b>
Rainbow Lake Residential	17,536.28	2,023.19	2,337.42
Rainbow Lake Commercial/Industrial	44,473.41	5,239.25	6,210.06
<b>Total Rainbow Lake Revenue</b>	<b>62,009.69</b>	<b>7,262.44</b>	<b>8,547.48</b>
Dene Tha Residential	24,901.67	3,640.20	3,455.10
Dene Tha Construction/Demolition	20,991.67	2,397.50	1,827.50
Dene Tha Transfer Station	69,645.00	8,982.75	11,128.00
<b>Total Dene Tha Revenue</b>	<b>115,538.34</b>	<b>15,020.45</b>	<b>16,410.60</b>
Paddle Prairie Transfer Station	4,377.67	5,881.25	4,372.50
Non Members	1,618.33	279.31	0.00
Contaminated Soil	3,012.24	519.84	0.00
<b>Total Tipping Fees</b>	<b>854,819.50</b>	<b>97,624.31</b>	<b>105,151.46</b>
<b>Other Revenue</b>			
Return on Long-term Investments	12,000.00	1,347.59	2,018.77
Interest Earned	5,000.00	475.15	4,378.18
Extra Work Charges	5,000.00	70.00	50.00
Batteries	0.00	0.00	0.00
Expense Reimbursements	0.00	0.00	1,944.93
WCB Dividends	0.00	0.00	0.00
AAMDC Dividends	0.00	50.13	0.00
Deferred Capital Contributions	0.00	1,241.72	1,241.72
E-Waste	0.00	1,549.90	0.00
Paint / HH Waste Recycling	0.00	0.00	0.00
Metal Recycling	0.00	0.00	0.00
<b>Total Other Revenue</b>	<b>22,000.00</b>	<b>4,734.49</b>	<b>9,633.60</b>
<b>TOTAL REVENUE</b>	<b>876,819.50</b>	<b>102,358.80</b>	<b>114,785.06</b>
<b>EXPENSES</b>			
<b>Operating Expenses</b>			
Accounting Fees	500.00	0.00	75.00
Administration & Service Fees	140.00	0.00	0.00
Advertising	500.00	44.20	42.00
Auditing Fees	14,000.00	0.00	-12,200.00
Finning Maintenance / Labour	5,000.00	960.00	1,418.50
Flat Repairs	350.00	85.00	0.00
Oil Sampling	50.00	0.00	0.00
Steam Cleaning / Vehicle Wash	2,000.00	13.49	24.00
Vehicle Oil Changes	550.00	0.00	66.42
Welding Maintenance	15,000.00	125.00	566.82
Parts and Materials	6,000.00	1,380.39	2,843.61

