

# MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION

## AGENDA

**SEPTEMBER 10, 2011**

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MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**

**Monthly Operating Reports for May, June & July 2011.**

**Recommendation:**

Reviewed by Manager and accept for information.

**Comments:**

**Date:** September 10, 2011

**Submitted By:** Pat Sliworsky, Manager

**Reviewed By:**

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

**Monthly Operations Report and Summary**

**Month of May 2011**

**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 May 2011

**1: Supervision and Operating Personnel**

<b><u>Manager</u></b>	<b><u>Pat Sliworsky</u></b>	<b><u>MRWMC</u></b>
<b><u>Landfill Operator</u></b>	<b><u>Neville Pomeroy</u></b>	<b><u>MRWMC</u></b>
<b><u>Equipment Operator</u></b>	<b><u>Nels Lizotte</u></b>	<b><u>MRWMC</u></b>
<b><u>Administrative/Financial Assistant</u></b>	<b><u>Kathy Bancarz</u></b>	<b><u>MRWMC</u></b>
<b><u>Summer Student</u></b>	<b><u>Adam Shanks</u></b>	<b><u>MRWMC</u></b>

**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**

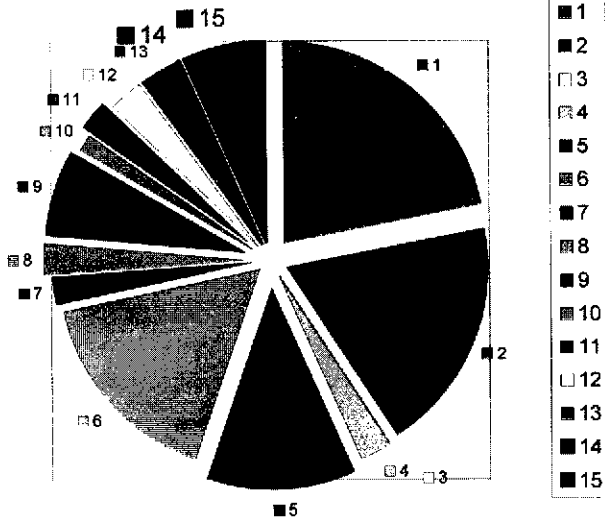
- Litter fences are moved to appropriate locations
- White goods are being stored for future recycling off site
- Metal is being stored for future recycling off site

**Mackenzie Regional Waste Management Commission**  
**Monthly Reporting Summary**  
**Month May 2011**

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

**Mackenzie Regional Landfill**

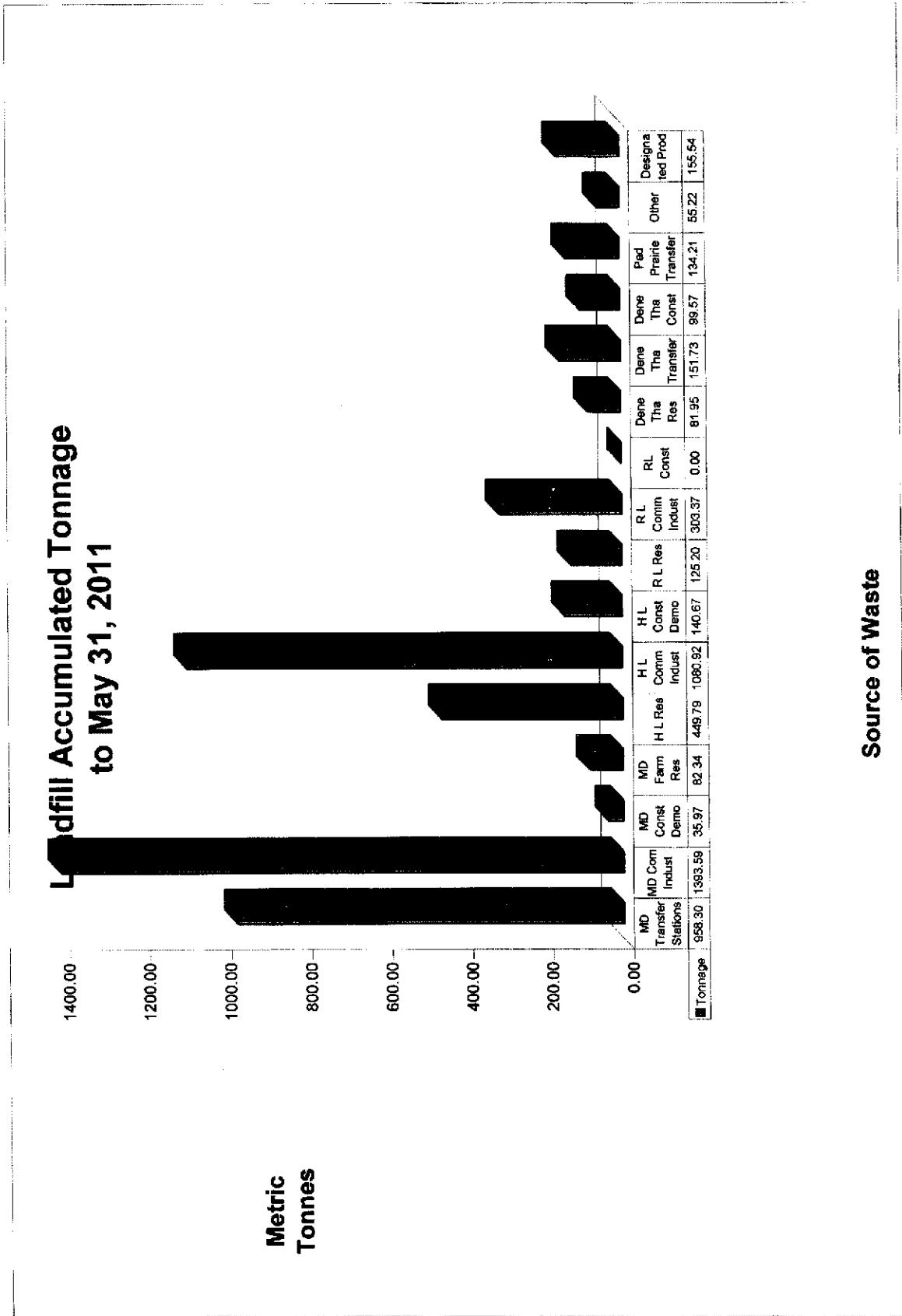
**Waste Received  
May 2011**



<b>Waste Volume Legend</b>	<b>Metric Tonne</b>	<b>% of Total</b>	<b>Legend</b>
MD #23 Transfer Stations	323.63	22%	1
MD #23 Commercial - Industrial	276.17	19%	2
MD #23 Construction - Demolition	0.00	0%	3
MD #23 Farm Residential	37.59	3%	4
H L Residential	174.41	12%	5
H L Commercial-Industrial	239.37	16%	6
H L Construction-Demolition	32.02	2%	7
R L Residential	37.65	3%	8
R L Commercial-Industrial	99.96	7%	9
Dene Tha Residential	23.66	2%	10
Dene Tha Transfer	35.75	2%	11
Dene Tha Const./Demo.	41.93	3%	12
Paddle Transfer	42.51	3%	13
Non-Members	6.55	0%	14
Products to Designated Areas	96.05	7%	15
<b>Total</b>	<b>1467.24</b>	<b>100%</b>	

