

Mackenzie Regional Waste Management Commission

TITLE: **Supervision and Monitoring of the Operators Agreement**
POLICY NO: **22-05**
RESCINDS: **N/A**

Policy Objective: To ensure regulatory compliance and due diligence with respect to the operations of the waste disposal facilities.

Policy Statement:

For any specified time period, as determined by the Board, the Manager will submit to the Board a written Operational Report, detailing activities at the waste disposal facilities.

Background:

The original Agreement empowers the Commission to maintain, control and manage the Regional Landfill.

Responsibilities and Authorities:

Subject to the direction of the Commission, the Manager shall supervise the Commission's operation in the execution of the responsibilities contained in the Operating Agreement, and enforce the terms and provisions thereof.

The Manager, at all times during the operation of the waste disposal facilities, will be responsible for ensuring its contract Operator is demonstrating due diligence in the execution of the duties as agreed to in the Operating Agreement, and that all activities are in compliance with the requirements of all levels of legislative and regulatory statutes.

The Manager shall be responsible, including notification to the Board of any Operating Agreement contract renewals, breaches or changes required.

The Manager shall prepare, or cause to have prepared and maintain on a monthly basis, a current computer database in a format satisfactory to the Commission, containing all relevant data pertaining to the operations of the Facilities, tabulated on a daily basis and capable of being easily retrieved as required by the Commission, for the purpose of generating reports relating to the operation of the Facilities.

The Manager shall maintain appropriate records of, and shall be responsible for obtaining information for the Commission and making recommendations with respect to, insurance coverage and paying for such insurance coverage as may be placed by, or on behalf of, the Commission under the terms of the Operating Agreement.

The Manager shall cooperate with the Commission in investigating and reporting all accidents or claims for damage relating to ownership, operation and maintenance of the Facilities including any damage or destruction thereof.

The Manager shall provide the resources and personnel necessary to answer any inquiries regarding the operation of the Facilities during normal business hours, including the maintenance of a mailing address, telephone number and a receptionist to answer any calls made to the telephone number during normal business hours. The manager shall respond to all inquiries made in a prompt and courteous manner.

The Manager shall ensure all waste accepted by the Operator of the waste disposal facilities is in compliance with, and properly handled, processed and disposed of in accordance with, all levels of government regulation.

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