	Budget	28-Feb-09	29-Feb-08
Other Labour	1,200.00	140.00	0.00
Deisel (Dyed)	35,000.00	4,317.69	4,015.89
Gas	4,500.00	483.19	670.01
Oil, Grease & Anti-freeze	3,850.00	229.46	428.46
Building & Content Insurance	762.60	165.70	0.00
Equipment Insurance	571.56	93.84	0.00
Vehicle Insurance	350.00	35.62	48.64
General Liability Insurance	1,459.44	88.36	0.00
Contributed to Landfill Closure	110,474.67	18,412.44	17,287.62
Dry Cleaning	375.00	28.25	121.25
Land Lease Agreement	750.00	116.42	0.00
Legal Fees	3,000.00	102.22	22.50
Membership / Conf. Fees	3,000.00	303.42	20.02
Postage & Freight	2,100.00	206.31	458.50
Rental Fees	400.00	63.34	0.00
Subscriptions & Publications	0.00	0.00	0.00
Survey for Annual Report	6,200.00	5,920.00	6,174.93
Coffee/Drinking Water Supplies	1,200.00	124.89	208.50
Janitorial Supplies	1,200.00	121.95	79.84
Office Supplies	4,000.00	929.65	932.59
Shop Supplies	2,000.00	52.46	287.20
Telephone & Communications	6,420.00	771.24	682.51
Tools Expense	300.00	171.32	192.93
Training and Education	1,000.00	0.00	0.00
Travel & Subsistance	11,000.00	543.09	1,132.52
Electrical	3,300.00	527.13	619.49
Heat	14,540.00	3,443.16	3,242.86
Water Tank Fills	1,500.00	253.00	211.50
Vehicle Lease	5,052.24	842.04	842.04
<b>Total Operating Expenses</b>	<b>269,595.51</b>	<b>80,966.27</b>	<b>70,023.15</b>
<b>Payroll Expenses</b>			
Wages and Salaries	294,007.24	44,032.89	41,372.69
Commission Members Per Diem	8,550.00	950.00	950.00
EI Expense	5,175.20	957.74	961.76
CPP Expense	14,553.36	1,824.21	1,832.32
WCB Expense	4,557.11	793.13	-1,033.78
Employee Benefits	17,508.00	2,824.40	2,570.69
Pension Expense	22,398.06	3,544.99	967.06
Alberta Health Care	0.00	0.00	528.00
Vacation Pay Expense	350.00	0.00	0.00
<b>Total Payroll Expenses</b>	<b>367,098.97</b>	<b>54,927.36</b>	<b>48,148.74</b>
<b>Site Maintenance and Repair</b>			
Building Repair	1,000.00	515.74	3,262.09
Ground Water	6,740.00	0.00	0.00
Leachate	16,000.00	0.00	0.00
Landfill Contract	0.00	0.00	0.00
Bin Rental	3,600.00	0.00	1,800.00
Recycling Expenses	13,800.00	3,509.50	618.80
Roads	8,000.00	0.00	0.00
Surface Water	250.00	0.00	0.00
Site Clean up	2,050.00	0.00	0.00
New Signs at the Landfill Entrance	500.00	358.00	0.00
<b>Total Site Maintenance and Repair</b>	<b>51,940.00</b>	<b>4,393.34</b>	<b>5,680.89</b>

	Budget 2009	28-Feb-09	29-Feb-08
<b>Other Expenses</b>			
Amortization/Depreciation	0.00	25,043.79	31,025.77
Bank & Collection Charges	0.00	4.07	83.54
Bank Reconciliation Adjustments	0.00	0.00	0.00
Interest Expense	15,407.34	0.15	-705.26
Uncollectible Accounts	500.00	0.00	0.00
Waste Hauling Study	0.00	0.00	0.00
Promotion	2,700.00	990.00	55.00
Safety Awards	0.00	0.00	0.00
Cleanup Rural Dump Sites	0.00	0.00	0.00
Soil Testing (Hydrocarbons)	0.00	0.00	0.00
<b>Total Other Expenses</b>	<b>18,607.34</b>	<b>26,038.01</b>	<b>30,459.05</b>
<b>TOTAL EXPENSE</b>	<b>707,241.82</b>	<b>166,324.98</b>	<b>154,311.83</b>
<b>NET INCOME</b>	<b>169,577.68</b>	<b>(63,966.18)</b>	<b>(39,526.77)</b>
<b>Capital Expenditures</b>			
Electric Perimeter Fence	0.00	0.00	0.00
Track Loader / Backhoe	19,746.00	0.00	0.00
816-F2 Compactor (over 10 years)	32,434.06	0.00	0.00
Office Expansion	0.00	0.00	0.00
Litter Fences	0.00	0.00	0.00
Waste Hauling Study	30,000.00	0.00	0.00
Master Plan Review (due in 2010)	3,000.00	0.00	0.00
Future Excavation of Cell 5 (over 10 yrs)	30,000.00	0.00	0.00
Office Furniture	0.00	0.00	0.00
Reclaim Monitoring Well/Cover	9,000.00	0.00	0.00
Heat Blankets for Propane Tanks	0.00	0.00	0.00
New Motor for 963 Track Loader	0.00	0.00	0.00
Deck by Office	3,300.00	0.00	0.00
Shop Insulation and Doors	25,500.00	0.00	0.00
Replace track links on 963	13,200.00	0.00	0.00
Landfill Audit (Due in 2010)	3,250.00	0.00	0.00
<b>Total Capital Expenditures</b>	<b>169,430.06</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income - Capital Expenditures</b>	<b>147.62</b>	<b>(63,966.18)</b>	<b>-39,526.77</b>

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**  
**Minutes of February 7, 2009**

**Recommendation:**

Adoption of the minutes.