**Items not included in chart**

Soil with Hydrocarbons	38.74
DIRT	14.18



## Mackenzie Regional Waste Management Commission Summary of Waste Received in 2011 - Sorted by Area - per Metric Tonne

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Mackenzie County	130.32	109.16	153.69	241.52	323.63								988.30
Transfer Stations	212.54	240.58	375.58	288.72	276.17								1393.59
Commercial - Industrial	2.47	21.52	11.98	0.00	0.00								35.97
Construction - Demolition	13.72	13.16	6.21	11.86	37.59								82.34
Farm Residential	359.05	384.42	547.48	541.90	637.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,470.20
<b>Total Mackenzie County</b>													449.79
Town of High Level	57.23	52.29	69.89	95.97	174.41								1080.92
Residential	182.17	185.08	235.66	239.37	239.37								140.87
Commercial - Industrial	2.84	3.93	25.15	76.73	32.02								1,871.38
Construction - Demolition	242.24	241.30	330.70	411.34	445.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total High Level</b>													125.20
Town of Rainbow Lake	19.13	17.35	28.38	24.66	37.65								303.37
Residential	45.81	52.70	46.16	58.74	99.96								0.00
Commercial - Industrial	0.00	0.00	0.00	0.00	0.00								0.00
Construction - Demolition	64.94	70.05	72.54	83.43	137.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	428.67
<b>Total Rainbow Lake</b>													81.95
Dene Tha First Nations	12.07	14.89	13.09	18.44	23.68								151.73
Residential	26.46	20.85	33.26	35.71	35.75								99.57
Transfer Station	16.58	14.33	18.30	8.43	41.93								333.25
Construction - Demolition	55.11	49.97	64.65	82.16	101.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>Total Dene Tha</b>													134.21
Paddle Prairie Metis Settlement	17.34	17.27	26.92	30.16	42.51								134.21
Transfer Station	17.34	17.27	26.92	30.16	42.51								55.22
<b>Total Paddle Prairie</b>													58.22
Others	10.87	17.98	9.98	9.84	6.55								66.22
Non-members	10.87	17.98	9.98	9.84	6.55								66.22
<b>Total Others</b>													6,092.83
<b>Total Waste Deposited in Pit</b>	749.56	780.99	1,062.25	1,158.86	1,371.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Products to Designated Area	0.08	0.21	0.85	0.03	3.98								5.15
E-waste, electronics	7.51	0.00	0.00	10.25	0.00								17.76
Liquid Sump	3.06	1.36	2.65	8.32	44.29								58.68
Wooden Burnable	0.00	0.00	0.00	0.00	0.00								0.00
Pesticide Containers	0.00	0.04	0.28	1.31	2.06								3.67
Batteries	1.30	2.06	0.29	2.22	9.79								15.66
Tires	2.54	1.23	1.43	2.57	13.49								21.26
White Goods/Assorted metals	0.05	0.00	0.00	0.14	0.41								0.60
HH Waste & Paint	0.00	0.00	4.69	4.82	12.81								22.32
Compost	0.03	0.00	0.00	0.00	0.02								0.05
Oil Filter/Oil Containers	0.00	0.00	0.00	0.00	9.20								9.20
Asbestos	0.09	0.00	0.00	0.10	0								0.19
Animals-haulers responsible for													
<b>Total to Designated Areas</b>	14.66	4.90	10.17	28.76	96.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	165.64
Products Diverted for Recycle	3.95	3.54	7.52	10.95	42.15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.11
<b>2011 Monthly Total by Weight</b>	714.21	785.89	1,062.42	1,168.61	1,487.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,248.37
<b>2010 Monthly Total by Weight</b>	754.73	763.55	1,004.15	1,014.76	1,143.41	1,353.80	1,360.74	1,285.05	1,207.48	1,194.08	870.15	867.45	12,939.14
<b>2009 Monthly Total by Weight</b>	893.65	815.94	943.05	974.85	1,531.73	1,296.24	1,274.90	1,143.22	1,288.22	1,228.99	852.40	786.45	15,799.54
Soil with Hydrocarbons	28.88	40.89	38.82	31.33	38.74	0	0	0	0	0	0	0	178.66
DIRT	0	0	0	3.76	14.18	0	0	0	0	0	0	0	17.93

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

**Monthly Operations Report and Summary**

**Month of June 2011**

**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 June 2011

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<u>Equipment Operator</u>	<u>Nels Lizotte</u>	<u>MRWMC</u>
<u>Administrative/Financial Assistant</u>	<u>Kathy Bancarz</u>	<u>MRWMC</u>
<u>Summer Student</u>	<u>Adam Shanks</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**

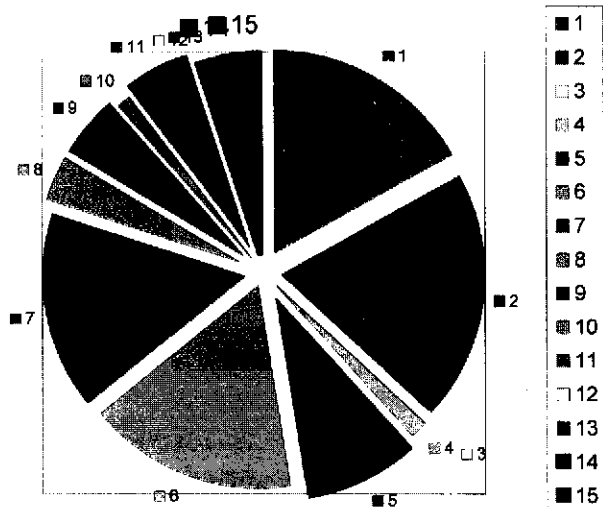
- Litter fences are moved to appropriate locations
- White goods are being stored for future recycling off site
- Metal is being stored for future recycling off site

**Mackenzie Regional Waste Management Commission**  
**Monthly Reporting Summary**  
**Month June 2011**

<b>Monitoring Parameters</b>	<b>Frequency</b>	<b>Method</b>	<b>Sampling Location</b>	<b>Reporting Method</b>	<b>Attachment of Action</b>
<b>Weight &amp; type of waste received</b>	Daily, per load	Landfill Weigh Scale	Landfill Entrance	Scale Record per load	Attached Waste Received Report
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<b>Cover Thickness</b>	Daily	Observation	Active portion of cell	Operating Record	None, using dirt as daily cover
<b>Working Face Width</b>	Daily	Observation	Active portion of cell	Operating Record	75ft working face, monitored
<b>Leachate level monitoring</b>	Per operation plan	Measurement	Leachate storage pond or cell	Operating Record	Annual reporting
<b>Leachate analysis</b>	Per operation plan	Grab Sample	Leachate storage pond or cell	Operating Record	none
<b>Volume of leachate removed</b>	As removed	Measurement	Leachate storage pond or cell	Operating Record	none
<b>Surface Monitoring</b>	Surface water monitoring plan	Observation	Active portion of cell	Operating Record	Daily
<b>Intermidlate cover</b>	When cover applied	Observation	Completeion of cell	Operating Record	none
<b>Final cover</b>	Cell Closure	Survey cores and test pits	Completion of cell	Survey Record	none
<b>Groundwater monitoring</b>	Per GWP as amended	Measurement and grab sample	Groundwater monitoring wells	Operating Record	Annual reporting

### Mackenzie Regional Landfill

#### Waste Received June 2011

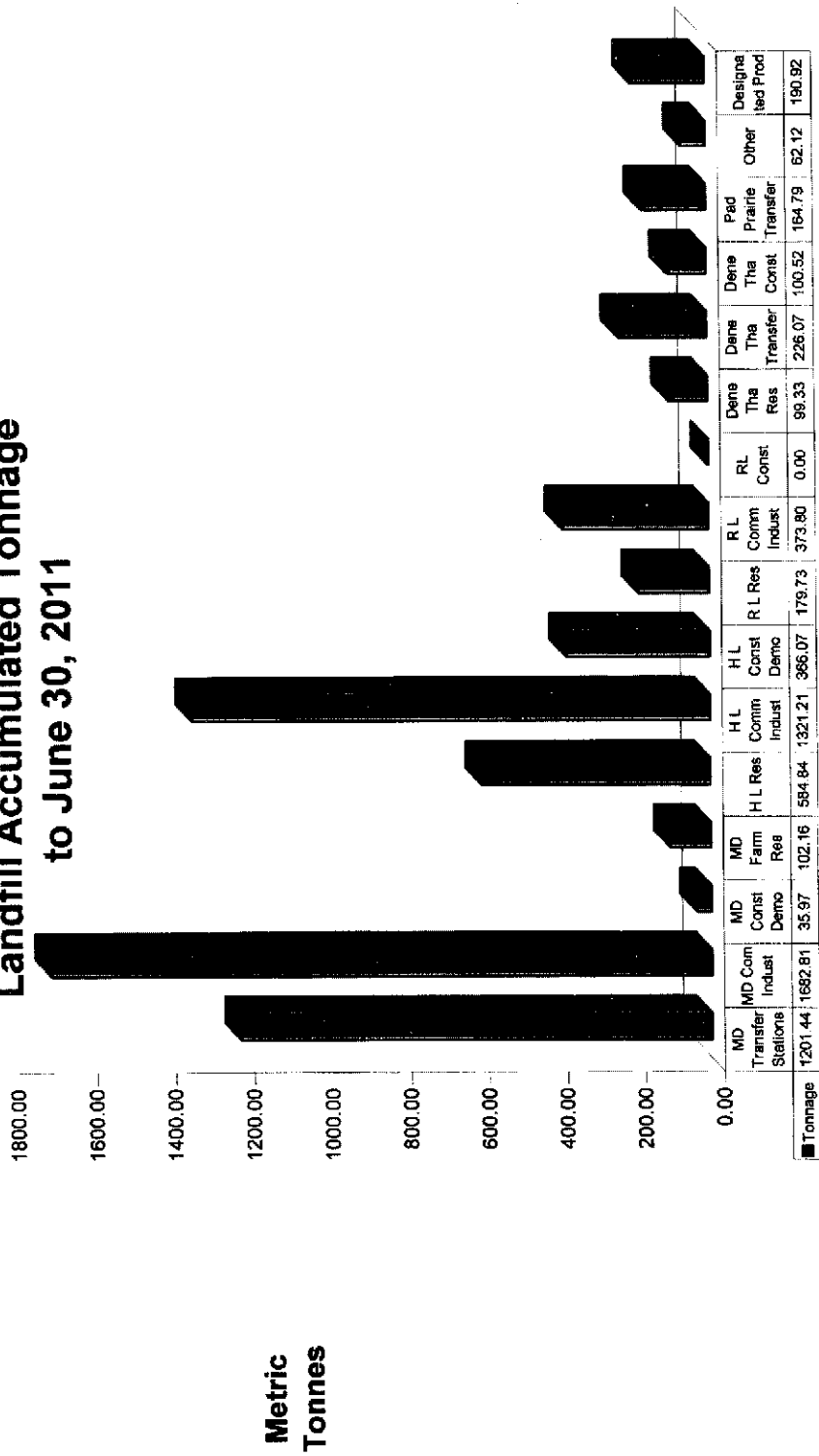


<b>Waste Volume Legend</b>	<b>Metric Tonne</b>	<b>% of Total</b>	<b>Legend</b>
MD #23 Transfer Stations	243.13	17%	1
MD #23 Commercial - Industrial	289.22	20%	2
MD #23 Construction - Demolition	0.00	0%	3
MD #23 Farm Residential	19.82	1%	4
H L Residential	135.05	9%	5
H L Commercial-Industrial	240.29	17%	6
H L Construction-Demolition	225.40	16%	7
R L Residential	54.53	4%	8
R L Commercial-Industrial	70.43	5%	9
Dene Tha Residential	17.38	1%	10
Dene Tha Transfer	74.35	5%	11
Dene Tha Const./Demo.	0.95	0%	12
Paddle Transfer	30.59	2%	13
Non-Members	6.90	0%	14
Products to Designated Areas	35.38	2%	15
<b>Total</b>	<b>1443.41</b>	<b>100%</b>	

