

SMOKY LAKE COUNTY

**A G E N D A:** County Council Meeting for the purpose of a  
**Utilities Meeting: Environment and Parks**  
to be held on

Tuesday, October 12, 2021 at 9:00 o'clock A.M.

Virtual through Zoom Platform

Meeting ID: 856 2846 5396 Passcode: 182590

<https://us02web.zoom.us/j/85628465396?pwd=OGpkbVYyMWIBS29EcStva1lBaXQ3Zz09>

And with Council physically present in the County Council Chambers, Smoky Lake.

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**1. Meeting:**

1.1 Call to Order.

**2. Agenda:**

Acceptance of Agenda:  
as presented or  
subject to additions or deletions

**3. Minutes:**

3.1. Adopt minutes of August 10, 2021-- Utilities Meeting: Environmental Operations Meeting. ©

Recommendation: Motion to Adopt.

3.2 Utilities Meeting: August 10, 2021 Environmental Operations: **Action List.** ©

Recommendation: File for Information.

**4. Request for Decision:**

4.1 **Policy Statement No. 04-10-03: Waste Bin Rental Agreement.** ©

**5. Issues for Information:**

5.1 Managers' Report. ©

5.2 Evergreen Regional Waste Management Services Commission Meeting August 25, 2021. ©

5.3 Evergreen Regional Waste Management Services Commission Meeting September 22, 2021. ©

Recommendation: File for information.

**6. Correspondence:**

**7. Delegation(s)**

**8. Executive Session:**

**9. Date and time of Next Meeting(s):  
Adjournment**

**SMOKY LAKE COUNTY**

Minutes of the County Council **Environmental Operations Meeting** (Water, Wastewater and Waste Management) held on Tuesday, **August 10, 2021**, at 10:36 A.M. held virtually online through Electronic Communication Technology: Zoom Meeting and in Council Chambers.

The meeting was called to Order by the Chairperson, Councillor Lorne Halisky in the presence of the following persons:

**ATTENDANCE**

<u>Div. No.</u>	<u>Councillor(s)</u>	<u>Tuesday, Aug. 10, 2021</u>
1	Dan Gawalko	Present in Chambers
2	Johnny Cherniwchan	Present in Chambers
3	Craig Lukinuk	Present in Chambers
4	Lorne Halisky	Present in Chambers
5	Randy Orichowski	Present in Chambers
CAO	Gene Sobolewski	Present in Chambers
Assistant CAO	Lydia Cielin	Virtually Present
Finance Manager	Brenda Adamson	Absent
Env. Oper. Manager	Dave Franchuk	Present in Chambers
Natural Gas Manager	Daniel Moric	Virtually Present
Legislative Svcs/R.S.	Patti Priest	Virtually Present
Planning & Dev. Assist.	Kyle Schole	Virtually Present

\*\*\*\*\*  
No Members of the Media were present.

One Member of the Public was virtually present.

**2. Agenda:**

1025-21: Cherniwchan That the Smoky Lake County Council Environmental Operations Meeting Agenda for Tuesday, August 10, 2021, be adopted, as amended:

**Addition to the Agenda:**

1. Bellis Community Grazing Association Request for Assistance.

Carried Unanimously.

**3. Minutes:**

1026-21: Lukinuk That the Minutes of the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, June 15, 2021, be adopted as presented.

Carried.

1027-21: Gawalko That the Action List from the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, June 15, 2021, 2021, be filed for information.

Carried.

**4. Request for Decision:**

**Canadian Community Revitalization Grant Application**

1028-21: Orichowski Smoky Lake County approve action taken by the Chief Administrative Officer in submitting an application for funding in the amount of \$375,000.00 to the Canada Community Revitalization Fund (CCRF), for a proposed project in partnership with the Smoky Lake Lions Club to create an accessible recreation boardwalk trail linking Hanmore Lake East Campground with the public beach, by December 22, 2021.

Carried.

**Waste Bin Rental Agreement – Hamlet of Spedden**

1029-21: Lukinuk That Smoky Lake County take no action to execute the Waste Bin Rental Agreement, for a 6-yard front load waste bin at a cost in the amount of \$100.00 per month, as per Policy Statement No. 04-10-02: Waste Bin Rental Agreement, on the land legally described as Lot 14, 15, 16 Plan 1955CL in the Hamlet of Spedden; and recommend the owner of the said land contact Smoky Lake Waste Company, as this service can adequately be provided by the private sector.

Carried.

**Addition to the Agenda:**

**Bellis Community Grazing Association - Request for Assistance**

1030-21: Orichowski That Smoky Lake County approve for the large access gate at Bellis Beach to be unlocked on Sunday, August 15, 2021 by 3:00 p.m. to accommodate the Bellis Community Pasture Association's private event and lock the gate at the end of the event, in response to the verbal request to do so from Councillor Johnny Cherniwchan, on August 10, 2021.

