

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION

AGENDA

SEPTEMBER 12, 2009

Page	
	1. CALL TO ORDER
	2. ADDITIONS TO OR DELETIONS FROM THE AGENDA
	3. ADOPTION OF AGENDA
	4. DELEGATIONS
	5. REPORTS
3-21	5.1 Manager's Report for June, July and August 2009
22-27	5.2 Financial Reports July 31, 2009
	6. ADOPTION OF MINUTES
28-31	6.1 Minutes of June 27, 2009 Regular Meeting

Page

	7. BUSINESS ARISING FROM THE MINUTES
32-34	7.1 Review of Policies 17-05 and 48-06
35-36	7.2 Approval of Policy 54-09
37-38	7.3 Waste Study Proposals
	8. NEW BUSINESS
	8.1 Strategic Plan for the Future (Discussion Item)
	9. CORRESPONDENCE
39	9.1 Imperial Oil
	10. NOTICE OF MOTION
	11. NEXT MEETING
	11.1 October 24, 2009
	12. IN-CAMERA ITEMS
	13. ADJOURNMENT

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION
REQUEST FOR DECISION

Issue:
Monthly Operating Reports for June, July, and August 2009

Recommendation:
Reviewed by Manager and accept for information.

Comments:

Date: September 12, 2009
Submitted By: Pat Sliworsky, Manager
Reviewed By:

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

Monthly Operations Report and Summary

Month of June 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 June 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>
<u>Summer Student</u>	<u>Maverick Loonskin</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 & Gulls
Customers placing waste at incorrect locations
Customers not covering & securing loads

5: Public Complaints

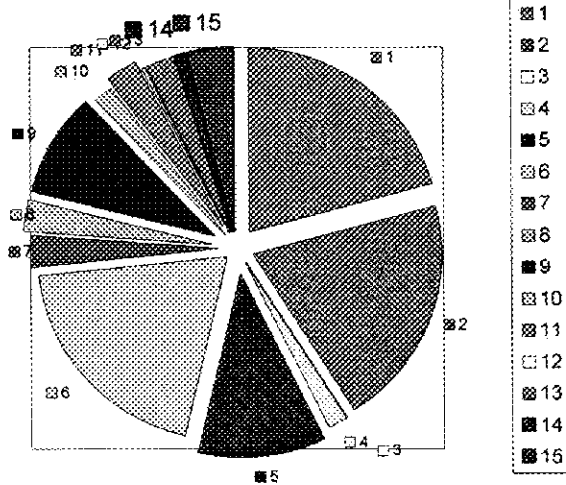
6: Special Activities Litter fences moved to appropriate locations
White goods being hauled off of the site
Metal being sorted and hauled off of the site

Mackenzie Regional Waste Management Commission
Monthly Reporting Summary
Month June 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 3
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
June 2009**



Waste Volume Legend	Metric Tonne	% of Total	Legend
MD #23 Transfer Stations	268.63	21%	1
MD #23 Commercial - Industrial	262.96	20%	2
MD #23 Construction - Demolition	0.86	0%	3
MD #23 Farm Residential	21.66	2%	4
H L Residential	140.77	11%	5
H L Commercial-Industrial	256.35	20%	6
H L Construction-Demolition	34.09	3%	7
R L Residential	38.10	3%	8
R L Commercial-Industrial	116.26	9%	9
Dene Tha Residential	23.40	2%	10
Dene Tha Transfer	37.47	3%	11
Dene Tha Const./Demo.	1.82	0%	12
Paddle Transfer	33.00	3%	13
Non-Members	8.77	1%	14
Products to Designated Areas	52.10	4%	15
Total	1296.24	100%	

Items not included in chart

Soil with Hydrocarbons	18.34
DIRT	20.58

Landfill Accumulated Tonnage to June 30, 2009



**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	125.51	146.01	205.55	363.82	268.63							1,860.85
Commercial - Industrial	280.79	245.70	287.22	241.93	272.02	282.98							1,570.61
Construction - Demolition	0.04	0.08	0.54	0.35	3.08	0.86							4.93
Farm Residential	4.39	2.17	3.80	6.38	20.17	21.66							58.37
Total Mackenzie County	418.56	373.46	437.37	454.11	659.06	564.11	0.00	0.00	0.00	0.00	0.00	0.00	2,894.66
Town of High Level													
Residential	63.16	53.16	64.78	92.51	179.88	140.77							584.23
Commercial - Industrial	214.91	200.09	227.24	222.66	335.14	296.35							1,455.31
Construction - Demolition	1.59	29.26	21.86	6.35	59.20	34.09							152.45
Total High Level	279.66	282.49	313.88	321.46	574.30	431.21	0.00	0.00	0.00	0.00	0.00	0.00	2,202.99
Town of Rainbow Lake													
Residential	24.59	16.49	18.23	22.80	26.95	38.10							150.26
Commercial - Industrial	51.72	54.66	54.15	52.38	59.78	116.28							388.95
Construction - Demolition	0.00	0.00	0.00	0.00	0.00	0.00							0.00
Total Rainbow Lake	0.00	71.15	72.38	75.28	86.73	154.38	0.00	0.00	0.00	0.00	0.00	0.00	539.21
Dene Tha First Nations													
Residential	13.76	15.25	17.99	16.13	23.32	23.40							109.67
Transfer Station	36.07	35.79	37.28	31.29	60.86	37.47							238.76
Construction - Demolition	12.00	7.18	18.40	2.08	1.82	1.82							64.04
Total Dene Tha	61.83	58.22	73.67	49.50	86.94	63.69	0.00	0.00	0.00	0.00	0.00	0.00	402.37
Paddle Prairie Area Settlement													
Transfer Station	25.00	22.05	24.42	26.43	58.24	33.00							195.14
Total Paddle Prairie	28.00	22.05	24.42	26.43	58.24	33.00	0.00	0.00	0.00	0.00	0.00	0.00	195.14
Others													
Non-members	0.00	0.00	0.00	0.00	0.00	8.77							8.77
Total Others	0.00	0.00	0.00	0.00	0.00	8.77							8.77
Total Waste Deposited in Pit	859.37	807.37	921.32	936.77	1,478.27	1,244.14	0.00	0.00	0.00	0.00	0.00	0.00	6,247.24
Products to Designated Area													
E-waste, electronics	0.16	0.81	0.67	1.30	1.71	2.93							7.58
Liquid Sludge	28.28	1.26	14.67	20.05	4.67	4.73							73.95
Wooden Burnable	1.19	4.19	1.57	6.88	17.53	13.99							49.95
Pesticide Containers	0.00	0.00	0.00	0.00	0.00	0.00							0.00
Batteries	1.67	2.32	1.04	0.33	1.88	2.75							8.00
Tires	0.69	0.37	0.68	2.40	1.03	2.66							11.68
White Goods/Assorted Metals	1.89	1.55	2.52	2.60	19.08	11.47							39.51
Household Hazardous Waste	0.35	0.00	0.00	0.00	0.00	0.23							0.67
Compost	0.01	0.01	0.01	0.15	7.42	7.37							14.97
Oil Filter/Oil Containers	0.00	0.00	0.03	0.00	0.02	0.83							1.04
Asbestos	0.00	0.00	0.00	0.00	0.00	0.00							0.00
Animal/hair (responsible for)	0.03	0.00	0.25	0.00	0.04	0.16							0.48
Total to Designated Areas	34.28	8.37	21.74	38.08	53.46	52.10	0.00	0.00	0.00	0.00	0.00	0.00	209.23
Products Diverted for Recycle	4.42	3.12	4.95	11.15	31.14	28.30	0.00	0.00	0.00	0.00	0.00	0.00	83.08
2009 Monthly Total by Weight	893.65	815.94	943.06	974.85	1,531.73	1,296.24	0.00	0.00	0.00	0.00	0.00	0.00	6,455.47
2008 Monthly Total by Weight	877.33	882.24	1,077.40	1,049.83	1,802.21	1,427.88	1,311.93	1,522.26	1,322.21	2,336.70	1,174.06	835.79	15,739.54
2007 Monthly Total by Weight	1,030.12	576.76	1,185.46	1,272.70	1,907.85	1,746.85	1,434.48	1,470.43	1,326.92	1,546.26	1,340.10	862.57	16,143.91
Soil with Hydrocarbons	32.45	32.43	48.73	33.75	38.06	18.34	0.00	0.00	0.00	0.00	0.00	0.00	204.87
BURT	0	0	0	3.23	18.04	20.81	0	0	0	0	0	0	41.88