**Comments:**

**Date:** April 4, 2009

**Submitted By:** Pat Sliworsky, Manager

**Reviewed By:**



## Mackenzie Regional Waste Management Commission

Regular Board Meeting  
Stardust, Olivier Room  
10:00 a.m.  
February 07, 2009

### MINUTES

In Attendance	Stuart Watson Jerry Chomiak Peter Braun Rose Cretney John Klassen	Chair, Mackenzie County Vice Chair, Town of High Level Mackenzie County Town of Rainbow Lake Director of Operations - South Mackenzie County
Staff:	Pat Sliworsky Kathy Bancarz	Manager Administrative/Financial Assistant
Delegates:	Daniel Ringrose Richard Donaldson	Daniel M. Ringrose Chartered Accountant
Regrets:	Carrie Demkiw Kelly Drover	Town of High Level Town of Rainbow Lake

#### 1. CALL TO ORDER

Chairman Stuart Watson called the meeting to order at 10:00 a.m.

#### 2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

There were none.

#### 3. ADOPTION OF AGENDA

##### Resolution #01-09

Moved by Peter Braun  
THAT the agenda for the February 07, 2009 board meeting be adopted as presented.

CARRIED

#### 4. DELEGATIONS

##### 4.1 Daniel Ringrose Richard Donaldson

##### Resolution #02-09

Moved by Peter Braun  
THAT the Board go in-camera at 10:10 a.m.

CARRIED

**Resolution #03-09**

Moved by Rose Cretney

THAT the Board come out of camera at 10:30 a.m.

CARRIED

The Auditors presented the Audit Service Plan, the Audit Findings and the Draft Financial Statements.

**Resolution #04-09**

Moved by Jerry Chomiak

THAT the following items be added to the agenda:

8.3 The Draft Financial Statements

8.4 The Northern Travel Benefit

CARRIED

**Resolution #05-09**

Moved by Peter Braun

THAT the Auditor's presentation be accepted for information.

CARRIED

**5. REPORTS****5.1 Manager's Report**

In addition to reviewing the monthly reports, Manager Pat Sliworsky also handed out copies of the 2008 Annual Report and the 2008 Groundwater Report.

**Resolution #06-09**

Moved by Rose Cretney

THAT the Manager's Report be accepted for information.

CARRIED

**5.2 Financial Report as of  
December 31, 2008****Resolution #07-09**

Moved by Jerry Chomiak

THAT the Financial Report be accepted for information.

CARRIED

**6. ADOPTION OF MINUTES****6.1 Regular Meeting of  
November 29, 2008****Resolution #08-09**

Moved by Peter Braun

THAT the minutes of the November 29, 2008 Mackenzie Regional Waste Management Commission meeting be adopted as presented.

CARRIED

**7. BUSINESS ARISING FROM THE MINUTES**

There was none.

**8. NEW BUSINESS**

**8.1 Direction Regarding  
Waste Hauling**

**Resolution #09-09**

Moved by Peter Braun

THAT the direction regarding waste hauling be tabled to next meeting and it was requested that Administration summarize past findings and attach to next agenda package before the meeting.

CARRIED

**8.2 Uncollectible Accounts**

**Resolution #10-09**

Moved by Rose Cretney

THAT the Board approve the 2008 uncollectible accounts write-off for the amount of \$220.43 and send Emroc Drywall to collections if Administration is unable to collect after one final attempt.

CARRIED

**8.3 Draft Financial  
Statements**

**Resolution #11-09**

Moved by Jerry Chomiak

THAT the Board approve the draft financial statements as presented by the Auditor.

