

APPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD AUGUST 25, 2021

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairperson Grant Creasey at 1:21 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday August 25, 2021.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Neil Maki
Lacombe County	Barb Shepherd
	John Ireland
City of Lacombe	Grant Creasey
	Thalia Hibbs
Town of Eckville	Colleen Ebden
Village of Clive	Luci Henry

Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary
Colin Campbell	Ultimate Services Ltd.

Welcome

Chairman Creasey welcomed the Commission Board to the fourth LRWSC meeting of 2021 in the Boardroom at the LRWSC Administration Office.

**RWS/38/21
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

Ms. Gilliat requested that 3 items be added to the agenda:

- 9a – Resident Complaint
- 9b – Alix Burn Policy
- 9c – In Camera - staff

Moved by Mr. Ireland to approve the agenda as amended.

Carried Unanimously.

**RWS/39/21
Minutes**

Moved by Mr. Maki that the minutes of June 23, 2021 Regular Meeting be approved.

Carried Unanimously.

**RWS/40/21
Ultimate Waste
Services
Presentation**

Mr. Campbell of Ultimate Services Ltd. gave a presentation to the LRWSC Commission Board in regards to a proposal for the installation of a compost facility on the southeast corner of the LRWSC Prentiss transfer site.

Mr. Campbell presented the following preliminary information to the Commission Board for review as to whether the proposed project would be of interest or a viable option for the Commission Board:

- Overview of what the facility would look like and site layout.
- Review of the process to take organic waste and turning it into compost via forced aeration, windrows, curing and screening.
- Why the location at the Prentiss Transfer site would be optimal for this process.

- Source separation, best practices and outside contracts for raw material supply.
- Approximate timeline of when the plant could become operational if permission and approvals were obtained.

Moved by Ms. Hibbs that the Ultimate Services Ltd. Presentation be received as information by the Commission.

Carried Unanimously.

***RWS/41/21
Waste Haul
Summaries***

Administration reviewed the Waste Haul summaries for the months of June and July 2021. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals and wood totals and they are on pace to be about the same as last year.
- Mr. Hohn noted that compactor garbage totals are down at the Alix transfer site and attributed that to the attendants on site ensuring that more loads are separated into the proper bins.
- The compactor garbage at the Eckville Transfer site is being monitored for garbage content, as there is some concern with rubble items being mixed in the loads that are being brought in by contracted haulers for example engine blocks, white goods, etc.

Moved by Ms. Ebden that the Waste Haul Summaries for the months of June and July 2021 be received as information by the Commission.

Carried Unanimously.

***RWS/42/21
Accounts Paid
YTD Budget
Comparative List
Acct. Payable
Cheque Listing***

Administration reported on the following with the Commission:

- Year to Date Budget Report July 31, 2021.
- Accounts Payable Cheque Listing from June 1 – July 31, 2021.

Moved by Ms. Gilliat that the YTD Budget Comparative to July 31, 2021, be received as information by the Commission.

Carried Unanimously.

Moved by Ms. Gilliat that the Accounts Payable Cheque Listing from June 1- July 31, 2021 be received as information by the Commission.

Carried Unanimously.

RESOURCE RESOLUTION RWS /19/21; RWS/30/21; RWS/31/21

***RWS/43/21
RSC Bylaw 1-2021
Amendments –
Third Reading***

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting Being A Governance Bylaw of the Lacombe Regional Waste Services Commission.

Moved by Ms. Shepherd that Bylaw No. 1-2021 respecting the Governance Bylaw of the Lacombe Regional Waste Services Commission be now read for a third time and finally passed.

Carried Unanimously.

**RWS /44/21
Bylaw 2-2021
Amendments –
Third Reading**

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers.

Moved by Ms. Gilliat that Bylaw No. 2-2021, Being A Bylaw Respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers be now read for a third time and finally passed.

Carried Unanimously.

**RWS/45/21
Tipping Fees**

Mr. Hohn reported to the Commission Board that due to the increased cost of goods and supplies he suggested that an increase in tipping fees from \$40.00/MT to \$45.00/MT would help offset some of the increased operational costs the Commission was facing.