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

Monthly Operations Report and Summary

Month of July 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 July 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>
<u>Summer Student</u>	<u>Maverick Loonskin</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 & Gulls
Customers placing waste at incorrect locations
Customers not covering & securing loads

5: Public Complaints

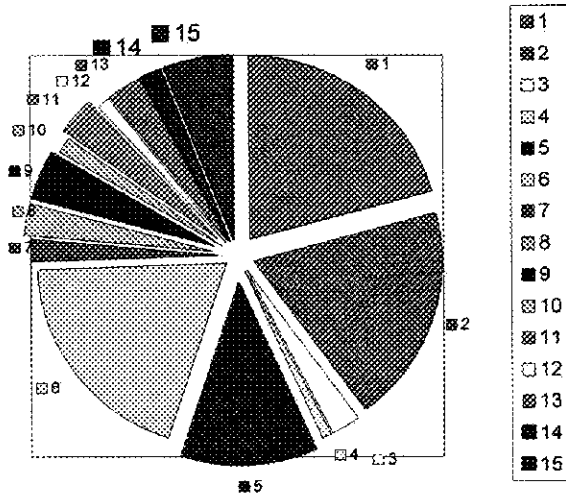
6: Special Activities Litter fences moved to appropriate locations
White goods being hauled off of the site
Metal being sorted and hauled off of the site

Mackenzie Regional Waste Management Commission
Montly Reporting Summary
Month July 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 3 then moved to Cell 3A July 20, 2009
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
Intermidlate 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