CARRIED

**8.4 Northern Travel  
Benefit**

**Resolution #12-09**

Moved by Peter Braun

THAT Administration bring more information to the next meeting.

CARRIED

**9. CORRESPONDENCE**

**9.1 Peace Country  
Proposal**

**Resolution #13-09**

Moved by Jerry Chomiak

THAT the items of correspondence be accepted for information.

**9.2 Composting Council of  
Canada**

CARRIED

**10. NOTICE OF MOTION**

There were none.

**11. NEXT MEETING DATE**

**Resolution #14-09**

Moved by Rose Cretney

THAT the next meeting be held April 04, 2009 at 10:00 a.m. at Stardust Motor Inn, Olivier Room.

CARRIED

**12. IN-CAMERA ITEMS**

There were none.

**13. ADJOURNMENT**

**Resolution #15-09**

Moved by Peter Braun

THAT the meeting be adjourned at 11:57 a.m.

CARRIED

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Manager

**MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION**

Item # \_\_\_\_\_

**Issue:**  
**Change to the Human Resource Policy 47-06**

**Recommendation:**  
**THAT the Commission accept the change to the Human Resource Policy and retro it to the beginning of 2009, as recommended by the Manager.**

**Manager Comments:**  
1) Change to the 5.7 Travel Benefit Allowance as attached.

**Date:** April 4, 2009

**Submitted By:** Pat Sliworsky, Manager

**Reviewed By:**

## **BACKGROUND**

### **Overview:**

This is a benefit available for workers 'Living in a Prescribed Zone'.

### **Legislation and Policy:**

Revenue Canada

Re: Travel assistance benefits paid in a prescribed zone

<http://www.cra-arc.gc.ca/tax/business/topics/payroll/benefits/housing/travel/menu-e.html>

### **Financial:**

While this change will enable the employee to recover more tax money at the end of the year, it is at no extra cost to the Commission.

### **Plans:**

To do an adjustment to the payroll for 2009 to show that 10% of each employee's gross pay will now be designated as 'Travel Benefit Allowance'.

### **Comments:**

From Richard Donaldson our auditor to the Manager: Talked to Dan about the 10% idea. He seems to think as a bylaw for 2009 it would work. You may want an upper limit number, although an upper limit would probably only apply to you.

### **Alternatives:**

1. To accept the change to the policy as presented.
2. To leave this policy as is.

### **Recommended Alternative:**

#1

### **5.7 Travel Benefit Allowance**

Employees will receive a travel benefit allowance to enable two personal trips out of town per year, pursuant to the following:

1. The Income Tax Act allows employers to provide a cash benefit to enable staff to take two trips out of town and have the costs tax deductible in accordance with allowances for 'Living in a Prescribed Zone'.
2. The benefit is set at 10% of the total gross.
3. The benefit is payable to all regular full-time and regular part-time staff (as described by section 3.9 of the Human Resources Policy #47-06), and will be pro-rated for any staff employed less than a full calendar year.
4. The benefit is payable monthly throughout the year.
5. Receipts must be kept for the employees trips and submitted with the year end personal tax return. The claim will be for:
  - Up to the costs incurred for up to two trips out of High Level, or
  - The amount of the benefit, or
  - The cost of up to two air trips to the nearest designated centre, which for us is Edmonton. (Whichever of the three is less.)
6. This benefit is subject to change by Revenue Canada in any year.

**MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION**

Item # \_\_\_\_\_

**Issue:**

**Name change to Policy No. 29-05, 30-05, and 32-05.**

**Recommendation:**

THAT the Board accept the name change from 'Authority' to 'Commission' for each Policy as presented.

**Manager Comments:**

**Date:** April 4, 2009

**Submitted By:** Pat Sliworsky, Manager

**Reviewed By:**

**Mackenzie Regional Waste  
Management Authority  
Policy**

**TITLE:** Special Waste, Asbestos  
**POLICY NO:** 29-05  
**RESCINDS:** N/A

**Policy Objective:** To ensure that any waste materials that may have long term impact on the Authority and its facilities, are subject to environmental, engineering and regulatory due diligence before they are accepted for handling and disposal.