**Items not included in chart**

Soil with Hydrocarbons	31.19
DIRT	35.56

### Landfill Accumulated Tonnage to June 30, 2011



Source of Waste

## Mackenzie Regional Waste Management Commission Summary of Waste Received in 2011 - Sorted by Area - per Metric Tonne

	January	February	March	April	May	June	July	August	September	October	November	December	Total
<b>Mackenzie County</b>													
Transfer Stations	130.32	109.16	153.69	241.52	323.63	243.13							1201.44
Commercial - Industrial	212.54	240.58	375.58	288.72	276.17	289.22							1692.81
Construction - Demolition	2.47	21.52	11.98	0.00	0.00	0.00							35.97
Farm Residential	13.72	13.16	6.21	11.66	37.59	19.82							102.16
<b>Total Mackenzie County</b>	<b>369.05</b>	<b>384.42</b>	<b>547.46</b>	<b>541.90</b>	<b>637.38</b>	<b>562.17</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>3,022.37</b>
<b>Town of High Level</b>													
Residential	57.23	52.29	69.89	95.97	174.41	135.05							584.84
Commercial - Industrial	182.17	185.08	235.66	238.64	238.37	240.29							1321.21
Construction - Demolition	2.84	3.93	25.15	78.75	32.02	225.40							386.07
<b>Total High Level</b>	<b>242.24</b>	<b>241.30</b>	<b>330.70</b>	<b>411.34</b>	<b>445.80</b>	<b>600.74</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>2,272.12</b>
<b>Town of Rainbow Lake</b>													
Residential	19.13	17.35	26.38	24.89	37.65	54.53							179.73
Commercial - Industrial	45.81	52.70	46.16	58.74	99.96	70.43							373.80
Construction - Demolition	0.00	0.00	0.00	0.00	0.00	0.00							0.00
<b>Total Rainbow Lake</b>	<b>64.94</b>	<b>70.05</b>	<b>72.54</b>	<b>83.43</b>	<b>137.61</b>	<b>124.96</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>553.53</b>
<b>Dene Tha First Nations</b>													
Residential	12.07	14.69	13.09	18.44	23.88	17.38							96.33
Transfer Station	26.46	20.95	33.26	36.31	35.75	74.35							226.07
Construction - Demolition	16.98	14.33	18.30	8.43	41.93	0.95							100.52
<b>Total Dene Tha</b>	<b>55.11</b>	<b>49.97</b>	<b>64.65</b>	<b>62.18</b>	<b>101.54</b>	<b>92.68</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>425.92</b>
<b>Paddle Prairie Metis Settlement</b>													
Transfer Station	17.34	17.27	26.92	30.16	42.51	30.59							164.79
<b>Total Paddle Prairie</b>	<b>17.34</b>	<b>17.27</b>	<b>26.92</b>	<b>30.16</b>	<b>42.51</b>	<b>30.59</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>164.79</b>
<b>Others</b>													
Non-members	10.87	17.99	9.98	9.84	6.55	6.90							62.12
Total Others	10.87	17.99	9.98	9.84	6.55	6.90							62.12
<b>Total Waste Deposited in PR</b>	<b>749.55</b>	<b>780.99</b>	<b>1,052.25</b>	<b>1,138.86</b>	<b>1,371.19</b>	<b>1,408.03</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>6,500.88</b>
<b>Products to Designated Area</b>													
E-waste, electronics	0.08	0.21	0.85	0.03	3.96	0.31							5.46
Liquid Sump	7.51	0.00	0.00	10.25	0.00	2.57							20.33
Wooden Burnable	3.06	1.36	2.65	8.32	44.29	18.73							78.41
Pesticide Containers	0.00	0.00	0.00	0.00	0.00	0.19							0.19
Batteries	0.00	0.04	0.26	1.31	2.08	0.46							4.13
Tires	1.30	2.06	0.29	2.22	9.79	5.63							21.29
White Goods/Assorted metals	2.54	1.23	1.43	2.57	13.49	4.05							25.31
HH Waste & Paint	0.05	0.00	0.00	0.14	0.41	0.09							0.69
Compost	0.00	0.00	4.69	4.82	12.81	3.81							25.63
Oil Filler/Oil Containers	0.03	0.00	0.00	0.00	0.02	0.03							0.08
Asbestos	0.00	0.00	0.00	0.00	9.20	0.00							9.20
Animals-haulers responsible for	0.09	0.00	0.00	0.10	0	0.01							0.2
<b>Total to Designated Areas</b>	<b>14.86</b>	<b>4.90</b>	<b>10.17</b>	<b>29.76</b>	<b>96.05</b>	<b>35.38</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>180.92</b>
<b>Products Diverted for Recycle</b>	<b>3.95</b>	<b>3.54</b>	<b>7.52</b>	<b>10.95</b>	<b>42.15</b>	<b>13.79</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>81.90</b>
<b>2011 Monthly Total by Weight</b>	<b>764.21</b>	<b>785.88</b>	<b>1,062.42</b>	<b>1,168.61</b>	<b>1,487.24</b>	<b>1,443.41</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>6,681.78</b>
<b>2010 Monthly Total by Weight</b>	<b>734.73</b>	<b>763.55</b>	<b>1,004.15</b>	<b>1,014.76</b>	<b>1,143.41</b>	<b>1,353.60</b>	<b>1,390.74</b>	<b>1,295.05</b>	<b>1,207.48</b>	<b>1,194.08</b>	<b>970.15</b>	<b>867.45</b>	<b>12,939.14</b>
<b>2009 Monthly Total by Weight</b>	<b>893.65</b>	<b>615.94</b>	<b>943.06</b>	<b>974.85</b>	<b>1,531.73</b>	<b>1,295.24</b>	<b>1,274.80</b>	<b>1,143.22</b>	<b>1,288.22</b>	<b>1,228.99</b>	<b>892.40</b>	<b>798.45</b>	<b>15,793.54</b>
<b>Soil with Hydrocarbons</b>	<b>28.88</b>	<b>40.89</b>	<b>38.82</b>	<b>31.33</b>	<b>38.74</b>	<b>31.19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>208.85</b>
<b>DIRT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3.76</b>	<b>14.18</b>	<b>35.56</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53.49</b>

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

**Monthly Operations Report and Summary**

**Month of July 2011**

**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 2011

**1: Supervision and Operating Personnel**

<u>Manager</u>	<u>Pat Sliworsky</u>	<u>MRWMC</u>
<u>Landfill Operator</u>	<u>Neville Pomeroy</u>	<u>MRWMC</u>
<u>Equipment Operator</u>	<u>Nels Lizotte</u>	<u>MRWMC</u>
<u>Administrative/Financial Assistant</u>	<u>Kathy Bancarz</u>	<u>MRWMC</u>
<u>Summer Student</u>	<u>Adam Shanks</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**

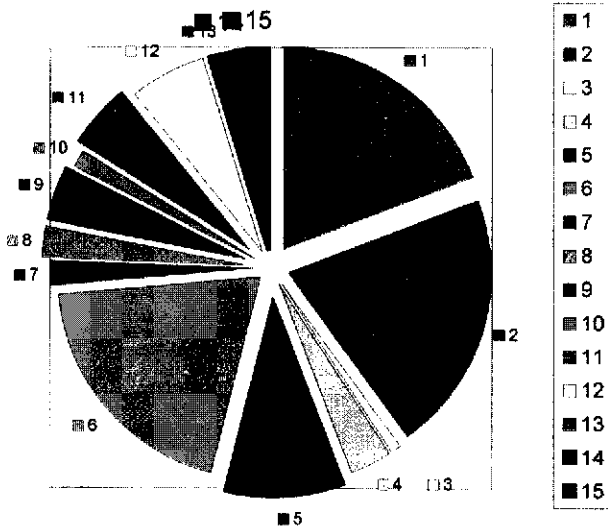
**6: Special Activities**      Litter fences are moved to appropriate locations  
White goods are being stored for future recycling off site  
Metal is being stored for future recycling off site