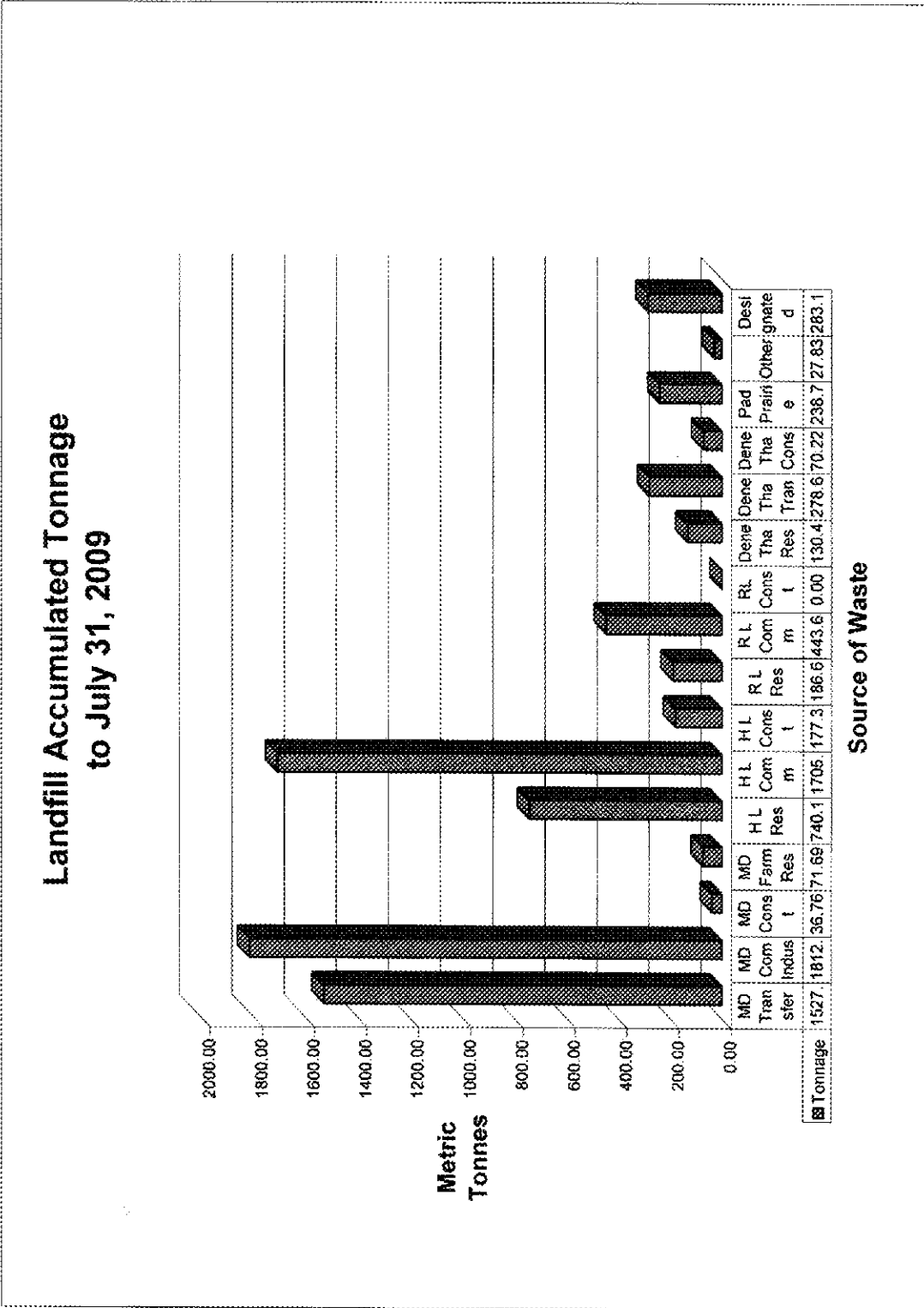
**Waste Received
July 2009**



Waste Volume Legend	Metric Tonne	% of Total	Legend
MD #23 Transfer Stations	266.28	21%	1
MD #23 Commercial - Industrial	242.21	19%	2
MD #23 Construction - Demolition	31.83	2%	3
MD #23 Farm Residential	13.32	1%	4
H L Residential	145.95	11%	5
H L Commercial-Industrial	248.82	20%	6
H L Construction-Demolition	24.93	2%	7
R L Residential	36.42	3%	8
R L Commercial-Industrial	54.65	4%	9
Dene Tha Residential	20.78	2%	10
Dene Tha Transfer	39.93	3%	11
Dene Tha Const./Demo.	16.18	1%	12
Paddle Transfer	39.62	3%	13
Non-Members	19.06	1%	14
Products to Designated Areas	74.93	6%	15
Total	1274.90	100%	

Items not included in chart

Soil with Hydrocarbons	50.01
DIRT	126.55



**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	195.51	148.01	205.45	383.82	268.53	365.26						1827.12
Commercial - Industrial	280.79	245.70	287.22	241.83	272.02	282.98	242.21						1812.72
Construction - Demolition	0.04	0.08	0.54	0.35	3.06	0.88	31.83						36.76
Farm Residential	4.36	2.17	3.60	6.38	20.17	21.69	13.32						71.69
Total Mackenzie County	416.56	373.46	437.37	454.11	689.06	584.11	553.63	0.00	0.00	0.00	0.00	0.00	3,448.29
Town of High Level													
Residential	83.16	53.15	84.78	82.51	179.86	140.77	145.95						740.18
Commercial - Industrial	214.91	200.08	227.24	222.59	335.14	255.35	248.82						1705.13
Construction - Demolition	1.96	23.28	21.88	6.35	59.30	34.05	21.89						177.38
Total High Level	279.96	282.49	313.88	321.45	574.30	431.21	418.70	0.00	0.00	0.00	0.00	0.00	2,622.69
Town of Rainbow Lake													
Residential	21.56	16.40	18.23	22.90	29.95	38.10	36.42						185.58
Commercial - Industrial	51.72	54.66	54.15	52.36	59.78	116.26	54.65						443.60
Construction - Demolition	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
Total Rainbow Lake	8.06	71.15	72.38	75.26	89.73	154.36	91.07	0.00	0.00	0.00	0.00	0.00	630.28
Gene The First Nations													
Residential	13.78	15.25	17.53	16.15	23.92	23.40	20.78						130.45
Transfer Station	36.07	35.79	37.28	31.26	60.86	37.47	38.83						278.65
Construction - Demolition	12.00	7.18	18.40	2.08	12.56	1.82	16.18						70.22
Total Gene The	61.85	58.22	73.27	49.50	96.94	62.69	75.83	0.00	0.00	0.00	0.00	0.00	479.35
Paddle Prairie Merits Settlement													
Transfer Station	25.00	22.05	24.42	35.43	59.24	33.00	39.62						235.75
Total Paddle Prairie	25.00	22.05	24.42	35.43	59.24	33.00	39.62	0.00	0.00	0.00	0.00	0.00	235.75
Others													
Non-members	0.00	0.00	0.00	0.00	0.00	6.77	19.05						27.83
Total Others	0.00	0.00	0.00	0.00	0.00	6.77	19.05						27.83
Total Waste Deposited in Pit	869.37	807.37	921.32	936.77	1,478.27	1,244.14	1,199.97	0.00	0.00	0.00	0.00	0.00	7,447.21
Products to Designated Area													
E-waste, electronics	0.16	0.81	0.67	1.30	1.71	2.93	0.74						8.32
Liquid Sump	28.20	1.26	14.97	20.05	4.67	4.73	12.00						85.96
Wooden Burnable	1.19	4.16	1.57	6.88	17.53	16.56	20.56						70.51
Pesticide Containers	0.00	0.00	0.00	0.00	0.00	0.00	0.36						0.45
Balloons	1.67	0.37	1.04	0.33	1.86	2.76	0.26						8.26
Tires	0.56	0.37	0.68	5.47	1.62	2.85	0.48						12.46
White Goods/Assorted metals	1.99	1.55	2.52	2.90	19.08	11.47	6.79						46.28
Household Hazardous Waste	0.36	0.00	0.00	0.00	0.08	0.23	0.02						0.69
Oil Filter/Oil Containers	0.01	0.01	0.01	0.15	7.42	7.37	7.86						22.66
Asbestos	0.00	0.00	0.00	0.00	0.02	0.83	0.16						1.29
Animals/haulers responsible for	0.00	0.00	0.00	0.00	0.00	0.00	25.69						25.69
Total to Designated Areas	34.28	8.57	21.74	38.08	53.48	62.10	74.92	0.00	0.00	0.00	0.00	0.00	282.16
Products Diverted for Recycle	4.42	3.12	4.95	11.15	31.14	28.30	16.34	0.00	0.00	0.00	0.00	0.00	98.42
2009 Monthly Total by Weight	893.65	815.94	943.08	974.85	1,531.73	1,296.24	1,274.90	0.00	0.00	0.00	0.00	0.00	7,730.37
2008 Monthly Total by Weight	877.93	982.24	1,077.40	1,049.53	1,802.21	1,427.86	1,311.93	1,522.26	1,322.21	2,366.70	1,174.06	855.79	15,739.54
2007 Monthly Total by Weight	1,030.12	976.76	1,195.46	1,272.70	1,907.85	1,746.85	1,434.46	1,470.43	1,326.92	1,548.26	1,340.10	883.97	16,143.91
Soil with Hydrocarbons	32.55	32.43	48.73	33.76	38.05	18.34	50.01	0.00	0.00	0.00	0.00	0.00	264.88
DIRT	0	0	0	3.23	18.84	20.59	126.55	0	0	0	0	0	168.40

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

Monthly Operations Report and Summary

Month of August 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 August 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>
<u>Summer Student</u>	<u>Maverick Loonskin</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 & Gulls
Customers placing waste at incorrect locations
Customers not covering & securing loads

