

**THE CROWSNEST/PINCHER CREEK LANDFILL
ASSOCIATION
MINUTES
February 18th, 2009**

A regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, February 18th, 2009 at 9:00 a.m. at the Landfill site.

Present: Ted Smith, Municipal District of Pincher Creek #9
Roger McAdam, Town of Pincher Creek
Dean Ward, Municipality of Crowsnest Pass
Dave Cole, Municipality of Crowsnest Pass
Garry Hackler, Village of Cowley
Gary Taje, Municipality of Crowsnest Pass
Linda Wollman, Office Administrator
Emile Saindon, Landfill Manager

Ted Smith called the meeting to order at 9:00 a.m.

AGENDA

Roger McAdam

Moved the agenda be adopted as presented. Carried. 02.18.09-198

MINUTES

Dean Ward

Moved the minutes of January 21st, 2009 be accepted as circulated. Carried. 02.18.09-199

MANAGER REPORT

1. Purchased 2 used sea cans for recycle area upgrade.
2. Shop area clean up and re-organizing is complete including the removal of the waste oil tank and the clean up and back filling of the area directly east of the shop.
3. Interior wall between shop and lunchroom area has been sealed off to prevent any smoke and dust to enter lunchroom area.
4. Staff Job Descriptions and Performance evaluation reviews set for the week of Feb 16 to 20th.
5. Worley Parsons has completed the preliminary drawings and excavation numbers for the industrial cell expansion. No expansion planned until we get a better feel on the drilling or reclamation projects around the area. We have enough capacity at this point based on current volumes until next year.
6. Worley Parsons is now working on a preliminary Gas Management Plan so we can add that to our annual audit to Alberta Environment by the end of March 2009.
7. Rate letter sent to Regional District of East Kootenay outlining our rates and operational requirements to potentially handle their MSW.
8. Work to begin in the yard for our recycle area upgrade, final design was reviewed by all staff and base area to be leveled and graveled the week of Feb 16 to 20th.
9. Discussions held with CNP waste pertaining to a short term rental of 1 or 2 roll off bins to be used as a MSW dump area for small vehicles with household refuse. This would be a short term trial to see how this program would work. We can then plan to purchase our own boxes and potentially a good used roll off truck. The spring clean up season is just around the corner and the influx of cars and trucks with spring clean up material impacts our commercial customers at the MSW site, with an alternate area for these small loads we can better control the traffic and reduce any potential incidents and damage.

ADMINISTRATION REPORT

GWM

- 2008 report pending

Administration

- Completed WCB Return – 2009 rate is \$2.59 (industry is \$2.74)
- Auditors are scheduled for February 17 & 18
- Called all overdue Accounts receivable for collection, with positive results on most

FINANCIAL REPORT

Income Statement and Balance Sheet to February 12, 2009 were reviewed.

Dean Ward

Moved that the reports be accepted for information. Carried. 02.18.09-200

NAME ON APPROVAL

It has been noted that the name appearing on the current Approval from Alberta Environment is incorrect, and officials from Alberta Environment should be contacting the landfill office for clarification.

RECYCLE FAIR

Roger McAdam advised Board members that the Town of Pincher Creek is planning a “Recycle Fair” for the end of March. Residents will be encouraged to bring their items for recycling to the Town office gym or yard and trade them for other items if desired. Any items remaining after the fair will be brought to the landfill for disposal. This is a trial event, but if it goes well, the Town will consider letting a charitable organization, such as SPCA, operate the event on a regular basis.

MANAGER’S PROBATION

Roger McAdam

Moved that the probation period for Emile Saindon be complete, and that he be placed on full contract with benefits, effective immediately. Carried. 02.18.09-201

Tabled Items:

1. Benefits Review & Policy Handbook review – *Linda to reschedule a committee meeting*

Next meeting dates: 9:00 a.m. -

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

ADJOURNMENT

Garry Hackler

Moved that the meeting adjourn at 9:47 a.m.

Carried

02.18.09-202

CHAIRMAN

SECRETARY

Date Sent to Municipal Offices _____