**Mackenzie Regional Waste Management Commission**  
**Monthly Reporting Summary**  
**Month July 2011**

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

**Mackenzie Regional Landfill**

**Waste Received  
July 2011**

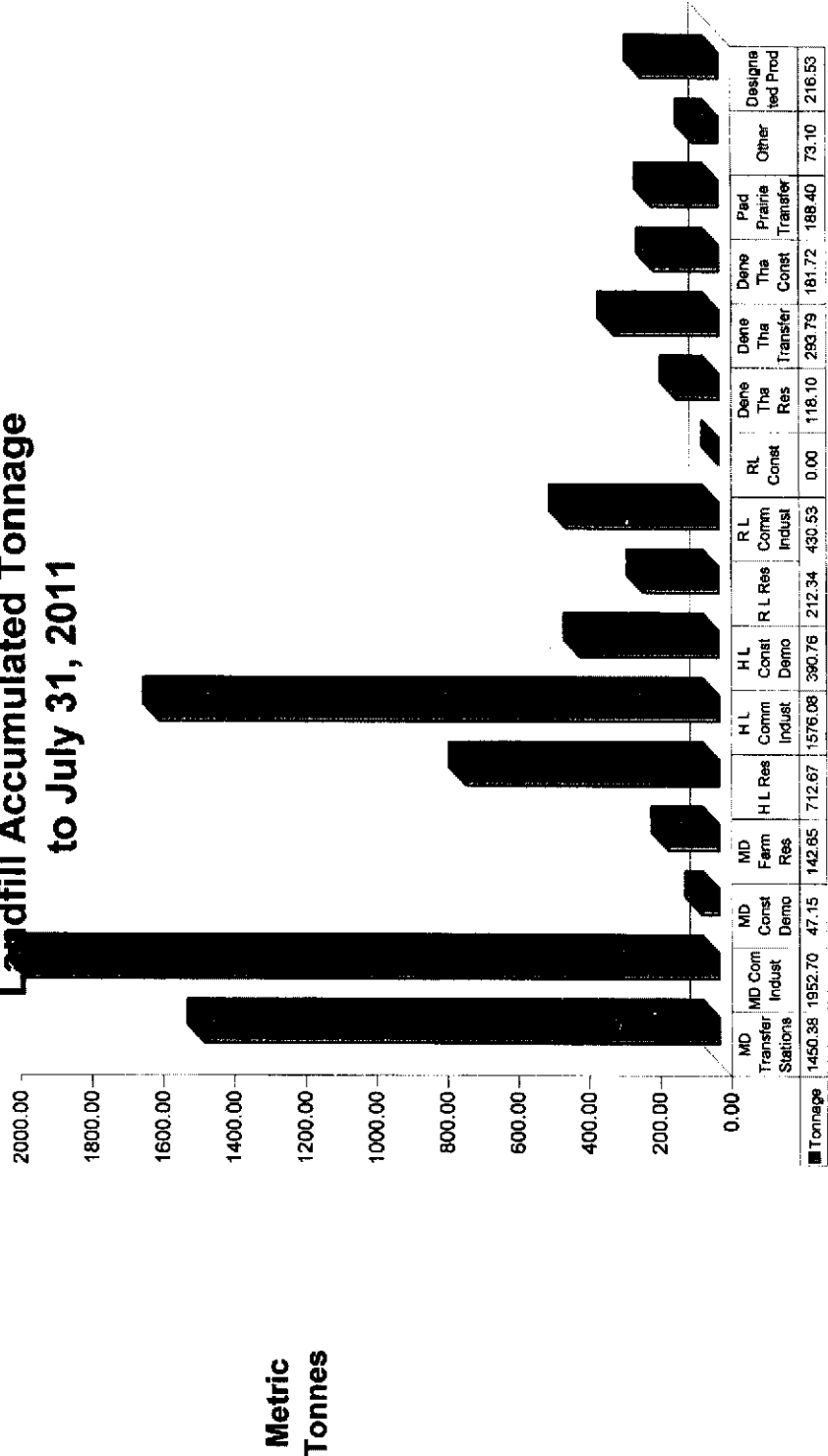


<b>Waste Volume Legend</b>	<b>Metric Tonne</b>	<b>% of Total</b>	<b>Legend</b>
MD #23 Transfer Stations	248.94	19%	1
MD #23 Commercial - Industrial	269.90	21%	2
MD #23 Construction - Demolition	11.18	1%	3
MD #23 Farm Residential	40.50	3%	4
H L Residential	127.83	10%	5
H L Commercial-Industrial	254.87	20%	6
H L Construction-Demolition	24.69	2%	7
R L Residential	32.61	3%	8
R L Commercial-Industrial	56.73	4%	9
Dene Tha Residential	18.77	1%	10
Dene Tha Transfer	67.72	5%	11
Dene Tha Const./Demo.	81.20	6%	12
Paddle Transfer	23.61	2%	13
Non-Members	10.98	1%	14
Products to Designated Areas	25.61	2%	15
<b>Total</b>	<b>1295.13</b>	<b>100%</b>	

**Items not included in chart**

Soil with Hydrocarbons	47.69
DIRT	19.13

### Landfill Accumulated Tonnage to July 31, 2011



**Source of Waste**

**Mackenzie Regional Waste Management Commission  
Summary of Waste Received in 2011 - Sorted by Area - per Metric Tonne**

	January	February	March	April	May	June	July	August	September	October	November	December	Total
<b>Mackenzie County</b>													
Transfer Stations	130.32	109.16	153.69	241.52	323.63	243.13	248.94						1450.38
Commercial - Industrial	212.64	240.58	375.58	288.72	276.17	288.22	269.90						1952.70
Construction - Demolition	2.47	21.52	11.98	0.00	0.00	0.00	11.18						47.15
Farm Residential	13.72	13.16	6.21	11.66	37.59	19.82	40.50						142.65
<b>Total Mackenzie County</b>	<b>369.06</b>	<b>364.42</b>	<b>547.46</b>	<b>541.90</b>	<b>637.38</b>	<b>552.17</b>	<b>570.51</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,592.88</b>
<b>Town of High Level</b>													
Residential	57.23	52.29	69.69	95.97	174.41	135.05	127.83						712.67
Commercial - Industrial	182.17	185.08	235.66	238.64	239.37	240.29	254.87						1576.08
Construction - Demolition	2.84	3.93	25.15	76.73	32.02	225.40	24.69						390.78
<b>Total High Level</b>	<b>242.24</b>	<b>241.30</b>	<b>330.70</b>	<b>411.34</b>	<b>445.80</b>	<b>600.74</b>	<b>407.39</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,679.51</b>
<b>Town of Rainbow Lake</b>													
Residential	19.13	17.35	28.38	24.69	37.65	54.53	32.61						212.34
Commercial - Industrial	45.81	52.70	46.16	58.74	99.96	70.43	96.73						430.53
Construction - Demolition	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
<b>Total Rainbow Lake</b>	<b>64.94</b>	<b>70.05</b>	<b>72.64</b>	<b>83.43</b>	<b>137.61</b>	<b>124.96</b>	<b>89.34</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>642.87</b>
<b>Dene Tha First Nations</b>													
Residential	12.07	14.69	13.09	18.44	23.66	17.38	18.77						118.10
Transfer Station	26.46	20.95	33.26	35.31	35.75	74.35	67.72						293.79
Construction - Demolition	16.58	14.33	18.30	8.43	41.93	0.95	81.20						181.72
<b>Total Dene Tha</b>	<b>55.11</b>	<b>49.97</b>	<b>64.66</b>	<b>62.18</b>	<b>101.34</b>	<b>92.68</b>	<b>167.69</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>593.61</b>
<b>Paddle Prairie Mills Settlement</b>													
Transfer Station	17.34	17.27	26.92	30.16	42.51	30.58	23.61						186.40
<b>Total Paddle Prairie</b>	<b>17.34</b>	<b>17.27</b>	<b>26.92</b>	<b>30.16</b>	<b>42.51</b>	<b>30.58</b>	<b>23.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>186.40</b>
<b>Others</b>													
Non-members	10.87	17.98	9.98	9.84	6.55	6.90	10.98						73.10
<b>Total Others</b>	<b>10.87</b>	<b>17.98</b>	<b>9.98</b>	<b>9.84</b>	<b>6.55</b>	<b>6.90</b>	<b>10.98</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>73.10</b>
<b>Total Waste Deposited in Pit</b>	<b>749.55</b>	<b>780.99</b>	<b>1,062.26</b>	<b>1,138.65</b>	<b>1,371.19</b>	<b>1,405.03</b>	<b>1,269.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,770.38</b>
<b>Products to Designated Area</b>													
E-waste, electronics	0.08	0.21	0.65	0.03	3.98	0.31	1.53						6.99
Liquid Sump	7.51	0.00	0.00	10.25	0.00	2.57	0.79						21.12
Wooden Burnable	3.08	1.96	2.65	8.32	44.29	18.73	12.07						90.48
Pesticide Containers	0.00	0.00	0.00	0.00	0.00	0.18	0.08						0.27
Batteries	0.00	0.04	0.28	1.31	2.05	0.46	0.12						4.25
Tires	1.30	2.06	0.28	2.22	9.79	5.63	1.37						22.68
White Goods/Assorted metals	2.54	1.23	1.43	2.57	13.49	4.05	1.53						26.84
HH Waste & Paint	0.05	0.00	0.00	0.14	0.41	0.09	0.06						0.75
Compost	0.00	0.00	4.69	4.62	12.81	3.31	2.11						27.74
Oil Filter/Oil Containers	0.03	0.00	0.00	0.00	0.02	0.03	0.00						0.08
Asbestos	0.00	0.00	0.00	0.00	9.20	0.00	5.85						15.15
Animals-haulers responsible for	0.09	0.00	0.00	0.10	0.00	0.01	0.00						0.2
<b>Total to Designated Area</b>	<b>14.68</b>	<b>4.90</b>	<b>10.17</b>	<b>29.76</b>	<b>96.05</b>	<b>35.38</b>	<b>25.61</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>216.53</b>
<b>Products Diverted for Recycle</b>													
2011 Monthly Total by Weight	764.21	785.89	1,062.42	1,168.61	1,467.24	1,443.41	1,295.13						7,986.81
2010 Monthly Total by Weight	734.73	763.55	1,004.15	1,014.76	1,143.41	1,353.60	1,380.74	1,295.05	1,207.48	1,184.08	970.15	887.46	12,936.14
2009 Monthly Total by Weight	893.65	815.94	843.05	974.85	1,551.73	1,256.24	1,274.90	1,143.22	1,288.22	1,228.99	892.40	798.45	16,736.54
<b>Soil with Hydrocarbons</b>	<b>28.85</b>	<b>40.89</b>	<b>38.82</b>	<b>31.33</b>	<b>38.74</b>	<b>31.18</b>	<b>47.69</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>257.54</b>
<b>DIRT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3.76</b>	<b>14.18</b>	<b>35.56</b>	<b>19.13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>72.62</b>

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

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

**Recommendation:**

Adoption of the Financial Report.