5: Public Complaints

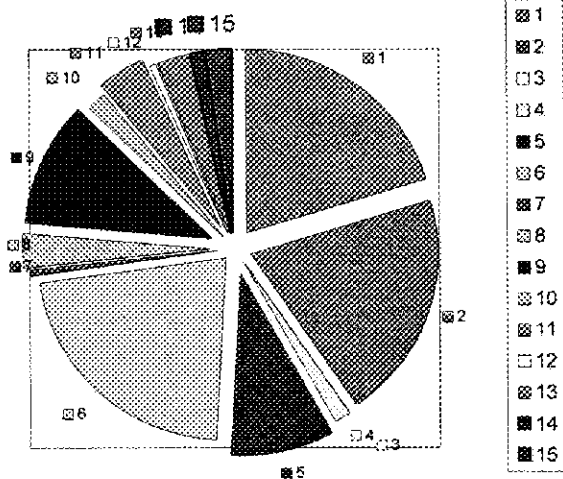
6: Special Activities Litter fences moved to appropriate locations
White goods being hauled off of the site
Metal being sorted and hauled off of the site

*Mackenzie Regional Waste Management Commission
 Montly Reporting Summary
 Month August 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 3A
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
August 2009**

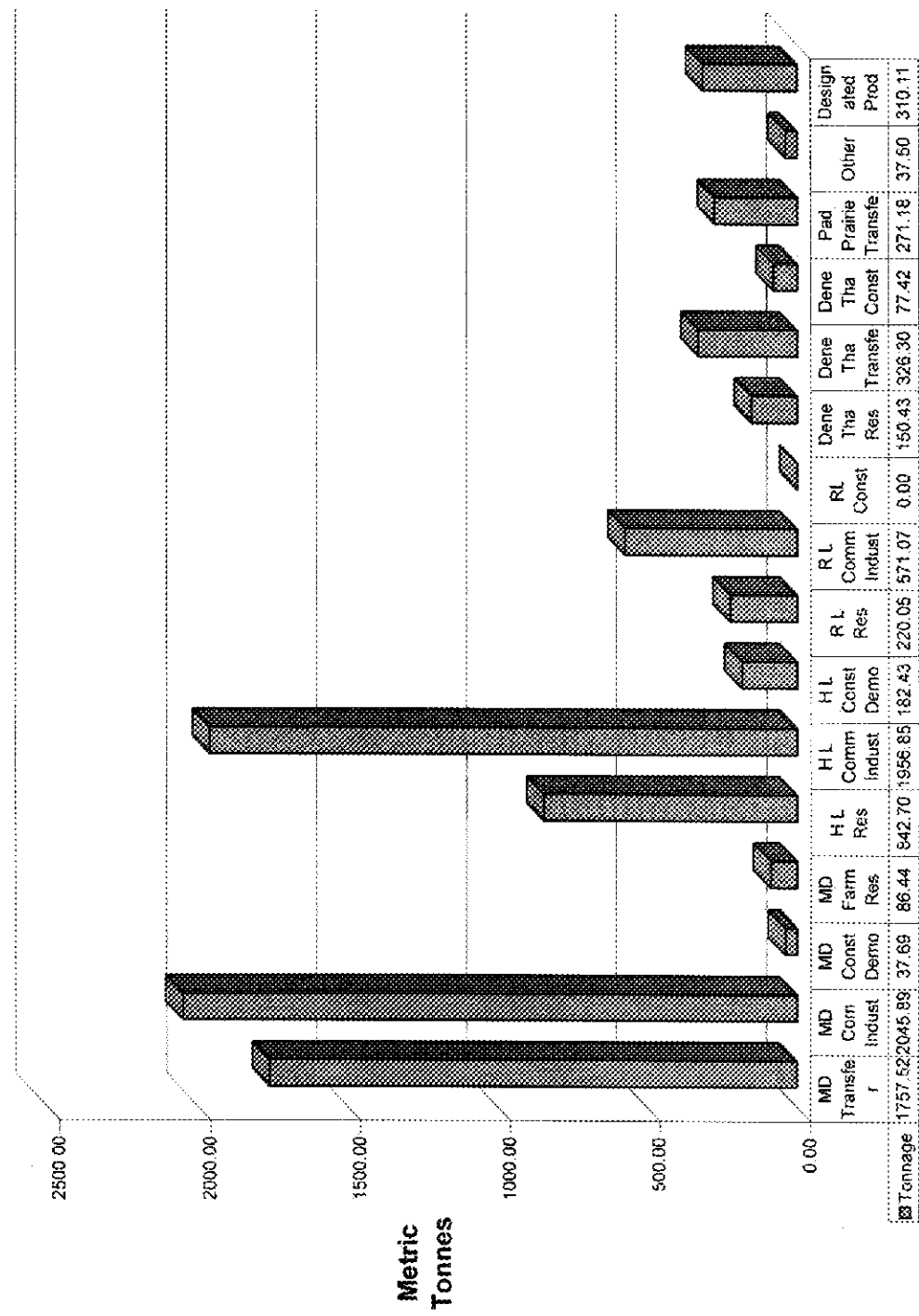


Waste Volume Legend	Metric Tonne	% of Total	Legend
MD #23 Transfer Stations	230.40	20%	1
MD #23 Commercial - Industrial	233.17	20%	2
MD #23 Construction - Demolition	0.93	0%	3
MD #23 Farm Residential	14.75	1%	4
H L Residential	102.52	9%	5
H L Commercial-Industrial	251.72	22%	6
H L Construction-Demolition	5.05	0%	7
R L Residential	33.37	3%	8
R L Commercial-Industrial	127.47	11%	9
Dene Tha Residential	19.98	2%	10
Dene Tha Transfer	47.61	4%	11
Dene Tha Const./Demo.	7.20	1%	12
Paddle Transfer	32.42	3%	13
Non-Members	9.67	1%	14
Products to Designated Areas	26.95	2%	15
Total	1143.22	100%	

