

UNAPPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD APRIL 27, 2022

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairman Grant Creasey at 1:17 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday April 27, 2022.

Present

Commission Members:

Present:

Village of Alix	Barb Gilliat
Town of Bentley	Lenore Eastman
Lacombe County	Dana Kreil
City of Lacombe	Grant Creasey
	Don Gullekson
Town of Eckville	Colleen Ebden
Village of Clive	Sarah Fahey

Regrets:

Ken Weenink	Lacombe County
-------------	----------------

Others:

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary
Daniel Luymes	BDO Canada LLP

Welcome

Chairman Creasey welcomed the Commission Board to the second LRWSC board meeting of 2022.

**RWS/13/22
Agenda**

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

Mr. Hohn requested that agenda item 8 be tabled to the next board meeting in order to obtain more information.

Moved by Ms. Gilliat to approve the agenda as amended.

Carried Unanimously.

**RWS/14/22
Minutes**

Moved by Ms. Kreil that the minutes of February 23, 2022 Regular Meeting be approved.

Carried Unanimously.

**RWS/15/22
BDO Presentation**

Mr. Luymes of BDO Canada LLP presented a draft audit of the Financial Statements of LRWSC for the year ending December 31, 2021. He reviewed the following items with the Commission:

1. Independent Auditor's Report (explained the process)
2. Statement of Financial Position
3. Statement of Operations (income statement)
4. Solid Waste Closure and Post- Closure Liabilities
5. Notes to Financial Statements
6. Accumulated Surplus
7. Debt Limits – we have borrowed nothing.
8. Statement

As requested, further explanation was given on the following items:

- Post Closure Liabilities
- Reserves – contributions
- Sick Leave bank

- Closure/Post closure
- Pension Plan
- Note 12 clarification

Moved by Ms. Ebden that the 2021 Financial Statement from BDO Canada LLP be adopted as presented.

Carried Unanimously.

**RWS/16/22
2021 Annual Report**

Mr. Hohn presented the following Annual Report to the Commission Board. The report covers the period from January to December 2021 for the Prentiss Landfill, EPEA Registration No. 18530-01-01. The purpose of this report is to meet requirements under the Code of Practice for Landfills section 10(2) by providing the following information:

- the types and volume of wastes disposed of at the landfill in the preceding year, and the locations of disposal of wastes requiring special handling
- groundwater monitoring results
- adjustments to financial security for closure and post closure.

Waste Quantities

9611.723 MT of inert dry waste was landfilled at the Prentiss site in 2021. Due to a lack of shingle recycling opportunities, we added the accumulated shingles (223.825 MT) and concrete (76.08 MT) to the landfill totaling 9911.628 MT for the year.

Diverted and recycled material amounted to 1491.977 MT. This diverted material included burnable wood, mattresses, and metal. White goods units were 1373.

Tires, e-waste, white goods, used oil and containers, pesticide containers, propane tanks and household hazardous goods are collected by qualified Alberta Recyclers.

During the year, 9159.08 MT of municipal solid waste was hauled to the West Dried Meat Lake landfill located in Camrose County.

Groundwater Monitoring

Envirowest Engineering INC. was again hired to do the required groundwater monitoring at the Prentiss Landfill Site. The wells were sampled October 27th of 2021, and the report was received March 14, 2022.

There was very little change to the results of previous years with nothing out of the ordinary as far as impact from landfilling operations.

Prior to 2021, we observed a continuing rise in Chloride concentrations in Monitoring Well 05 which is next to the Agricultural Chemical Container Shed, but levels are still within acceptable limits as set out in the Code of Practice for Landfills. The Chloride levels in Monitoring Well 05, have now dropped in 2021 due to the corrective actions taken in 2020. We will continue to closely monitor future Chloride concentrations in MW-05.

Site Development Plan/Landfill Operations

Cell #5 was opened to receive waste January 11, 2021

Cell #3 reclamation was completed in the spring of 2021.

Cell#4 is still open, but not currently receiving waste.

Financial Security for Closure and Post Closure

The Closure/Post Closure Reserve Fund received \$12,699.00 in 2021 and it now stands at \$1,348,985.00 at the beginning of 2022.

Moved by Ms. Eastman that the 2021 Annual Report be accepted as information.

Carried Unanimously.

RWS/17/22 Waste Haul Summaries

Administration reviewed the Waste Haul summaries for the months of February & March 2022. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals, how they compare to prior years.
- How compactor totals compare to prior years.

Moved by Ms. Ebden that the Waste Haul Summaries for the months of February & March 2022 be received as information by the Commission.

Carried Unanimously.

RWS/18/22 Accounts Paid YTD Budget Comparative List Acct. Payable Cheque Listing

Administration reported on the following with the Commission:

- Year to Date Budget Report March 31, 2022.
- Accounts Payable Cheque Listing from Feb. 1 – March 31, 2022.

Moved by Ms. Kreil that the YTD Budget Comparative to March 31, 2022 be received as information by the Commission.

Carried Unanimously.

Moved by Ms. Gilliat that the Accounts Payable Cheque Listing from February 1- March 31, 2022 be received as information by the Commission.

Carried Unanimously.

RWS/19/22 Manager's Report

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

- Staffing – We have hired a second part time member, and have filled the Scale House position internally.
- Staff training – The Commission Manager and one other staff member are scheduled to complete a Landfill Fire Training Course on June 1, 2022.
- Commission Manager Annual Evaluation – A performance evaluation was performed by the Chairman and a separate evaluation was completed by the staff.
- Mattress Recycling – The Commission Manager and Facility Manager toured Re-Matt in Calgary to observe how mattresses were recycled.
- Compost Facility – Administration is currently waiting on our Disposition Renewal with Alberta Public Lands. Ultimate Services is also in the process of obtaining their sublease from Alberta Public Lands.
- Recycled Plastics – Terracore Plastics has delivered bins to Prentiss to collect #1, #2, and #5 plastics to be recycled into composite wood products.
- Landfill Wind Screens – Four new windscreens have been constructed for the Prentiss Transfer Station.

- Tire Recycling Plant – The proposed Tire Recycling Plant will not be able to go forward at Prentiss due to setbacks required along the rail line.
- Skid Steer Municipal Flip Program – Administration has decided to opt out of the Municipal Flip Program for a period of time and keep the skid steer for another 3 years.
- The City of Lacombe has requested a refund due to over estimating their population. The Commission Manager will have more information for the Commission Board at the next meeting.
- Agricultural Chemical Container Collection – collection of agricultural chemical containers at all sites will cease December 31, 2024.

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

Carried Unanimously.

Next Meeting

The next regular meeting of the Commission will be held June 22, 2022 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

***RWS/20/22
Adjourn***

Moved by Ms. Gilliat that the meeting adjourns.

***Time: 2:51 p.m.
Carried Unanimously.***

Chairperson

Manager