**Comments:**

**Date:** September 10, 2011  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:** Kathy Bancarz, Administrative/Financial Assistant

**Mackenzie Regional Waste Management Commission**  
**Comparative Balance Sheet**  
**July 31, 2011**

	31-Jul-11	31-Jul-10
<b>Assets</b>		
<b>Current Assets</b>		
Chequing Account	246,360.63	157,499.58
Short Term Investments	763,026.35	437,674.15
Petty Cash	100.00	100.00
Undeposited Funds	5.25	16.55
<b>Total Cash</b>	<b>1,009,492.23</b>	<b>595,290.28</b>
Accounts Receivable	150,901.14	237,964.89
Allowance For Doubtful Accounts	(33.81)	(631.64)
Accrued Return on Investments	0.00	0.00
Security Deposits	700.00	700.00
<b>Total Receivables</b>	<b>151,567.33</b>	<b>238,033.25</b>
Prepaid Insurance	1,980.57	2,315.94
Prepaid Land Lease	698.50	698.50
Prepaid Promotion	80.00	80.00
Prepaid Membership Fees	239.71	206.01
Prepaid Conference Fees	525.00	0.00
Prepaid Telephone	94.70	209.70
Prepaid Rental Fees	33.34	33.32
<b>Total Prepaid Assets</b>	<b>3,651.82</b>	<b>3,543.47</b>
Inventory Assets, Composters	40.00	120.00
<b>Total Current Assets</b>	<b>1,164,751.38</b>	<b>836,987.00</b>
<b>Long Term Investments</b>		
Term Deposit Investments	556,853.05	520,463.59
<b>Total Long Term Investments</b>	<b>556,853.05</b>	<b>520,463.59</b>
<b>Capital Assets</b>		
Building Assets	294,653.74	294,653.74
Accumulated Amortization	(169,352.71)	(154,218.77)
<b>Net - Building Assets</b>	<b>125,301.03</b>	<b>140,434.97</b>
Engineering Structures	2,251,683.78	2,251,683.78
Accumulated Amortization	(1,644,072.36)	(1,564,391.07)
<b>Net - Engineering Structures</b>	<b>607,611.42</b>	<b>687,292.71</b>
Furniture and Equipment	75,649.93	73,619.96
Accumulated Amortization	(56,953.99)	(55,373.19)
<b>Net - Furniture and Equipment</b>	<b>18,695.94</b>	<b>18,246.77</b>
Machinery and Equipment	748,263.99	729,090.40
Accumulated Amortization	(217,920.87)	(170,607.50)
<b>Net - Machinery and Equipment</b>	<b>530,343.12</b>	<b>558,482.90</b>
<b>Total Capital Assets</b>	<b>1,281,951.51</b>	<b>1,404,457.35</b>
<b>TOTAL ASSETS</b>	<b>3,003,555.94</b>	<b>2,761,907.94</b>

	31-Jul-11	31-Jul-10
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts Payable	18,316.90	23,720.28
Accounts Payable - Other	547.39	547.39
Credit Card Payable	698.46	308.53
Current Portion of Long Term Debt	17,920.82	17,142.06
Accrued Equipment Repair Expense	0.00	0.00
Accrued Labour Expense	0.00	0.00
Accrued Payroll	7,596.94	7,506.88
Accrued Rental Fees	30.00	15.00
Accrued Utilities	310.53	270.78
Accrued WCB Premiums	693.78	539.50
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	0.16	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	232.74	161.10
GST Charged on Sales	2,988.47	6,215.20
GST Adjustments	1.31	0.00
GST Paid on Purchases	(753.75)	(859.98)
<b>Total Current Liabilities</b>	<b>48,583.75</b>	<b>55,566.74</b>
<b>Long Term Liabilities</b>		
Debenture Payable	249,185.86	284,633.79
Deferred Contributions - Cap. Asset	42,444.04	49,894.35
Landfill Reclamation - Funded	556,853.05	520,463.59
Landfill Reclamation - Unfunded	1,286,302.42	1,268,072.89
<b>Total Long Term Liabilities</b>	<b>2,134,785.37</b>	<b>2,123,064.62</b>
<b>TOTAL LIABILITIES</b>	<b>2,183,369.12</b>	<b>2,178,631.36</b>
<b>EQUITY</b>		
<b>Equity</b>		
Equity in Capital Assets	1,013,702.88	1,123,896.88
General Landfill Reserve	449,446.79	339,398.52
<b>Total Equity</b>	<b>1,463,149.67</b>	<b>1,463,295.40</b>
<b>Unrestricted Net Assets</b>		
Previous Year	(704,905.89)	(973,652.81)
Current	61,943.04	93,633.99
<b>Total Unrestricted Net Assets</b>	<b>(642,962.85)</b>	<b>(880,018.82)</b>
<b>TOTAL EQUITY</b>	<b>820,186.82</b>	<b>583,276.58</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>3,003,555.94</b>	<b>2,761,907.94</b>

**Mackenzie Regional Waste Management Commission  
Comparative Income Statement  
For The Seven Months Ended July 31, 2011**

<b>REVENUE</b>	<b>BUDGET 2011</b>	<b>ACTUAL 31-Jul-11</b>	<b>ACTUAL 31-Jul-10</b>
<b>Tipping Fees</b>			
County Transfer Stations	129,358.95	71,431.15	73,431.29
County Commercial/Industrial	139,058.35	96,213.46	81,209.13
County Construction/Demolition	6,765.51	2,400.00	2,896.41
County Farm Residential	11,794.56	7,658.68	7,381.07
<b>Total County Revenue</b>	<b>286,977.37</b>	<b>177,703.29</b>	<b>164,917.90</b>
High Level Residential	68,419.77	39,056.35	39,064.07
High Level Commercial/Industrial	132,568.88	78,689.80	77,881.72
High Level Construction/Demolition	18,821.75	19,439.66	10,971.50
<b>Total High Level Revenue</b>	<b>219,810.40</b>	<b>137,185.81</b>	<b>127,917.29</b>
Rainbow Lake Residential	14,300.81	10,461.31	8,169.64
Rainbow Lake Commercial/Industrial	34,110.00	21,203.66	19,017.08
<b>Total Rainbow Lake Revenue</b>	<b>48,410.81</b>	<b>31,664.97</b>	<b>27,186.72</b>
Dene Tha Residential	28,520.03	16,597.10	16,585.45
Dene Tha Construction/Demolition	19,554.38	26,728.80	9,646.85
Dene Tha Transfer Station	57,679.94	41,131.72	34,057.57
<b>Total Dene Tha Revenue</b>	<b>105,754.35</b>	<b>84,457.62</b>	<b>60,289.87</b>
Paddle Prairie Transfer Station	<b>44,192.66</b>	<b>26,376.00</b>	<b>25,401.49</b>
Non Members	<b>25,000.00</b>	<b>11,067.00</b>	<b>32,043.50</b>
Contaminated Soil	<b>5,000.00</b>	<b>2,406.69</b>	<b>50,670.01</b>
<b>Total Tipping Fees</b>	<b>735,145.59</b>	<b>470,861.38</b>	<b>488,426.78</b>
<b>Other Revenue</b>			
Funds From Reserve Account	48,600.00	0.00	16,416.50
Return on Long-term Investments	3,310.29	0.00	(1,931.00)
Interest Earned	366.62	1,874.89	172.19
Extra Work Charges	4,746.48	3,791.88	2,778.82
Batteries	1,200.00	2,440.00	698.00
Expense Reimbursements	7,070.00	363.25	5,360.25
STEP Program	2,450.00	0.00	0.00
WCB Dividends	0.00	1,416.44	0.00
WCB PIR Refund	1,027.17	386.68	1,027.17
AAMDC Dividends	279.12	318.50	279.12
Deferred Capital Contributions	7,450.29	4,346.00	4,346.00
Composter Sales	73.39	146.78	73.39
E-Waste	3,847.80	1,211.90	1,365.40
Paint / HH Waste Recycling	1,735.75	2,225.15	1,735.75
Surplus Transfer	44,575.44	44,575.44	0.00
Write Offs Recovered	0.00	26.10	0.00
<b>Total Other Revenue</b>	<b>126,732.35</b>	<b>63,123.01</b>	<b>32,321.59</b>
<b>TOTAL REVENUE</b>	<b>861,877.94</b>	<b>533,984.39</b>	<b>520,748.37</b>
<b>EXPENSES</b>			
<b>Operating Expenses</b>			
Administration & Service Fees	110.00	96.50	62.64