Items not included in chart

Soil with Hydrocarbons	74.63
DIRT	15.07

Landfill Accumulated Tonnage to August 31, 2009



**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 Station	181.33	128.01	148.01	205.55	363.03	388.63	288.28	230.40	177.93				1787.93
Commercial	280.79	245.70	287.27	241.83	272.02	242.94	242.21	253.17					2045.99
Construction - Demolition	0.04	0.68	0.54	0.68	0.68	0.68	0.68	0.68					37.56
Farm Residential	4.36	2.17	3.60	6.38	21.66	13.32	14.76	17.76					86.44
Total Mackenzie County	416.55	373.46	437.37	454.11	655.06	564.11	551.63	479.25	0.00	0.00	0.00	0.00	3,927.54
Town of High Level													
Residential	63.16	53.16	64.78	92.51	176.66	120.77	143.95	102.92					842.76
Commercial - Industrial	214.91	200.06	227.24	222.89	335.14	256.35	251.73	251.73					1956.85
Construction - Demolition	1.59	29.26	41.36	59.30	34.06	24.93	5.05	5.05					182.43
Total High Level	279.66	282.49	313.88	321.46	574.39	411.21	418.70	359.29	0.00	0.00	0.00	0.00	2,981.88
Town of Rainbow Lake													
Residential	23.89	15.48	18.23	22.90	28.89	38.10	36.42	33.37					220.05
Commercial - Industrial	51.72	54.66	64.16	52.38	59.78	116.26	54.86	127.47					571.07
Construction - Demolition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00
Total Rainbow Lake	0.00	71.14	72.38	75.28	88.73	154.36	91.07	160.84	0.00	0.00	0.00	0.00	791.12
Dene Tha First Nations													
Residential	13.78	15.25	17.39	15.13	23.92	20.78	19.88	22.42					150.43
Transfer Station	35.07	35.70	37.20	31.29	60.68	37.47	39.93	47.61					328.30
Construction - Demolition	12.00	7.18	15.40	2.05	12.56	1.82	15.14	7.30					77.43
Total Dene Tha	61.85	58.22	73.27	48.58	96.84	63.59	74.99	74.79	0.00	0.00	0.00	0.00	564.18
Paddle Prairie Metis Settlement													
Transfer Station	25.00	22.05	24.42	36.23	56.24	35.00	38.92	32.42					271.18
Total Paddle Prairie	25.00	22.05	24.42	36.23	56.24	35.00	38.92	32.42	0.00	0.00	0.00	0.00	271.18
Others													
Non-members	0.00	0.00	0.00	0.00	0.00	8.77	18.08	9.87					37.59
Total Others	0.00	0.00	0.00	0.00	0.00	8.77	18.08	9.87					37.59
Total Waste Deposited in PH	859.37	807.37	921.32	936.77	1,478.27	1,244.14	1,188.97	1,116.27	0.00	0.00	0.00	0.00	8,563.48
Products to Designated Area													
E-waste - electronics	0.16	0.81	0.87	1.36	1.74	2.83	0.74	0.79					9.87
Liquid Sump	26.28	1.26	14.97	20.05	4.67	4.73	12.00	1.32					87.36
Wooden Burnable	1.16	4.18	1.97	6.88	17.59	18.99	20.96	10.90					61.41
Pesticide Containers	0.00	0.00	0.00	0.00	0.00	0.09	0.38	0.18					0.83
Batteries	1.87	0.32	1.64	0.33	1.80	2.75	0.39	1.83					10.22
Tires	0.59	0.37	0.68	0.47	1.00	2.65	0.48	1.30					13.76
White Goods/Assigned metals	1.89	1.50	2.52	2.90	16.08	11.47	6.75	4.08					50.34
Household Hazardous Waste	0.96	0.00	0.00	0.00	0.08	0.23	0.02	0.00					0.69
Compost	0.61	0.01	0.01	0.15	7.42	7.89	0.19	0.26					28.88
20L Filter/Drum Containers	0.20	0.06	0.03	0.03	0.02	0.63	0.19	0.26					1.49
Asbestos	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.48
Animals/birds responsible for	0.03	0.00	0.00	0.00	0.04	0.15	0.00	0.00					0.48
Total to Designated Areas	34.28	8.57	21.74	38.08	83.46	42.19	74.83	28.96	0.00	0.00	0.00	0.00	310.11
Products Diverted for Recycle	4.42	3.12	4.95	11.16	51.14	28.30	16.34	14.45	0.00	0.00	0.00	0.00	113.87
2009 Monthly Total by Weight	893.65	815.94	943.06	974.85	1,531.73	1,296.24	1,274.80	1,143.22	0.00	0.00	0.00	0.00	8,873.59
2008 Monthly Total by Weight	877.33	982.24	1,077.40	1,049.53	1,802.21	1,427.98	1,311.93	1,522.28	1,322.21	2,386.70	1,174.06	635.79	15,138.54
2007 Monthly Total by Weight	1,000.72	975.76	1,195.46	1,272.70	1,907.95	1,746.85	1,454.49	1,470.43	1,306.92	1,548.26	1,340.10	863.97	16,143.97
Soil with Hydrocarbons	32.46	32.43	48.73	53.76	38.08	18.34	50.61	74.63	0.00	0.00	0.00	0.00	339.61
DHRT	0	0	0	3.23	18.04	20.68	126.68	15.07	0	0	0	0	183.47

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION
REQUEST FOR DECISION

Issue:
Financial Report

Recommendation:

Adoption of the Financial Report.

Comments:

Date: September 12, 2009

Submitted By: Pat Sliworsky, Manager

Reviewed By: Kathy Bancarz, Administrative/Financial Assistant

**Mackenzie Regional Waste Management Commission
Comparative Balance Sheet
July 31, 2009**

	31-Jul-09	31-Jul-08
Assets		
Current Assets		
Chequing Account	218,108.59	136,920.52
Petty Cash	100.00	100.00
Undeposited Funds	0.00	0.00
Safety Program Funds	216.37	0.00
Total Cash	218,424.96	137,020.52
Accounts Receivable	112,014.90	147,801.15
Allowance For Doubtful Accounts	(641.02)	(850.00)
GST Rebate	0.00	3,860.72
Total Receivables	111,373.88	150,811.87
Prepaid Insurance	3,052.36	1,792.38
Prepaid Land Lease	698.50	698.50
Prepaid Membership Fees	244.23	150.38
Prepaid Conference Fees	0.00	0.00
Prepaid Legal Fees	0.00	56.25
Prepaid Telephone	144.70	94.70
Prepaid Advertising	372.04	402.04
Prepaid Rental Fees	198.32	150.00
Total Prepaid Assets	4,710.15	3,344.25
Short Term Investments	406,831.23	300,000.00
Composters	513.73	0.00
Total Current Assets	741,853.95	591,176.64
Long Term Investments		
Term Deposit Investments	499,590.87	494,379.44
Total Long Term Investments	499,590.87	494,379.44
Capital Assets		
Building Assets	259,405.49	259,331.49
Accumulated Amortization	(135,300.67)	(126,596.53)
Net - Building Assets	124,104.82	132,734.96
Engineering Structures	2,254,983.78	2,236,671.28
Accumulated Amortization	(1,483,474.58)	(1,431,299.80)
Net - Engineering Structures	771,509.20	805,371.48
Furniture and Equipment	73,619.96	72,019.96
Accumulated Amortization	(53,982.54)	(52,055.45)
Net - Furniture and Equipment	19,637.42	19,964.51
Machinery and Equipment	693,598.41	594,329.76
Accumulated Amortization	(107,410.99)	(41,673.51)
Net - Machinery and Equipment	586,187.42	552,656.25
Total Capital Assets	1,501,438.86	1,510,727.20
TOTAL ASSETS	2,742,883.68	2,596,283.28