**Policy Statement:**

The Landfill will accept Asbestos following governing regulations in force by the Environmental Protection and Enhancement Act.

**Background:**

The Mackenzie Regional Landfill will accept asbestos as per the following requirements.

1. Requests for disposal of asbestos must be made at least 48 hours in advance of the delivery date.
2. The landfill manager, landfill contractor and the local Health Unit will be advised of its disposal
3. The asbestos being delivered to the site must be double bagged. These bags must be Alberta Environment approved bags and marked "Hazardous Material"
4. The waste generator will be required to pay the regular tonnage fee and all other associated costs to bury the material in a separate trench. A minimum charge of \$100 will be assessed.
5. The landfill contractor will be required to bury the asbestos in a separate trench away from the present working face. The asbestos will be covered immediately after disposal.

**Responsibilities and Authorities:**

The waste hauler must inform the scale operator they are hauling asbestos. The waste hauler will be required to follow all directions and pay for all associated disposing costs. The landfill operator will inspect the load for compliance and dispose of it as per Alberta Environment regulations.

	<b>DATE</b>	<b>RESOLUTION NO.</b>
Approved	October 22, 2005	67-05
Amended		
Amended		

**Mackenzie Regional  
Waste Management Commission  
Policy**

**TITLE:** Special Waste, Clean Fill  
**POLICY NO:** 30-05  
**RESCINDS:** N/A

**Policy Objective:** To ensure that any waste that may have long term impact on the Authority and its facilities, are subject to environmental, engineering and regulatory due diligence before they are accepted for handling and disposal.

**Policy Statement:**

The Mackenzie Regional Landfill will accept Clean Fill subjected to Federal, Provincial and Municipal governing regulations in force by the Environmental Protection and Enhancement Act. The hauler of Clean Fill will be required to place the soil in a designated area. The Mackenzie Regional Landfill will accept soil free of contaminants, contaminants being hydrocarbon contaminated soil, or soil with foreign matter. Any costs associated with treating contaminated soil or removing debris will be the waste haulers responsibility.

**Background:**

The Mackenzie Regional Landfill will accept Clean Fill as per current fee schedule.

**Responsibilities and Authorities:**

The waste hauler must inform the scale operator they are hauling Clean Fill. The waste hauler will be required to dispose of the material in the designated area. The Landfill operator will inspect the load for any contaminants.

	DATE	RESOLUTION NO.
Adopted	October 22, 2005	67-05

## Mackenzie Regional Waste Management Authority Policy

**TITLE:** Special Waste, Metals  
**POLICY NO:** 32-05  
**RESCINDS:** N/A

**Policy Objective:** To ensure that any waste that may have long term impact on the Authority and its facilities, are subject to environmental, engineering and regulatory due diligence before they are accepted for handling and disposal.

**Policy Statement:**

The Mackenzie Regional Landfill will accept Metals subjected to Federal, Provincial and Municipal governing regulations in force by the Environmental Protection and Enhancement Act. The hauler of Metal will be required to place the metal in a designated area. Any costs associated with sorting the metal from contaminants will be charged to the hauler.

**Background:**

The Mackenzie Regional Landfill will accept Metal as per current fee schedule.

**Responsibilities and Authorities:**

The waste hauler must inform the scale operator they are hauling metal. The waste hauler will be required to dispose of the material in the designated area. The Landfill operator will inspect the load for any contaminants.

The Mackenzie Regional landfill will encourage waste generators to divert their Metal to Metal recyclers.

	DATE:	RES. NO.
Approved	October 22, 2005	67-05
Amended		

**MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION**

Item # \_\_\_\_\_

**Issue:**  
Name change to Policy No. 50-06.

**Recommendation:**  
THAT the Board accept the name change from 'contracted financial service' to 'Administrative/Financial Assistant' for policy 50-06 as presented.