Carried.

**5. Issues for Information:**

**Environmental Operations: Manager's Report**

1031-21: Cherniwchan That Smoky Lake County's Environmental Operations Manager's report for the period of June 9, 2021 to August 5, 2021, be accepted and filed for information.

Carried.

**Environmental Operations Department Expansion of Duties**

1032-21: Lukinuk That Smoky Lake County Council acknowledge the redistribution of all Parks and Recreation Manager duties reallocated to the Environmental Operations Manager; and recommend the Environmental Operations Department name be changed to "Environment and Parks" at the next formal review and amendment of Policy Statement No. 01-03: Organizational Chart.

Carried.

**Policy Statement No. 04-10-02: Waste Bin Rental Agreement**

1033-21: Orichowski That Smoky Lake County Policy Statement No. 04-10-02: Waste Bin Rental Agreement, be brought forward for review at a Regular County Council Meeting.

Carried.

**Evergreen Regional Waste Management Services Commission –Minutes**

1034-21: Orichowski That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on June 16, 2021, at the County of St. Paul No. 19's office, be filed for information.

Carried.

**Evergreen Regional Waste Management Services Commission –Minutes**

1035-21: Lukinuk That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on July 14, 2021, at the County of St. Paul No. 19's office, be filed for information.

Carried.

**Hanmore Lake Waste Bin Fence Quote**

1036-21: Orichowski That Smoky Lake County take no action to the following two quotes relating to constructing a fence around the waste bins at Hanmore Lake to deter nuisance caused by bears:

1. Double J.R.C. Fencing of Mallaig, dated July 7, 2021 in the amount of \$6,520.50, and
  2. Environmental Metal Works Ltd. of Two Hills, dated November 18, 2020 in the amount of \$1,081.50,
- as steel lids were installed on the waste bins on July 29, 2021 and appear to have resolved the nuisance bear issue.

Carried.

**6. Correspondence:**

**21<sup>st</sup> Annual Alberta Coordinated Action for Recycling Enterprises (CARE) Conference**

Discussion was held by Council, further to June 15, 2021 Motion # 870-21: "That Smoky Lake County Council and relevant Staff who can attend – attend the 21st Annual Alberta Coordinated Action for Recycling Enterprises (CARE) Conference, scheduled for September 7 to 10, 2021, at the Centennial Centre, 4313 - 50 Avenue, Bonnyville, Alberta.", to confirm who can attend the conference and where accommodations should be booked.

One Member of the Public virtually joined the meeting, time 11:40 a.m.

**7. Delegation:**

No Delegation.

**8. Executive Session:**

No Executive Session.

**Next Meeting**

1037-21: Gawalko That the next Smoky Lake County Council **Environmental Operations Meeting** be scheduled for **Tuesday, October 12, 2021**, at **9:00 a.m.** to be held virtually, through Electronic Communication Technology as per Bylaw 1376-20 **and/or** physically in County Council Chambers.

Carried.

**ADJOURNMENT:**

1038-21: Halisky That the Smoky Lake County Council Environmental Operations Meeting of August 10, 2021, be adjourned, time 11:43 a.m..

Carried.

\_\_\_\_\_  
CHAIRPERSON

S E A L

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



<b>REQUEST FOR DECISION</b>		DATE	October 12, 2021	4.1
<b>TOPIC</b>	Policy No. 04- 10-03: Waste Bin Rental Agreement.			
<b>PROPOSAL</b>	On August 12, 2021 Environmental and Parks meeting motion 1033-21 was carried: <b>That Smoky Lake County Policy Statement No. 04-10-03: Waste Bin Rental Agreement, be brought forward for review at a Regular County Council Meeting.</b>			
<b>CORRELATION TO BUSINESS (STRATEGIC) PLAN</b>				
<b>LEGISLATIVE, BYLAW and/or POLICY IMPLICATIONS</b>	•			
<b>BENEFITS</b>	•			
<b>DISADVANTAGES</b>	•			
<b>ALTERNATIVES</b>	•			
<b>FINANCE/BUDGET IMPLICATIONS</b>				
<b>Operating Costs:</b>	_____	<b>Capital Costs:</b>	_____	
<b>Budget Available:</b>	_____	<b>Source of Funds:</b>	_____	
<b>Budgeted Costs:</b>	_____	<b>Unbudgeted Costs:</b>	_____	
<b>INTERGOVERNMENTAL INVOLVEMENT/IMPLICATIONS</b>				
<b>COMMUNICATION STRATEGY</b>				
<b>Recommendation</b>				
Option #1 That Policy Statement No. 04-10-03 be Amended.				
<b>CHIEF ADMINISTRATIVE OFFICER</b>				

# SMOKY LAKE COUNTY



<b>Title: Waste Bin Rental Agreement</b>		<b>Policy No.: 10-03</b>
<b>Section: 04</b>	<b>Code: P-R</b>	<b>Page No.: 1 of 4</b>