LIABILITIES	31-Jul-09	31-Jul-08
Current Liabilities		
Accounts Payable	83,859.47	35,382.83
Accounts Payable - Other	0.00	279.31
Credit Card Payable	2,484.17	2,207.70
Statedated Cheques	603.13	(53.50)
Current Portion of Long Term Debt	16,397.46	15,684.98
Accrued Insurance	0.00	109.49
Accrued Metal Recycling	0.00	0.00
Accrued Bin Rental	3,300.00	3,300.00
Accrued Equipment Repair Expense	0.00	6,818.56
Accrued Surface Water Testing	0.00	246.00
Accrued Payroll	5,601.33	6,431.16
Accrued Utilities	12.86	238.50
EI Payable	0.00	0.00
CPP Payable	0.00	0.00
Income Tax Payable	0.00	0.00
AD&D	0.00	0.00
Dependent Life	0.00	0.00
Dental	0.00	0.00
Extended Health	0.00	0.00
Group Life	0.00	0.00
Long Term Disability	0.00	0.00
Short Term Disability	0.00	0.00
LAPP (ER) Payable	0.00	0.00
LAPP (EE) Payable	0.00	0.00
Workers Compensation Payable	0.00	0.00
Vacation Pay Payable	143.08	236.52
GST Charged on Sales	3,345.34	3,403.14
GST Paid on Purchases	(4,049.92)	(1,570.55)
GST Adjustments	0.00	0.00
ITC Adjustments	0.00	0.00
Total Current Liabilities	<u>111,696.92</u>	<u>72,714.14</u>
Long Term Liabilities		
Debenture Payable	318,541.00	350,975.00
Deferred Contributions - Cap. Asset	57,420.46	64,870.75
Landfill Reclamation	1,771,848.85	1,664,186.21
Total Long Term Liabilities	<u>2,147,810.31</u>	<u>2,080,031.96</u>
TOTAL LIABILITIES	<u>2,259,507.23</u>	<u>2,152,746.10</u>
EQUITY		
Equity		
Equity in Capital Assets	1,100,548.76	697,369.76
General Landfill Reserve	283,909.12	230,909.12
Total Equity	<u>1,384,457.88</u>	<u>928,278.88</u>
Retained Earnings		
Retained Earnings - Previous Year	(882,826.30)	(481,476.76)
Current Earnings	(18,255.13)	(3,264.94)
Total Retained Earnings	<u>(901,081.43)</u>	<u>(484,741.70)</u>
TOTAL EQUITY	<u>483,376.45</u>	<u>443,537.18</u>
TOTAL LIABILITIES AND EQUITY	<u>2,742,883.68</u>	<u>2,596,283.28</u>

Mackenzie Regional Waste Management Commission
Income Statement
For The Seven Months Ended July 31, 2009

REVENUE	BUDGET 2009	ACTUAL 31-Jul-09	ACTUAL 31-Jul-08
Tipping Fees			
County Transfer Stations	133,610.00	75,595.31	73,660.33
County Commercial/Industrial	173,533.36	88,954.14	100,188.35
County Construction/Demolition	22,759.41	1,660.13	4,996.12
County Farm Residential	7,158.98	4,543.67	4,636.33
Total County Revenue	337,061.75	170,753.25	183,481.13
High Level Residential	66,551.85	40,928.63	45,254.09
High Level Commercial/Industrial	178,617.27	87,670.08	108,080.16
High Level Construction/Demolition	19,523.36	8,374.21	10,547.76
Total High Level Revenue	264,692.48	136,972.92	163,882.01
Rainbow Lake Residential	17,536.28	9,199.02	10,480.55
Rainbow Lake Commercial/Industrial	44,473.41	21,847.40	26,286.62
Total Rainbow Lake Revenue	62,009.69	31,046.42	36,767.17
Dene Tha Residential	24,901.67	16,388.70	14,043.95
Dene Tha Construction/Demolition	20,991.67	8,777.50	10,513.75
Dene Tha Transfer Station	69,645.00	35,130.13	42,002.75
Total Dene Tha Revenue	115,538.34	60,296.33	66,560.45
Paddle Prairie Transfer Station	43776.67	29,844.75	21,940.01
Non Members	1618.33	7,053.06	1,213.75
Contaminated Soil	30122.24	2,039.04	20,589.04
Total Tipping Fees	854,819.50	438,005.77	494,433.56
Other Revenue			
Return on Long-term Investments	12,000.00	4,760.09	6,192.74
Interest Earned	5,000.00	686.65	10,901.46
Extra Work Charges	5,000.00	2,488.75	3,415.00
Batteries	0.00	744.00	524.00
Expense Reimbursements	0.00	300.00	2,204.28
WCB Dividends	0.00	0.00	1,176.37
AAMDC Dividends	0.00	50.13	0.00
Deferred Capital Contributions	0.00	4,346.00	4,346.00
E-Waste	0.00	3,255.15	0.00
Paint / HH Waste Recycling	0.00	1,905.35	0.00
Total Other Revenue	22,000.00	18,536.12	28,759.85
TOTAL REVENUE	876,819.50	456,541.89	523,193.41
EXPENSES			
Operating Expenses			
Accounting Fees	500.00	0.00	75.00
Administration & Service Fees	140.00	120.50	80.19
Advertising	500.00	1,110.50	2,359.05
Auditing Fees	14,000.00	994.50	17,458.65
Finning Maintenance / Labour	5,000.00	6,400.00	12,598.75
Flat Repairs	350.00	357.00	202.02
Oil Sampling	50.00	0.00	0.00
Steam Cleaning /Vehicle Wash	2,000.00	875.47	1,026.60
Vehicle Oil Changes	550.00	263.19	264.86
Welding Maintenance	15,000.00	687.50	1,756.28
Parts and Materials	6,000.00	5,222.58	9,223.17