**Manager Comments:**  
The financial services are not contracted anymore.

**Date:** April 4, 2009  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:**

## MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION POLICY

	Policy No.: <b>50-06</b>
<b>Facility:</b> Mackenzie Regional Landfill	Effective Date: January 20, 2007
<b>Policy Title: COLLECTION OF UNPAID ACCOUNTS</b>	Page 1 of 1

### PURPOSE:

To provide for the timely and orderly collection of unpaid accounts at the Mackenzie Regional Landfill.

### POLICY:

1. Payment on account is 30 days from the date of the invoice.
2. The Manager shall maintain a list of accounts unpaid after 90 days at the Landfill site, and deny access until the account is paid in full.
3. The collection procedures shall include:
  - Monthly statements
  - Phone calls requesting payment
  - Referral to Collection Agency
4. Uncollectible accounts shall be referred to the Commission annually for writing off.

### RESPONSIBILITIES:

1. The contracted financial service is responsible for creating the list of unpaid accounts and forwarding it to the Manager on a monthly basis, or as requested.
2. The Manager is responsible for the collection of unpaid accounts, and any referrals to a collection agency.
3. The Board will be responsible to review the policy.

	DATE	RESOLUTION
Approved	January 20, 2007	11-07
Amended		
Amended		

**MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION**

Item # \_\_\_\_\_

**Issue:**  
**Change in rate for #07-01 Call out Directive**

**Recommendation:**  
THAT the Commission adopt the Call Out Directive #07-01 as amended to set the landfill call out rate.

**Comments:**  
There needs to be a \$5.00 increase to the rate to use for Call Outs as outlined in the Hours of Operation Policy in order to recover costs.

**Date:** April 4, 2009

**Submitted By:** Pat Sliworsky

**Reviewed By:**

## Mackenzie Regional Waste Management Commission Administrative Directive #07-01

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Title:	<b>Call Out Fee</b>
Authority:	Manager
Policy Related to:	Hours of Operation Policy
Old Procedure No.:	none
Approved:	January 20, 2007

**Purpose:**

To provide an amount to charge for a Call out as per the policy. The Commission needs to recover the costs of having an operator open the Mackenzie Regional Landfill for access to the site when the site is closed as per Hours of Operation Policy section 3.

**Directive:**

1. The Commission will charge Call outs at a rate of \$35.00/hour.
2. The fee will be reviewed annually to ensure it recovers all costs for the operator to open the site.

	DATE
Approved	January 20, 2007
Amended	
Amended	

(PAT SLIWORSKY) \_\_\_\_\_  
Manager



United States Department of Agriculture  
Forest Service



Technology &  
Development Program

March 1999

2300

9923-2321-MDC

## Electric Fence Systems Requirements for Meeting the NCDE Food Storage Special Order

Dave Gasvoda, Project Leader

**S**ince 1995, persons using any portion of the National Forests in the Northern Continental Divide Grizzly Bear Ecosystem (NCDE) have been required to store food, garbage, and other attractants (such as horse feed) in a bear-resistant manner (Special Order No. F10014S95). The area includes wilderness and nonwilderness portions of the Flathead, Lewis and Clark, Lolo, and Helena National Forests south and west of Glacier National Park (see attached map).

Electric fence systems are an acceptable means of meeting the requirement for storage in a bear-resistant manner. Electric fence systems can be used alone or to supplement other forms of bear-resistant storage, such as using bear-resistant containers, or suspending attractants from a support.

### Inspection

It is the user's responsibility to operate the system in the field at the required levels. Forest Service employees will inspect electric fences when they are set up in the field.