	<b>Budget 2011</b>	<b>31-Jul-11</b>	<b>31-Jul-10</b>
Advertising	1,000.00	490.02	584.40
Auditing Fees	16,000.00	0.00	0.00
Finning Maintenance / Labour	3,500.00	2,638.00	1,192.50
Flat Repairs	500.00	455.96	260.00
Oil Sampling	25.00	0.00	0.00
Steam Cleaning /Vehicle Wash	1,125.00	905.29	112.18
Vehicle Oil Changes	400.00	127.79	135.40
Welding Maintenance	8,000.00	752.26	188.82
Parts and Materials	10,000.00	7,610.41	4,167.93
Other Labour	1,500.00	703.36	2,326.86
Diesel (Dyed)	25,000.00	23,978.52	12,594.97
Gas	3,000.00	1,402.43	1,601.71
Oil, Grease & Anti-freeze	4,000.00	1,874.12	1,013.10
Building & Content Insurance	1,276.63	716.48	744.77
Equipment Insurance	860.91	489.96	502.20
Vehicle Insurance	218.00	115.50	127.18
General Liability Insurance	518.02	302.17	302.18
Contributed to Landfill Closure	55,811.29	32,556.59	30,887.36
Dry Cleaning	310.00	0.00	203.15
Land Lease Agreement	698.52	407.45	407.47
Legal Fees	105.00	101.68	101.72
Membership / Conf. Fees	1,200.00	644.25	983.62
Postage & Freight	2,000.00	768.90	901.17
Rental Fees	400.00	267.59	1,382.15
Survey for Annual Report	6,000.00	4,874.26	5,836.00
Coffee/Drinking Water Supplies	1,000.00	567.68	571.67
Janitorial Supplies	500.00	435.37	308.82
Office Supplies	4,000.00	1,854.33	2,050.85
Shop Supplies	1,000.00	761.28	457.15
Telephone & Communications	5,200.00	2,892.81	2,893.15
Tools Expense	400.00	147.48	15.26
Training and Education	1,000.00	975.00	0.00
Travel & Subsistence	7,000.00	3,852.93	2,550.18
Electrical	3,100.00	2,087.47	1,796.15
Heat	5,433.00	5,029.77	2,716.50
Water Tank Fills	1,700.00	1,251.50	980.00
Vehicle Lease	7,707.48	4,496.03	4,496.03
<b>Total Operating Expenses</b>	<b>181,598.85</b>	<b>106,631.14</b>	<b>85,455.24</b>
<b>Payroll Expenses</b>			
Wages and Salaries	282,857.23	161,830.96	161,215.80
Commission Members Per Diem	9,300.00	4,525.00	3,775.00
EI Expense	4,044.48	3,501.41	3,444.43
CPP Expense	7,626.84	6,867.68	6,704.69
WCB Expense	6,474.00	4,801.26	3,478.13
Employee Benefits	16,319.52	9,964.36	10,099.93
Pension Expense	25,870.18	15,550.63	14,836.43
Vacation Pay Expense	432.00	232.74	305.79
<b>Total Payroll Expenses</b>	<b>352,924.25</b>	<b>207,274.04</b>	<b>203,860.20</b>
<b>Site Maintenance and Repair</b>			
Building Repair	2,000.00	2,646.60	770.33
Ground Water	7,110.00	0.00	3,384.20

	<b>Budget 2011</b>	<b>31-Jul-11</b>	<b>31-Jul-10</b>
Leachate	5,000.00	5,596.40	4,169.75
Bin Rental	2,400.00	1,365.00	1,425.00
Recycling Expenses	9,000.00	6,759.85	4,887.33
Roads	3,200.00	3,046.80	2,693.00
Surface Water	230.00	192.56	216.15
Site Clean up	2,050.00	2,050.00	2,050.00
Signs	300.00	0.00	170.00
<b>Total Site Maintenance and Repair</b>	<b>31,290.00</b>	<b>21,657.21</b>	<b>19,765.76</b>
<b>Other Expenses</b>			
Amortization/Depreciation	142,400.73	84,375.68	83,067.09
Bank & Collection Charges	25.00	47.54	(14.98)
Bank Reconciliation Adjustments	0.00	0.00	0.00
Interest Expense	10,732.85	6,393.59	7,155.23
Uncollectible Accounts	100.00	78.46	428.21
Waste Hauling Study	0.00	0.00	19,588.38
Landfill Audit	0.00	0.00	4,500.00
Composters Cost of Goods Sold	0.00	120.00	40.00
Promotion	0.00	252.50	0.00
Safety Awards	400.00	272.50	0.00
Soil Testing (Hydrocarbons)	0.00	363.25	3,269.25
<b>Total Other Expenses</b>	<b>153,658.58</b>	<b>91,903.52</b>	<b>118,033.18</b>
<b>TOTAL EXPENSE</b>	<b>719,471.68</b>	<b>427,465.91</b>	<b>427,114.38</b>
<b>NET INCOME</b>	<b>142,406.26</b>	<b>106,518.48</b>	<b>93,633.99</b>
<b>Capital Expenditures</b>			
816-F2 Compactor (over 10 years)	35,447.93	17,527.11	16,765.47
Master Plan Review (due in 2010)	0.00	0.00	0.00
Future Excavation of Cell 5 (over 10 yrs)	25,000.00	0.00	0.00
Landfill Audit (Due in 2013)	3,000.00	0.00	0.00
Building Reserve	8,648.33	0.00	0.00
Equipment Reserve	14,010.00	0.00	0.00
Electric Perimeter Fence	5,000.00	0.00	0.00
Freon Removal Equipment Reserves	300.00	0.00	0.00
Metal Recycling (over 2 years)	0.00	0.00	0.00
Cover on Cell 4	48,600.00	0.00	0.00
Computer & Printer	1,600.00	1,229.97	0.00
Generator	800.00	800.00	0.00
Muffler for Track Loader	0.00	0.00	1,950.51
Repair Radiator on Track Loader	0.00	0.00	3,926.43
Final Drive Seals on Track Loader	0.00	0.00	5,187.91
Freon Removal Equipment	0.00	0.00	2,775.00
Front Idler Track Loader	0.00	0.00	9,508.27
Track Frame Repairs on Loader	0.00	9,485.43	0.00
Brake Repair on Backhoe	0.00	9,688.16	0.00
<b>Total Capital Expenditures</b>	<b>142,406.26</b>	<b>38,730.67</b>	<b>40,113.59</b>
<b>Net Income - Capital Expenditures</b>	<b>0.00</b>	<b>67,787.81</b>	<b>53,520.40</b>

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**  
**Minutes of June 11, 2011**

**Recommendation:**

Adoption of the minutes.

**Comments:**

**Date:** September 10, 2011  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:** Kathy Bancarz, Administrative/Financial Assistant



**Mackenzie Regional Waste Management Commission**

**Regular Meeting  
Stardust, Olivier Room  
10:00 a.m.  
June 11, 2011**

**MINUTES**

In Attendance	Peter Braun John Driedger Barry Gladders Rod Chalifoux	Mackenzie County Mackenzie County Town of High Level Town of High Level
Staff:	Pat Sliworsky Kathy Bancarz	Manager Administrative/Financial Assistant
Regrets:	Rose Cretney Gordon Ross	Town of Rainbow Lake Town of Rainbow Lake

**1. CALL TO ORDER**

Chairman Peter Braun called the meeting to order at 10:03 a.m.

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

12.1 Human Resource Policy

**3. ADOPTION OF AGENDA**

**Resolution #24-11**  
Moved by John Driedger  
THAT the agenda for the June 11, 2011 regular meeting be adopted as amended.

CARRIED

**4. DELEGATIONS**

There were none.

**5. REPORTS**

**5.1 Manager's Report**

Manager Pat Sliworsky updated the Board on the current happenings.

**Resolution #25-11**  
Moved by Rod Chalifoux  
THAT the Manager's Report be accepted for information.

CARRIED

**5.2 Financial Report**

**Resolution #26-11**

Moved by Barry Gladders

THAT the Financial Report be accepted for information.

CARRIED

**6. ADOPTION OF MINUTES**

**6.1 Minutes of April 9,  
2011**

**Resolution #27-11**

Moved by Rod Chalifoux

THAT the minutes of the April 9, 2011 Mackenzie Regional Waste Management Commission Regular Meeting be adopted as presented.

CARRIED

**7. BUSINESS ARISING FROM THE MINUTES**

**7.1 Reserve & Trust Fund  
Policy 24-05**

**Resolution #28-11**

Moved by John Driedger

THAT Manager Pat Sliworsky and Vice Chairman Barry Gladders review the policy and bring back options at the next meeting.

CARRIED

**8. NEW BUSINESS**

**8.1 Asbestos Policy 29-05**

**Resolution #29-11**

Moved by Rod Chalifoux

THAT the Commission accept the changes to the Special Waste, Asbestos Policy as recommended by the Manager.

CARRIED

**9. CORRESPONDENCE**

There were none.

**10. NOTICE OF MOTION**

There were none.

**11. NEXT MEETING**

**11.1 September 10, 2011**

**12. IN-CAMERA ITEMS**

**12.1 Human Resource  
Policy**

**Resolution #30-11**

Moved by John Driedger

THAT the Board go in-camera at 10:56 a.m.

CARRIED

**Resolution #31-11**

Moved by Rod Chalifoux

THAT the Board come out of camera at 11:08 a.m.

CARRIED

**Resolution #32-11**

Moved by Barry Gladders

THAT Manager Pat Sliworsky research the Long Term Service Awards Policies of the Town of High Level, Town of Rainbow Lake and the Mackenzie County, and bring back recommendations.

