

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION**

***MINUTES***

**Sept 16th, 2015**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, Sept 16<sup>th</sup>, 2015 at 9:05 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9  
Dean Ward, Municipality of Crowsnest Pass  
Dave Filipuzzi, Municipality of Crowsnest Pass  
Shar Cartwright, Municipality of Crowsnest Pass  
Lorne Jackson, Town of Pincher Creek  
Garry Hackler, Village of Cowley  
Emile Saindon, Landfill Manager  
Jean Waldner, Office Administrator

**AGENDA**

Lorne Jackson

Moved the agenda be adopted with additions: Carried. 09.16.15-715

**MINUTES**

Dean Ward

Moved the minutes of Aug 19th, 2015 be adopted as circulated Carried. 09.16.15-716

**MANAGER'S REPORT**

1. MSW volumes have stayed steady.
2. Industrial cell has slowed somewhat but the Devon cleanup project has helped keep us on budget.
3. Completed our first load of CBSA waste all went well.
4. Working on finishing several small projects around the site prior to winter.
5. Wood grinding started on Monday this week should take approximately 10 days.
6. Scrap metal bailing should be completed by months end.
7. Working with several building manufacturers on different designs for our recycle building.
8. Staff training sessions booked for October in Lethbridge.
9. Working on Landfill approval renewal process and incinerator application process combined.
10. Preparing alternate regional waste proposal. Timelines getting short.
11. Requested quotes for replacement skid steer and manager pick up.
12. Preparing info on questions sent to Landfill regarding incinerator, revenue and budget process.

**Report items 7, 10, and 12, discussed further as agenda items.**

Shar Cartwright

Moved that the Manager's report be accepted for information. Carried. 09.16.15-717

**FINANCIAL REPORT**

The Income Statement and Balance sheet to Sept 16<sup>th</sup>, 2015 was reviewed.

Shar Cartwright

Moved that the financial reports be accepted for information. Carried. 09.16.15-718

**RECYCLE BUILDING DESIGNS, Manager's Report #7**

Working with Southwest designs again to help us get some ideas for our recycling building. We have looked into a new company, Sprung designs, they manufacture portable canvas buildings. This design can be moved or expanded. The guarantee can be up to 30 years depending on design.

**PREPARING ALTERNATE REGIONAL WASTE PROPOSAL, Manager's Report #10**

Emile is working on an alternate waste proposal for the MD of Pincher Creek. He needs to know if the Crowsnest Pass would like him to continue working on a proposal for them?

Dean said there is a meeting coming up he will ask the Crowsnest Pass CAO.

Terry asked Emile to attend next week's MD meeting to answer some questions that Wendy has. He will attend the meeting.

**PREPARING QUESTIONS REGARDING INCINERATOR, REVENUE AND BUDGET PROCESS.**

**Manager Report #12**

Emile has reviewed the letter and questions from the Town of Pincher Creek and feels that he has prepared adequate answers and has done enough research for the next regional meeting.

**POLICY FOR SPECIAL DONATIONS FUND**

Dean Ward

Moved that the policy for a Special Donations Fund be tabled for the next meeting.

Carried. 09.16.15-719

**REQUESTED LEGAL LETTER FROM BROWNLEE LLP.**

The letter was reviewed and will be kept for future reference.

Dave Filipuzzi

Moved that this Legal letter be accepted as information.

Carried. 09.16.15-720

**LONG TERM INVESTMENTS.**

Terry suggested that the board start a long term investment to replace the landfill when it closes. " An account to fund new future waste sites." Possibly a percentage of our revenue to be put away in a long term investment. Emile suggested the board needs to discuss this further so it can be put in next year's budget. Management can do up a report on what investments would work best.

Terry moved this proposal be tabled for future discussion. Carried. 09.16.15-721

**REQUEST FROM LAURIE WILGOSH DATE FOR REGIONAL MEETING.**

Each board member will talk to their COA's and set a date for the regional meeting.

Dean Ward moved that this request be accepted as information Carried. 09.16.15-722

**RETIREMENT PARTY SUGGESTIONS FOR LINDA WOLLMAN**

Jean has talked to Country Encounter Catering. Will check availability at the Cowley hall it is a central location for everyone.

If it is available for November 6<sup>th</sup> she will send invitations to all CAO's, Councillors, landfill staff, and her immediate family to attend.

**LANDFILL EQUIPMENT**

We have a 5 year cycle replacement policy. The following equipment is due for replacement.

Our 2011 S650 Bobcat is starting to cost us a lot for repairs

The 2011 Red Dodge Pickup has 160 thousand kilometers and should be replaced before the trade in value is to low.

Emile would like to start taking local quotes on this equipment. Terry said that if it's in the Capital budget then this is a landfill policy. Thank you for informing the board.

Terry Yagos moved that this request be accepted as information. Carried. 09.16.15-723

**WINTER HOURS**

Lorne mentioned with the days getting shorter we need to revert to our winter hours starting the next board meeting October 21st at 9:30 am.

Lorne Jackson moved to revert to winter hours. Carried. 09.15.15-724

**LANDFILL PR**

Terry requested that we get Chris from the voice to possibly make a virtual tour of the landfill to be put on our Website. Emile suggested that we talk to Brian Gallant to possibly help us with this process. Terry also suggested doing a press release to explain the intention of the proposed incinerator and some of the capital projects that are planned for the landfill.

Terry moved that this request be tabled to next meeting. Carried. 09.16.15-725

**Correspondence:**

No correspondence at this time.

**Tabled Items:**

1. Special Donations Policy
2. Long term investments
3. Landfill PR

**Next meeting dates:** - 9:30 a.m. (2015)

October 21                      December 16  
November 25

**ADJOURNMENT**

Garry Hackler

Moved the meeting adjourn at 10:16 a.m. Carried. 09.16.15-726

  
CHAIRMAN

  
SECRETARY