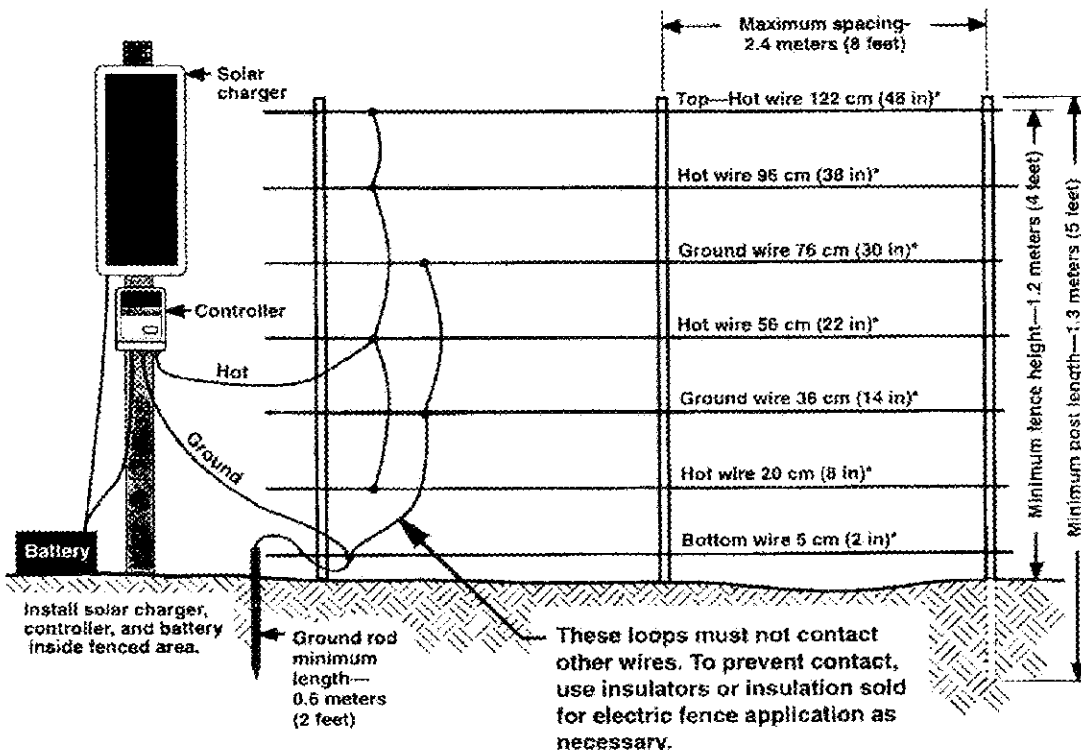
### Fence System Requirements

Fence systems must meet the following minimum requirements:

- The minimum height shall be 1.2 meters (4 feet). Posts shall be at least 1.3 meters (5 feet) long and spaced not more than 2.4 meters (8 feet) apart. The fence shall be constructed with seven wires spaced 15 to 25 centimeters (6 to 10 inches) apart as shown in the illustration on page 2. The bottom wire should be no more than 2 inches from the ground and it may touch the ground.
- The conductors (wires) may be either smooth metal fence wire (16 gauge minimum) or Polywire (polyethylene interwoven with at least six strands of stainless steel wire). In order to make the fence more visible, the top wire may be Polytape (polyethylene ribbon interwoven with at least five strands of stainless steel wire and at least 1.2 centimeters (1/2 inch) wide).
- The fence shall be no closer than 1 meter (3 feet) from the items it is protecting.
- A ground wire return fence shall be used. This fence uses alternating hot and ground fence wires. The top two wires are connected to the fence controller's hot terminal. The third wire down connects to the fence controller's ground terminal. The next wire connects to the hot terminal, and so forth. The bottom wire must be a grounded wire and may touch the earth. The ground terminal connects to an earth ground.
- An earth ground shall be constructed using a metal rod 3.6 meters (2 feet) long or longer. The rod should be driven into the earth as deep as practical. Allow a few centimeters (inches) to remain above the ground so the ground lead wire can be attached. The ground rod should be located in a wet spot if one exists.
- Fence conductors (wires) must be under tension, not loose or sagging. Corner supports (posts, trees, etc.) must be sturdy enough to not deflect excessively under the tension. Fiberglass or plastic corner posts may be used, provided that they are

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\* Height above ground; distance between wires may vary from 6 to 10 inches.

adequately braced. All fence wires connected to the hot terminal of the fence controller must be supported using suitable electric fence insulators. Separate insulators are not required on fiberglass or plastic supports.