CARRIED

**13. ADJOURNMENT**

**Resolution #33-11**

Moved by Rod Chalifoux

THAT the meeting be adjourned at 11:09 a.m.

CARRIED

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Manager

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

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

**Issue:**  
Changes to the Reserve & Trust funds Policy 24-05

**Recommendation:**  
**THAT the Commission accept the changes to the Reserve & Trust funds Policy as recommended by the Manager.**

**Manager Comments:**  
Recommend changes in the policy as shown in the attached Draft version.

**Date:** September 10, 2011  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:** Barry Gladders, Vice-Chairman, & Richard Donaldson, Auditor

## Mackenzie Regional Waste Management Commission

**TITLE:** Reserve and Trust Fund Accounts  
**POLICY NO:** 24-05  
**RESCINDS:** N/A

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**Policy Objective:** To ensure the Commission is able to meet present and future financial obligations by establishing reserve funds.

**Policy Statement:**

The Commission shall establish and maintain trust funds, sufficient to meet defined and future financial obligations.

**Background:**

A Landfill Reserve was established to provide for capital expenditures at the landfill site.

**Responsibilities and Authorities:**

The Commission will establish the sources and level of funding to be deposited in each reserve fund.

The Administrative/Financial Assistant shall establish reserve funds, deposit and invest the money collecting in the funds, in a responsible manner as approved by the Commission.

The Administrative/Financial Assistant shall provide financial status reports to the Commission for each reserve fund on a regular basis, as directed by the Board.

	<b>DATE:</b>	<b>RES. NO.</b>
Approved	October 22, 2005	67-05
Amended	October 25, 2008	67-08
Amended		

DRAFT  
**Mackenzie Regional  
Waste Management Commission**

**TITLE:** Reserve and Trust Fund Accounts  
**POLICY NO:** 24-05  
**RESCINDS:** N/A

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**Policy Objective:**

To ensure the Commission is able to meet present and future financial obligations while retaining stable waste fees by establishing reserve funds.

**Policy Statement:**

The Commission shall establish and maintain trust funds, sufficient to meet defined and future financial obligations.

**Background:**

Landfill Reserves were established to provide for operating and closure/post-closure expenditures at the landfill site.

**Responsibilities and Authorities:**

The Commission will establish the sources and level of funding to be deposited in each reserve fund at the end of each fiscal year.

A reserve for operating expenditures will be placed in an unrestricted fund and a cap will be set at \$500,000. Future purchasing of equipment and buildings will be debentured. If debentured from this reserve fund, the payback must be before the end of the life of the item purchased including interest of prime rate + 3%.

A reserve for closure/post-closure expenditures will be placed in a separate restricted reserve fund as set by the Master Plan review dated October 2005. A debenture from this reserve is not recommended. If a debenture from this reserve is necessary, the payback must be within 5 years and include interest of prime rate + 3%.

The Administrative/Financial Assistant shall establish reserve funds, deposit and invest the money collecting in the funds, in a responsible manner as approved by the Commission.

The Administrative/Financial Assistant shall provide financial status reports to the Commission for each reserve fund on a regular basis, as directed by the Board.

	<b>DATE:</b>	<b>RES. NO.</b>
Approved	October 22, 2005	67-05
Amended	October 25, 2008	67-08
Amended		

MACKENZIE REGIONAL WASTE MANAGEMENT COMMISSION  
REQUEST FOR DECISION

**Issue:**  
**Long Term Service Awards**

**Recommendation:**

THAT the Board approve the recommendation by the Manager.

**Comments:**

Recommend that the Commission follow the Town of Rainbow Lake's policy.

**Date:** September 10, 2011  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:**

## Review of Long Term Service Awards

### Town of Rainbow Lake

Our HR policy states "Long Term service will be recognised in five (5) year increments".  
By resolution, Council has motioned to pay \$100 per year of service.  
These awards are usually given on the employee's anniversary date.

### Town of High Level

The service awards will consist of a *Certificate of Recognition* plus:

Five (5) Years	Gold 5 Year Pin and a Gift
Ten (10) Years	Gold 10 Year Pin with one diamond, and a Gift
Fifteen (15) Years	Gold 15 Year Pin with two diamonds, and a Gift
Twenty (20) Years	Gold 20 Year Pin with three diamonds, and a Gift

For budget purposes, depending on what style of pins you select (gold vs. silver vs. pewter), what awards you select etc - probably *ballpark*:

\$450 for 5yr awards

\$600 for 10yr

\$750 for 15yr

\$900 for 20yr

### Mackenzie County

Recipients of the "Years of Service Award Program" shall be presented with a gift for the appropriate year, and shall receive a gift of appreciation in the value identified as follows:

a) Full time staff shall receive a gift valued as outlined below subject to the number of continuous years of service:

5 Years \$100 Value gift

10 Years \$150 Value gift

15 Years \$200 Value gift

20 Years \$250 Value gift

25 Years \$300 Value gift

30 Years \$400 Value gift

Mackenzie Regional Waste Management Commission Jan 01, 2011 to Jul 31, 2011					
REVENUE					
		2010	2011 YTD	2011	2012
	<b>Tipping Fees</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>BUDGET</b>
1	County Transfer Stations	127,353.92	71,431.15	129,358.95	122,453.51
2	County Commercial/Industrial	144,155.89	96,213.46	139,058.35	164,863.67
3	County Construction/Demolition	6,030.21	2,400.00	6,765.51	3,980.81
4	County Farm Residential	13,107.82	7,658.68	11,794.56	12,043.74
5	<b>Total County Revenue</b>	<b>290,647.84</b>	<b>177,703.29</b>	<b>286,977.37</b>	<b>303,341.73</b>
6	High Level Residential	65,128.64	39,056.35	68,419.77	60,169.71
7	High Level Commercial/Industrial	132,830.27	78,689.80	132,568.88	133,066.18
8	High Level Construction/Demolition	15,833.71	19,439.66	18,821.75	32,991.31
9	<b>Total High Level Revenue</b>	<b>213,792.62</b>	<b>137,185.81</b>	<b>219,810.40</b>	<b>226,227.20</b>
10	Rainbow Lake Residential	14,768.69	10,461.31	14,300.81	17,927.56
11	Rainbow Lake Commercial/Industrial	35,135.69	21,203.66	34,110.00	36,349.03
12	<b>Total Rainbow Lake Revenue</b>	<b>49,904.38</b>	<b>31,664.97</b>	<b>48,410.81</b>	<b>54,276.59</b>
13	Dene Tha Residential	28,589.15	16,597.10	28,520.03	28,344.00
14	Dene Tha Construction/Demolition	41,730.65	26,728.80	19,554.38	43,612.80
15	Dene Tha Transfer Station	55,742.45	41,131.72	57,679.94	70,509.60
16	<b>Total Dene Tha Revenue</b>	<b>126,062.25</b>	<b>84,457.62</b>	<b>105,754.35</b>	<b>142,466.40</b>
17	Paddle Prairie Transfer Station	46,876.37	26,376.00	44,192.66	45,216.00
18	Non Members	49,445.50	11,067.00	25,000.00	17,500.00
19	Contaminated Soil	117,420.17	2,406.69	5,000.00	4,000.00
20	<b>Total Tipping Fees</b>	<b>894,149.13</b>	<b>470,861.38</b>	<b>735,145.59</b>	<b>793,027.92</b>
21					
22	<b>Other Revenue</b>				
23	Funds from Reserve Account	36,452.63	0.00	48,600.00	48,600.00
24	Return on Investments	(1,931.00)	0.00	3,310.29	0.00
25	Interest Earned	1,035.94	1,874.89	366.62	2,000.00
26	Extra Work Charges	5,881.32	3,791.88	4,746.48	6,500.00
27	Batteries	1,138.00	2,440.00	1,200.00	5,000.00
28	Expense Reimbursements	17,391.03	363.25	7,070.00	1,000.00
29	STEP Program/Canada Summer Jobs	2,816.00	0.00	2,450.00	3,220.00
30	WCB Dividends	0.00	1,416.44	0.00	1,400.00
31	WCB PIR Refund	1,027.17	386.68	1,027.17	375.00
32	AAMDC Dividends	279.12	318.50	279.12	300.00
33	Deferred Capital Contributions	7,450.31	4,346.00	7,450.29	7,450.29
34	Composter Sales	73.39	146.78	73.39	0.00
35	E-Waste	5,087.25	1,211.90	3,847.80	4,500.00
36	Paint/HH Waste	2,864.40	2,225.15	1,735.75	4,450.00
37	Write-offs Recovered	0.00	26.10	0.00	0.00
38	Surplus Transfer	0.00	44,575.44	44,575.44	19,604.73
39	<b>Total Other Revenue</b>	<b>79,565.56</b>	<b>63,123.01</b>	<b>126,732.35</b>	<b>104,400.02</b>
40					
41	<b>TOTAL REVENUE</b>	<b>973,714.69</b>	<b>533,984.39</b>	<b>861,877.94</b>	<b>897,427.94</b>
42					
43	<b>EXPENSE</b>				
44					
45	<b>Operating Expenses</b>				
46	Accounting Fees	0.00	0.00	0.00	0.00
47	Advertising	1,054.30	490.02	1,000.00	1,000.00
48	Administration & Service Fees	86.12	96.50	110.00	110.00

