

**THE CROWNEST/PINCHER CREEK LANDFILL ASSOCIATION**  
**MINUTES**  
**December 10, 2014**

The regular meeting of The Crownsnest/Pincher Creek Landfill Association was held on Wednesday, December 10<sup>th</sup>, 2014 at 9:15 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9  
 Dean Ward, Municipality of Crownsnest Pass  
 Garry Hackler, Village of Cowley  
 David Filipuzzi, Municipality of Crownsnest Pass  
 Lorne Jackson, Town of Pincher Creek  
 Shar Lazzarotto, Municipality of Crownsnest Pass  
 Emile Saindon, Landfill Manager  
 Linda Wollman, Office Administrator

**AGENDA**

Shar Lazzarotto

Moved the agenda be adopted with additions. Carried. 12.10.14-633

**MINUTES**

Dean Ward

Moved the minutes of November 12, 2014 be adopted as circulated. Carried. 12.10.14-634

**MANAGER'S REPORT**

1. *MSW volumes have stayed steady.*
2. *Industrial cell activity returned to normal, effective December 6<sup>th</sup>, as the Shell contract was completed for this year.*
3. *Wood grinding project completed, and all wood waste has been ground and being used for cover.*
4. *Iterim survey of new cell construction completed. Final numbers are expected prior to year end.*
5. *Working on Regional Waste program.*

Lorne Jackson

Moved that the Manager's report be accepted for information. Carried 12.10.14-635

**FINANCIAL REPORT**

Financial reports representing the year to November 30<sup>th</sup>, 2014 were presented for review and discussion. With disproportionate revenues due to an extremely large volume of industrial wastes; and the subsequent rise in expenses, current cash flow provisions are in shortfall at year end. Possible options were discussed.

Lorne Jackson

Moved that the financial reports be accepted for information. Carried 12.10.14-636

Dean Ward

Moved that the current line of credit with the Pincher Creek Credit Union be increased to \$400,000. Carried 12.10.14-637

**ACCOUNTS RECEIVABLE POLICY**

Administration presented a policy as a guideline to collection of receivables. The policy will impose a surcharge of 2.5% at the time of payment to any accounts receivable in excess of \$500 per month. This surcharge is to offset merchant processing fees.

Dean Ward

Moved that the Accounts Receivable Policy for imposing a surcharge of 2.5% be accepted, effective February 1<sup>st</sup>, 2015. Carried 12.10.14-638

**2015 BUDGET**

Board members further discussed the proposed 2015 budget.

Lorne Jackson

Moved that the 2015 Budget be revised with a 2% wage and salary increase. Carried 12.10.14-639

David Filipuzzi

Moved that the annual staff bonus be adjusted as discussed. Carried. 12.10.14-640

Shar Lazzarotto

Moved that the 2015 Budget accepted as amended. Carried. 12.10.14-641

**REGIONAL WASTE AND RECYCLING PROGRAM**

Emile Saindon presented a questionnaire for municipal councils as well as an inception and implementation plan for the proposed regional waste program. Board members discussed possible bin types and locations. Responses to the questionnaire should be brought to the next Landfill Board meeting.

Lorne Jackson

Moved that the Regional Waste report be accepted for information. Carried. 12.10.14-642

**REALIGNMENT OF LANDFILL ENTRANCE AND SCALE**

Emile Saindon reviewed the proposed changes to the landfill access new double scale system. Board members agreed that these upgrades will be necessary for future growth of business.

Lorne Jackson

Moved that the landfill access and scale proposed be accepted for information. Carried 12.10.14-643

**FUTURE LANDFILL EXPANSION**

The current landfill structure and cells will be adequate, at current volumes, for ten to 15 years. Discussions took place concerning the way waste is processed and possible alternatives.

Dean Ward

Moved that administration be authorized to investigate future expansion possibilities for the Landfill.

Carried.

12.10.14-644

**Next meeting dates:** - 9:15 a.m. (2015)

January 21	July 15
February 18	August 19
March 18	September 16
April 15	October 21
May 20	November 18
June 17	December 16

**ADJOURNMENT**

Garry Hackler

Moved the meeting adjourn at 10:35 a.m.

Carried.

11.12.14-645

  
CHAIRMAN

  
SECRETARY