This increase would become effective on January 1, 2022, so plenty of notice could be given to the commercial carriers so that they could adjust their contracts accordingly.

Moved by Ms. Hibbs that the Commission Board approve the increase of dry rubble tipping fees from \$40.00/MT to \$45.00/MT to be effective January 1, 2022.

Carried Unanimously.

**RWS/46/21
Manager's Report**

Mr. Hohn reported on the following Manager's Report to July 31, 2021. The highlights are as follows:

- Staff Update.
- Site repairs – upcoming repairs to fencing, signage and housekeeping at the sites.
- Mattress Recycling Program – we have shipped nearly 1800 mattresses since the beginning of the program and diverted 1900 mattresses from the landfill. Total weight of diverted mattresses is approximately 57MT.
- Site Improvements – Burn Barrel Bunkers have been installed at all of the transfer sites.
- Compost Facility – Initial cost comparisons to using the proposed Ultimate Services Compost Facility versus hauling all MSW to WDML indicates that LRWSC would see no real change in operational costs in the short term. The hidden savings would come in prolonging the life of equipment, and Landfill space. We are waiting on our Disposition Renewal with Alberta Public Lands, at which point we would be able to apply to sublet a portion of the land to Ultimate for the facility to start their approval process. The initial agreed upon fees for each side to be able to use for budgeting purposes are:
 - LRWSC pays Ultimate \$45.00/MT for tipping fees for all Member vehicles including LRWSC Trucks.
 - Ultimate pays LRWSC \$80.00/MT for any material that will return to be landfilled.
 - Ultimate will pay \$8000.00/year (5 year leases) for a 20 year lease of approx. 18 acres of land.
 - Ultimate will pay ½ of the Scale House Operators wage.
 - Ultimate will take all stockpiled wood waste from LRWSC at no charge.

Moved by Ms. Hibbs that the Managers Report be received as information by the Commission.

Carried Unanimously.

**RWS/47/21
Resident Complaint**

Ms. Gilliat reported to Mr. Hohn that the Mayor of Alix had been receiving complaints from a resident that the attendant at the Alix transfer station had been rude to them.

Mr. Hohn stated that he was aware of the situation as the attendant contacted him to report the incident immediately after it had happened. A disagreement had ensued between the attendant and a resident when the resident was asked to sort their material prior to disposing of it and the resident became verbally abusive. Unfortunately, the resident did not disclose his actions to the Mayor in regards to the incident that would cause the attendant to respond in the manner that they did.

Mr. Hohn assured Ms. Gilliat that the situation had been addressed and that in the future, if any other feedback in regards to any of the Commissions sites or attendants were to ever come forward, to please contact him immediately so that these situations could be investigated in a timely manner and that contact could be made with all parties involved to come to an acceptable resolution.

**RWS/48/21
Alix Burn Policy**

Ms. Gilliat asked Mr. Hohn for clarification on what the policy was for burning of the wood at the Alix/Mirror transfer station and what fire suppression equipment was on hand. It was reported to her that there had been a small grass fire at the location a short time ago and that a resident happened to be on hand and assisted the attendant to get the fire under control.

Mr. Hohn reviewed what the process was for burning of the wood at the site and what fire suppression equipment was on hand. He let her know that this was a rare instance where it appeared that a piece of paper/cardboard that was mixed in the wood pile had ignited and was picked up by the wind, resulting in it landing beyond the burn pit perimeter.

Mr. Hohn assured Ms. Gilliat that since that incident, additional protocols have been put in place including the attendance of a water truck at the sites that are doing a burn.

Time 3:15 pm

Mr. Hohn and Ms. Lundie withdrew from the meeting

**RWS/49/21
In-Camera*****In-Camera Discussion – Personnel***

Moved by Mr. Ireland to move out of In-Camera

Time 3:24 p.m.

Carried Unanimously

Next Meeting

The next regular meeting of the Commission will be held October 13, 2021 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

**RWS/50/21
Adjourn**

Moved by Ms. Hibbs that the meeting adjourns.

***Time: 3:25 p.m.
Carried Unanimously.***

 Chairperson

 Manager