	Budget	31-Jul-09	31-Jul-08
Other Labour	1,200.00	2,825.00	1,596.00
Deisel (Dyed)	35,000.00	13,049.42	18,749.67
Gas	4,500.00	1,656.11	2,605.04
Oil, Grease & Anti-freeze	3,850.00	1,898.22	2,247.76
Building & Content Insurance	762.60	629.93	278.86
Equipment Insurance	571.56	459.24	216.94
Vehicle Insurance	350.00	124.62	109.49
General Liability Insurance	1,459.44	309.26	608.14
Contributed to Landfill Closure	110,474.67	64,443.54	60,506.67
Dry Cleaning	375.00	117.15	217.25
Land Lease Agreement	750.00	407.47	0.00
Legal Fees	3,000.00	102.22	78.75
Membership / Conf. Fees	3,000.00	472.60	1,459.62
Postage & Freight	2,100.00	1,498.15	1,337.91
Rental Fees	400.00	661.67	279.48
Subscriptions & Publications	0.00	0.00	0.00
Survey for Annual Report	6,200.00	7,181.87	6,174.93
Coffee/Drinking Water Supplies	1,200.00	632.58	601.69
Janitorial Supplies	1,200.00	475.99	612.91
Office Supplies	4,000.00	2,580.99	3,660.96
Shop Supplies	2,000.00	805.18	2,240.05
Telephone & Communications	6,420.00	2,825.95	4,053.78
Tools Expense	300.00	232.00	252.60
Training and Education	1,000.00	0.00	1,271.00
Travel & Subsistence	11,000.00	3,503.10	5,797.10
Electrical	3,300.00	1,480.56	1,884.57
Heat	14,540.00	4,873.74	9,612.49
Water Tank Fills	1,500.00	947.50	911.25
Vehicle Lease	5,052.24	2,947.14	2,947.14
Total Operating Expenses	269,595.51	133,172.44	175,356.62
Payroll Expenses			
Wages and Salaries	294,007.24	164,945.99	158,234.47
Commission Members Per Diem	8,550.00	3,200.00	4,175.00
EI Expense	5,175.20	3,603.84	3,682.32
CPP Expense	14,553.36	6,950.61	7,170.59
WCB Expense	4,557.11	2,576.77	1,101.34
Employee Benefits	17,508.00	9,885.40	10,213.49
Pension Expense	22,398.06	14,062.26	9,257.47
Alberta Health Care	0.00	0.00	2,552.00
Vacation Pay Expense	350.00	162.52	236.52
Total Payroll Expenses	387,098.97	205,387.39	196,623.20
Site Maintenance and Repair			
Building Repair	1,000.00	4,091.07	4,085.56
Ground Water	6,740.00	4,029.25	3,370.00
Leachate	16,000.00	3,921.75	14,162.00
Landfill Contract	0.00	0.00	-10,000.00
Bin Rental	3,600.00	3,300.00	3,300.00
Recycling Expenses	13,800.00	10,714.70	7,386.80
Roads	8,000.00	8,894.24	7,876.20
Surface Water	250.00	229.75	246.00
Site Clean up	2,050.00	2,050.00	2,050.00
New Signs at the Landfill Entrance	500.00	368.00	845.00
Total Site Maintenance and Repair	51,940.00	37,598.76	33,321.56

	Budget 2009	31-Jul-09	31-Jul-08
Other Expenses			
Amortization/Depreciation	0.00	88,092.65	110,714.92
Bank & Collection Charges	0.00	7.15	97.62
Bank Reconciliation Adjustments	0.00	0.00	0.01
Interest Expense	15,407.34	7,883.93	7,875.42
Uncollectible Accounts	500.00	0.00	0.00
Waste Hauling Study	0.00	0.00	0.00
Promotion	2,700.00	1,859.95	56.00
Safety Awards	0.00	425.00	0.00
Soil Testing (Hydrocarbons)	0.00	369.75	2,414.00
Total Other Expenses	18,607.34	98,638.43	121,156.97
TOTAL EXPENSE	707,241.82	474,797.02	526,458.35
NET INCOME	169,577.68	(18,255.13)	(3,264.94)
Capital Expenditures			
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	23,920.70	23,920.70
Office Expansion	0.00	0.00	62,592.49
Litter Fences	0.00	0.00	15,769.00
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	1,295.76
Reclaim Monitoring Well/Cover	9,000.00	8,000.00	9,000.00
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	3,300.00	0.00
Shop Insulation and Doors	26,500.00	0.00	0.00
Replace track links on 963	13,200.00	26,672.03	0.00
Landfill Audit (Due in 2010)	3,250.00	0.00	0.00
New Demo/Construction Cell	0.00	7,012.50	0.00
Final Drive for Track Loader	0.00	17,882.28	0.00
Left Front Housing for Backhoe	0.00	13,376.27	0.00
Total Capital Expenditures	169,430.06	100,163.78	112,577.95
Net Income - Capital Expenditures	147.62	(118,418.91)	(115,842.89)

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION
REQUEST FOR DECISION

Issue:
Minutes of June 27, 2009

Recommendation:
Adoption of the minutes.

Comments:

Date: September 12, 2009
Submitted By: Pat Sliworsky, Manager
Reviewed By:



Mackenzie Regional Waste Management Commission

Regular Board Meeting
Stardust, Olivier Room
10:00 a.m.
June 27, 2009

MINUTES

In Attendance	Stuart Watson Jerry Chomiak Peter Braun Kelly Drover Barry Gladders	Chair, Mackenzie County Vice Chair, Town of High Level Mackenzie County Town of Rainbow Lake Town of High Level
Staff:	Pat Sliworsky Kathy Bancarz	Manager Administrative/Financial Assistant
Regrets:	Rose Cretney	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

Minutes from June 11, 2005
Letter dated August 8, 2005
Waste Study

3. ADOPTION OF AGENDA

Resolution #33-09
Moved by Peter Braun
THAT the agenda for the June 27, 2009 board meeting be adopted with the additions.

CARRIED

4. DELEGATIONS

There were none.

5. REPORTS

5.1 Manager's Report

Manager Pat Sliworsky presented his report and updated the Board on the current happenings.
The Board requested to be notified of emergency situations immediately when they happen and to bring the communications policy back to the next meeting.

Resolution #34-09

Moved by Jerry Chomiak
THAT the Manager's Report be accepted for information.

CARRIED

**5.2 Financial Report as of
May 31, 2009**

The Board directed Administration to reformat the financial statements and to add sub-categories with time-lines to the General Landfill Reserve account. They would like to see the investments allocated to the reserve accounts.

Resolution #35-09

Moved by Kelly Drover
THAT the Financial Report be accepted for information.

CARRIED

6. ADOPTION OF MINUTES**6.1 Regular Meeting of
April 4, 2009****Resolution #36-09**

Moved by Peter Braun
THAT the minutes of the April 4, 2009 Mackenzie Regional Waste Management Commission meeting be adopted as presented.

CARRIED

7. BUSINESS ARISING FROM THE MINUTES**7.1 Waste Transportation****Resolution #37-09**

Moved by Peter Braun
THAT the Board authorizes Manager Pat Sliworsky to write up RFP's for a waste transportation study and have him give the Board final input before proceeding.

In favor: 4 Opposed: 1

CARRIED

7.2 Shop Upgrade**Resolution #38-09**

Moved by Kelly Drover
THAT the Board approve the planned and budgeted shop upgrade.

CARRIED

8. NEW BUSINESS

•

There were none.

9. CORRESPONDENCE

9.1 Electronics Recycling Association

9.2 Omni McCann

Resolution #39-09

Moved by Jerry Chomiak
THAT the correspondence be accepted for information.

CARRIED

10. NOTICE OF MOTION

10.1 Vehicle Lease

Resolution #40-09

Moved by Jerry Chomiak
THAT Manager Pat Sliworsky put it back out to tender, within our region, for another similar lease and to bring it back as an operational policy at the next meeting.

CARRIED

Resolution #41-09

Moved by Kelly Drover
THAT the Manager have first option to purchase expired lease vehicles and to bring it back as an operational policy at the next meeting.

CARRIED

11. NEXT MEETING DATE

Resolution #42-09

Moved by Peter Braun
THAT the next meeting be held September 12, 2009 at 10:00 a.m. at Stardust Motor Inn, Olivier Room.