49		2010	2011 YTD	2011	2012
50		ACTUAL	ACTUAL	BUDGET	BUDGET
51	Auditing Fees	14,500.00	0.00	16,000.00	14,500.00
52	Finning Maintenance/Labour	5,279.00	2,638.00	3,500.00	4,500.00
53	Flat Repairs	404.00	455.96	500.00	500.00
54	Oil Sampling	0.00	0.00	25.00	25.00
55	Steam Cleaning /Vehicle Wash	786.08	905.29	1,125.00	1,125.00
56	Vehicle Oil Changes	195.85	127.79	400.00	275.00
57	Welding Maintenance	1,281.32	752.26	8,000.00	8,000.00
58	Parts and Materials	6,317.87	7,610.41	10,000.00	10,000.00
59	Other Labour	3,450.78	703.36	1,500.00	1,500.00
60	Total Equip/Vehicle Maint & Repair	17,714.90	13,193.07	25,050.00	25,925.00
61	Diesel (Dyed)	27,750.20	23,978.52	25,000.00	41,000.00
62	Gas	2,583.60	1,402.43	3,000.00	2,500.00
63	Oil, Grease & Anti-freeze	3,088.14	1,874.12	4,000.00	3,500.00
64	Total Fuel/Gas & Oil	33,421.94	27,255.07	32,000.00	47,000.00
65	Building & Content Insurance	1,261.45	716.48	1,276.63	1,228.25
66	Equipment Insurance	855.56	489.96	860.91	839.93
67	Vehicle Insurance	214.66	115.50	218.00	200.00
68	General Liability Insurance	517.98	302.17	518.02	518.02
69	Total Insurance	2,849.65	1,624.11	2,873.56	2,786.20
70	Contributed to Landfill Closure	52,949.76	32,556.59	55,811.29	58,837.92
71	Dry Cleaning	203.15	0.00	310.00	200.00
72	Land Lease Agreement	698.52	407.45	698.52	698.52
73	Legal Fees	101.72	101.68	105.00	105.00
74	Membership / Conf. Fees	1,564.42	644.25	1,200.00	1,200.00
75	Postage & Freight	1,648.13	768.90	2,000.00	1,500.00
76	Rental Fees	1,545.45	267.59	400.00	406.00
77	Survey for Annual Report	5,836.00	4,874.26	6,000.00	6,000.00
78	Coffee/Drinking Water Supplies	930.74	567.68	1,000.00	1,000.00
79	Janitorial Supplies	465.77	435.37	500.00	750.00
80	Office Supplies	4,086.46	1,854.33	4,000.00	3,500.00
81	Shop Supplies	1,222.94	761.28	1,000.00	1,200.00
82	Total Supplies	6,705.91	3,618.66	6,500.00	6,450.00
83	Telephone & Communications	5,105.09	2,892.81	5,200.00	5,100.00
84	Tools Expense	45.25	147.48	400.00	400.00
85	Training and Education	75.00	975.00	1,000.00	1,000.00
86	Travel & Subsistance	4,406.65	3,852.93	7,000.00	7,000.00
87	Electrical	3,046.29	2,087.47	3,100.00	3,600.00
88	Heat	8,647.26	5,029.77	5,433.00	7,000.00
89	Water Tank Fills	1,544.00	1,251.50	1,700.00	2,300.00
90	Total Utilities	13,237.55	8,368.74	10,233.00	12,900.00
91	Vehicle Lease	7,707.48	4,496.03	7,707.48	7,707.48
92	<b>Total Operating Expenses</b>	<b>171,456.99</b>	<b>106,631.14</b>	<b>181,598.85</b>	<b>200,826.12</b>
93					
94	<b>Payroll Expenses</b>				
95	Wages and Salaries	274,888.71	161,830.96	282,857.23	285,344.75
96	Commission Members Per Diem	6,550.00	4,525.00	9,300.00	9,300.00
97	EI Expense	4,596.59	3,501.41	4,044.48	4,500.00
98	CPP Expense	9,208.85	6,867.68	7,626.84	8,500.00

99		2010	2011 YTD	2011	2012
100		ACTUAL	ACTUAL	BUDGET	BUDGET
101	WCB Expense	6,175.63	4,801.26	6,474.00	8,400.00
102	Employee Benefits	15,879.76	9,964.36	16,319.52	17,081.76
103	Pension Expense	24,208.62	15,550.63	25,870.18	29,590.63
104	Vacation Pay Expense	418.64	232.74	432.00	460.80
105	Total Employer Contributions	60,488.09	40,918.08	60,767.02	68,533.19
106	<b>Total Payroll Expenses</b>	<b>341,926.80</b>	<b>207,274.04</b>	<b>352,924.25</b>	<b>363,177.94</b>
107					
108	<b>Site Maintenance and Repair</b>				
109	Building Repair	1,977.31	2,646.60	2,000.00	2,000.00
110	Ground Water	6,768.40	0.00	7,110.00	7,300.00
111	Leachate	4,169.75	5,596.40	5,000.00	7,000.00
112	Bin Rental	2,275.00	1,365.00	2,400.00	2,400.00
113	Recycling Expenses	9,513.03	6,759.85	9,000.00	13,950.00
114	Roads	2,693.00	3,046.80	3,200.00	3,200.00
115	Surface Water	216.15	192.56	230.00	230.00
116	Site Clean up	2,050.00	2,050.00	2,050.00	2,050.00
117	New Signs at the Landfill	382.00	0.00	300.00	300.00
118	<b>Total Site Maintenance and Repair</b>	<b>30,044.64</b>	<b>21,657.21</b>	<b>31,290.00</b>	<b>38,430.00</b>
119					
120	<b>Other Expenses</b>				
121	Amortization/Depreciation	142,400.81	84,375.68	142,400.73	144,644.15
122	Bank & Collection Charges	36.37	47.54	25.00	50.00
123	Landfill Audit 2010	9,000.00	0.00	0.00	0.00
124	Interest Expense	13,933.87	6,393.59	10,732.85	10,783.09
125	Uncollectible Accounts	428.21	78.46	100.00	100.00
126	Waste Hauling Study	24,677.63	0.00	0.00	0.00
127	Composter Purchases	40.00	120.00	0.00	0.00
128	Promotion	0.00	252.50	0.00	2,500.00
129	Safety Awards	199.96	272.50	400.00	600.00
130	Soil Testing (Hydrocarbons)	12,713.75	363.25	0.00	0.00
131	<b>Total Other Expenses</b>	<b>203,430.60</b>	<b>91,903.52</b>	<b>153,658.58</b>	<b>158,677.24</b>
132					
133	<b>TOTAL EXPENSE</b>	<b>746,859.03</b>	<b>427,465.91</b>	<b>719,471.68</b>	<b>761,111.30</b>
134					
135	<b>NET INCOME</b>	<b>226,855.66</b>	<b>106,518.48</b>	<b>142,406.26</b>	<b>136,316.64</b>
136					
137	<b>CAPITAL EXPENDITURES</b>	<b>119,432.98</b>	<b>38,730.67</b>	<b>142,406.26</b>	<b>136,316.64</b>
138					
139	<b>Surplus/-deficit</b>	<b>107,422.68</b>	<b>67,787.81</b>	<b>0.00</b>	<b>0.00</b>

**Capital Expenditures**

		2010 ACTUAL	2011 YTD ACTUAL	2011 BUDGET	2012 BUDGET
1	816-F2 Compactor (over 10 years)	33,907.53	17,527.11	35,447.93	37,058.31
2	Master Plan Review	3,000.00	0.00	0.00	0.00
3	Future Excavation of Cell 5	24,409.00	0.00	25,000.00	25,000.00
4	Track frame Repair for Track Loader	0.00	9,485.43	0.00	0.00
5	Brake Repair for Backhoe	0.00	9,688.16	0.00	0.00
6	Muffler for Track Loader	1,950.51	0.00	0.00	0.00
7	Radiator Repair for Track Loader	3,926.43	0.00	0.00	0.00
8	Final Drive Seals for Track Loader	5,187.91	0.00	0.00	0.00
9	Front Idler for Track Loader	9,508.27	0.00	0.00	0.00
10	Freon Removal Reserves	300.00	0.00	0.00	0.00
11	Landfill Audit (due in 2013)	3,250.00	0.00	3,000.00	3,000.00
12	Building Reserve	8,648.33	0.00	8,648.33	8,648.33
13	Equipment Reserve	14,010.00	0.00	14,010.00	14,010.00
14	Electric Perimeter Fence	5,000.00	0.00	5,000.00	0.00
15	Freon Removal Equipment (2020)	2,775.00	0.00	300.00	0.00
16	Computer & Printer	0.00	1,229.97	1,600.00	0.00
17	Metal Recycling (over 2 years)	3,560.00	0.00	0.00	0.00
18	Cover on Cell 4(16,200m3)	0.00	0.00	48,600.00	48,600.00
19	Generator	0.00	800.00	800.00	0.00
20					
21	TOTALS	119,432.98	38,730.67	142,406.26	136,316.64

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

**Issue:**  
**Appointment of Auditors for a 3 year term**

**Recommendation:**  
THAT the Commission appoint Daniel M. Ringrose CA as auditors for the Commission for a 3 year term.

**Manager Comments:**  
After sending out proposals to 4 different companies, all 4 responded with proposals. Due to the change in financial reporting starting at the beginning of this year, now using the International Financial Reporting Standards (IFRSs), any help from any of the other Auditing Firms will cost the Commission extra money.

**Date:** September 10, 2011  
**Submitted By:** Pat Sliworsky, Manager  
**Reviewed By:** Kathy Bancarz, Administrative/Financial Assistant