- The fence controller must be specified by the manufacturer to have a minimum stored energy of 0.7 joules. Its minimum peak output voltage must be specified as being at least 6000 volts.

- The user must have an electric fence tester on site that is capable of displaying voltage measurements from 600 to 5000 volts. Both multiple glow lamp and digital display types are acceptable. The digital display units are likely to be more accurate and easier to read. The inspection testing shall be made using a Forest Service digital meter. It shall be used to determine that the minimum requirements are met.

- Test the fence voltage as far as possible from the fence

controller. Connect the meter's ground terminal to one of the fence's ground wires and touch the meter's hot terminal to a hot fence wire. Test each hot wire by touching the meter's hot terminal to the wire. Test each ground wire by connecting the meter's ground terminal to the ground wire being tested while touching the meter's hot terminal to any hot wire.

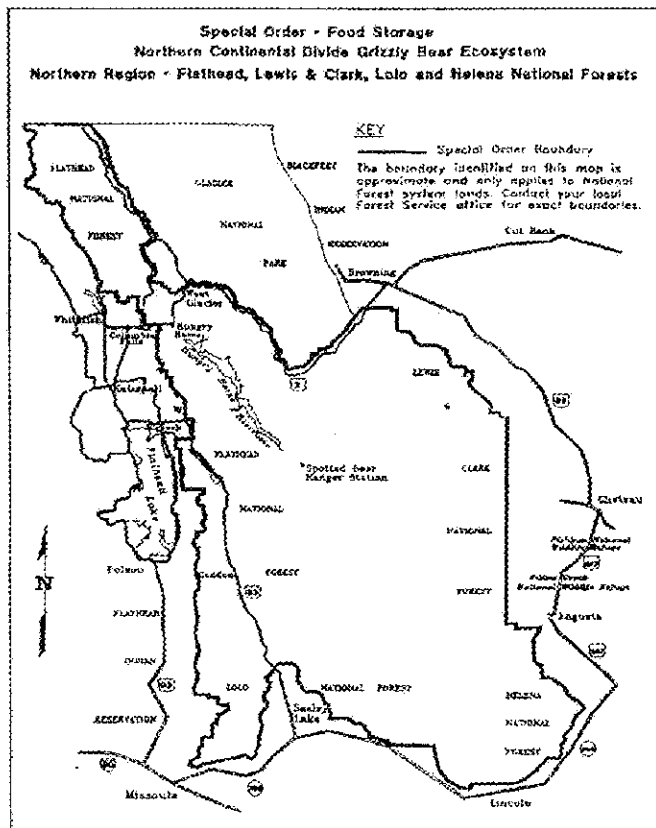
Each conductor must have a tested minimum of 5000 volts. The voltage must appear at least 40 times a minute.

**TD**



### Summary of Fence Specifications

- Minimum fence height ..... 4 feet
- Minimum post length ..... 5 feet
- Maximum spacing between posts ..... 8 feet
- Conductors must be:
  - Smooth metal fence wire (16 gauge minimum)
  - or
  - Polywire (at least six strands of stainless steel wire)
- For visibility, the top conductor may be Polytape (at least five strands of stainless steel wire, at least 1/2-inch wide)
- Minimum distance between fence and items inside ..... 3 feet
- Ground wire return fence must be used (alternating hot and ground wires)
- Minimum length ground rod (earth ground mandatory) ... 2 feet
- Minimum stored energy of the fence controller ..... 0.7 joules
- Minimum tested peak output voltage on every conductor ..... 5000 volts
- Minimum shocks per minute ..... 40
- Minimum number of wires ..... 7
- Distance between wires ..... 6 to 10 inches



### Acknowledgments

The author would like to acknowledge the contributions of Mike Madel, Bear Management Specialist for the Montana Department of Fish, Wildlife and Parks in Choteau, Montana. Mike's work helped establish the requirements that must be met to successfully deter grizzly bears.

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