CARRIED

12. IN-CAMERA ITEMS

There were none.

13. ADJOURNMENT

Resolution #43-09

Moved by Barry Gladders
THAT the meeting be adjourned at 11:20 a.m.

CARRIED

Chairman

Manager

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION
REQUEST FOR DECISION

Issue:
17-05 External Communications and 48-06 Media Policy

Recommendation:

Accept as information.

Comments:

It was requested that administration bring these policies back to the Commission Board for review.

Date: September 12, 2009

Submitted By: Pat Sliworsky, Manager

Reviewed By:

Mackenzie Regional Waste Management Commission

TITLE: External Communications
POLICY NO: 17-05
RESCINDS: N/A

Policy Objective: To ensure consistent and effective communication with all external parties who might impact, or be impacted by, the operation of the Commission.

Policy Statement:

Any relationships, business transactions or communications with governmental authorities, outside agencies, individuals, businesses, professional associations, non-profit groups or any other entity, which could affect the operations of the Waste Disposal Facilities or the function of the Commission Board, will be brought before the Board for consideration.

Background:

As has been established in past practice, special circumstances and activities which could have an impact on the operation of the Commission, and which may not be covered specifically in the original agreement shall be brought before the Board for consideration.

Responsibilities and Authorities:

The Manager shall bring any matter that affect the normal operation of the waste disposal facilities to the attention of, and shall make recommendations as to courses of action to be taken by, the Board.

Subject to Board approval, the Commission Manager shall undertake appropriate actions in response to external agencies, in matters pertaining to any activities that may have an affect on the normal operations of the Facilities.

The Commission Manager shall be the official spokesperson for the Commission for all administrative matters.

The Commission Board Chairperson, and Vice-Chairperson in the absence of the Chairperson, shall be the spokesperson for the Commission for all policy matters.

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

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION POLICY

	Policy No.: 48-06
Facility: Mackenzie Regional Landfill	Effective Date: December 5, 2006
Policy Title: MEDIA COMMUNICATIONS	Page 1 of 1

PURPOSE:

To designate individuals who may provide official information to the media on behalf of the Commission.

POLICY:

1. The Commission recognizes the benefit, in communicating the official position of the Commission, of designating an individual to provide accurate information to the media and public.
2. The media spokesperson for the Commission is:
 - a) The Chairperson; or
 - b) in the absence of the Chairperson, his delegate or the Commission Manager.
3. This policy may be reviewed at each organizational meeting.

RESPONSIBILITIES:

4. The Board shall be responsible for the review and update of this Policy.

	DATE	RESOLUTION
Approved	December 5, 2006	48-06
Amended		
Amended		

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION
REQUEST FOR DECISION

Issue:
Vehicle Replacement Policy 54-09

Recommendation:
THAT the Commission adopt the Vehicle Replacement 54-09 policy.

Comments:
The Commission Board, at the last meeting, requested Administration to draft a policy for leasing of vehicles.

Date: September 12, 2009
Submitted By: Pat Sliworsky, Manager
Reviewed By:

Mackenzie Regional Waste Management Commission Policy 54-09

Title: **VEHICLE REPLACEMENT POLICY**
 Authority: Commission Board
 Resolution:
 Date Approved: September 12, 2009
 Rescinds:

POLICY

To replace old vehicles on a scheduled basis.

POLICY PRINCIPLES

It is economically expedient to replace and discard vehicles before breakdowns occur and extensive down time results, and also to replace old worn out vehicles, before it becomes financially unsound for the continued use due to extensive repairs.

POLICY STATEMENTS

1. The Commission Manager will be charged with ensuring the unit life of the vehicles.
 - a) Assessing annual hours of use or annual mileage;
 - b) The type of use;
 - c) The Manufacturer's life expectancy;
 - d) The effectiveness of the vehicle;
 - e) The present condition;
 - f) The history of annual repair costs and down time.

2. All leased vehicles to be replaced at the expiry of the current lease with a similar lease.

3. Upon the vehicle having reached its replacement date, the Commission Manager shall have first option to purchase the expired lease vehicle from the Commission. The employees of the Commission shall have second option to purchase the expired lease vehicle from the Commission. Should neither of these options be exercised, the vehicle will be returned to the company from which it was leased.

EFFECTIVE DATE

4. This policy shall take effect on the date passed by the Commission Board resolution.

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

Item # _____

Issue: Waste Study Proposals

Recommendation:

THAT the Commission accept the Waste Study Proposal from Omni-McCann Consultants Ltd.

Manager Comments:

Requests were sent to 4 consultants to propose how they would go about doing a waste study with the specific issues as outlined in the RFP letter.

Only 2 responded with Omni-McCann Consultants Ltd. having the lowest cost.

Both proposals are very similar with regards to reaching the goals set out by the Commission Board.

Date: September 12, 2009

Submitted By: Pat Sliworsky, Manager

Reviewed By:

BACKGROUND

Overview:

It was requested at the last meeting that an RFP be drafted with the specific goals as discussed at the meeting, circulated to each board member, and sent out.

Financial:

Omni-McCann Consultants Ltd.'s proposal is within our budgeted amount.

Alternatives:

1. Accept Omni-McCann Consultants Ltd.'s proposal.
2. Accept Stantec Consulting Ltd.'s proposal.
3. Accept for information.

Recommended Alternative:

#1

Reports/Documents:

Proposals were distributed to each Board member before the meeting for review.



Imperial Oil
Products and Chemicals Division
 Research Department
 453 Christina St. S.
 P.O. Box 3022
 Sarnia, Ontario
 Canada N7T 8C8

Brenda Harris
 Research Technologist

Tel: (519) 339-2674
 Fax: (519) 339-4436

IMPERIAL OIL USE ONLY

2009-07-21

R-364-2009

Assessment Results for the
 Mackenzie Regional Landfill

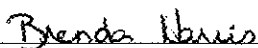
Mr. Pat Sliworsky
 Mackenzie Regional Landfill
 Box 235
 High Level, AB
 T0H 1Z0

Dear Mr. Sliworsky,

This letter is to inform you that the Mackenzie Regional Landfill site has passed our waste facility assessment and was found acceptable for use by Exxon Mobil Canada/Imperial Oil for non-hazardous waste disposal. This means that these waste streams which may be generated by Exxon Mobil Canada/Imperial Oil can be sent to your site, providing they meet your internal and regulatory permit criteria. Relevant personnel at Exxon Mobil Canada /Imperial Oil have been informed that your site has passed the assessment and a complete assessment report has been forwarded to them.

On behalf of Imperial Oil, I would like to thank you for your cooperation in completing the assessment. If you have any questions, please call me at 519-339-2674 or contact me by email at brenda.m.harris@esso.ca.

Yours truly,


 Brenda Harris
 Research Technologist

c.c. Doug Blue (SPM)
 Brian LeMoine (SPM)
 Files