**E**

<b>Legislation Reference:</b>	<i>Alberta Provincial Statutes</i>
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<b>Purpose:</b>	<ol style="list-style-type: none"><li>1. To provide garbage collection service.</li><li>2. To establish a written agreement between the Applicant and Smoky Lake County for the rental of waste bin(s).</li></ol>
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<b>Policy Statement and Guidelines:</b>	
<b>1. STATEMENT:</b>	
1.1	Smoky Lake County recognizes that specific residential and commercial properties require garbage collection services that cannot be adequately served by the private sector.
1.2	All other requests received from organizations and non-profit groups shall be made in writing for approval by County Council.
<b>2. OBJECTIVE(S):</b>	
	To assist residents or businesses with the opportunity to dispose of excess garbage:
2.1	The County will provide a 6-yard front load bin and take away the waste.
2.2	The bin primarily use will be only for household waste.
2.3	The bin shall be placed on the private property and the renter will be responsible for the provision of free and suitable access to and from the delivery site and for ensuring suitable ground conditions for the delivery, placement, and removal of the bin.
<b>3. GUIDELINES:</b>	
3.1	Applicants must be a County resident or business at a location in Smoky Lake County to utilizing a rental bin.
3.2	Applicants shall complete <b>Schedule "A": Waste Bin Rental Agreement</b> and be signed by the registered landowner.
3.3	The County will collect a fee for the delivery, rental of the Waste bin and the collection of garbage removal as indicated in the terms and provisions of the agreement.
3.4	Those premises for which, in the determination of the Environmental Operations Manager, for the garbage collection services cannot be provided due to safety or logistical concerns.
3.5	All applications under this Policy shall be decided upon by County Council and approved by a resolution of County Council, prior to the rental of Waste bin(s).

<b>Title: Waste Bin Rental Agreement</b>		<b>Policy No.: 10-03</b>
<b>Section: 04</b>	<b>Code: P-R</b>	<b>Page No.: 2 of 4</b> <i>E</i>

<b>Policy Statement and Guidelines:</b>	
3.6	Some exceptions shall be made for special events or organizations that are affiliated with Smoky Lake County.
3.7	By signature at the end of the Waste Bin Rental Agreement, the applicant, as the renter acknowledges and abides to the term and provisions as described within the Rental Agreement and agrees to not hold Smoky Lake County liable for any damages caused by the bin or any vehicle placing, emptying or servicing the bin.

	<b>Date</b>	<b>Resolution Number</b>
Approved	<b>September 21, 2010</b>	# 078-10 - Page # 74
Amended	<b>December 12, 2014</b>	# 230-14 - Page #11517
Amended	<b>October 12, 2021</b>	#



# Waste Bin Rental Agreement

MEMORANDUM OF AGREEMENT made in duplicate this \_\_\_ day of \_\_\_\_\_, 20\_\_\_;

**BETWEEN:**

SMOKY LAKE COUNTY  
a Municipal Corporation in the Province of Alberta  
(hereinafter referred to as the "County")

OF THE FIRST PART

- AND -

\_\_\_\_\_  
Registered Landowner

Box Town Province Postal Code  
Phone: (780) \_\_\_\_\_ or (780) \_\_\_\_\_  
(hereinafter referred to as the "Renter")

OF THE SECOND PART

**WHEREAS** the Landowner is the owner of the parcel legally described as:

\_\_\_\_\_ QTR/LSD SECTION TOWNSHIP RANGE MERIDIAN

**WHEREAS** the Landowner, as the renter acknowledges and agrees to enter into an agreement with County to rent a 6-yard front load bin for the purpose of collecting garbage. I request that the County collect this garbage on a \_\_\_\_\_ basis.  
(Weekly, Bi-Weekly, Monthly)

**NOW THEREFORE THIS AGREEMENT WITNESSES** that in consideration of the mutual terms, covenants, and conditions herein, the parties hereto agree as follows:

1. **TERM OF THIS AGREEMENT**

The term of this Agreement shall be from \_\_\_\_\_, 20\_\_\_ to \_\_\_\_\_, 20\_\_\_, until terminated by either party by the terms of this agreement.

2. **METHOD OF PAYMENT**

- 2.1 Payment shall be \$50.00 bin delivery fee with a **\$200.00 per month** for the rental of the bin and a **\$50.00 fee for each trip of collection/pick up service.** The Renter agrees to pay all rental fees on a monthly basis as specified during the rental process.
- 2.2 All overdue accounts of 30 days will be subject to penalty fees.
- 2.3 The renter will pay for the repair of any damage, beyond normal wear and tear, any persons other than County employees incur to this bin(s) while it is located on the Renter's property.
- 2.4 The Renter will be given 30 days' notice of any rates changes for the Bin(s) rental and collection services.



3. **GENERAL**

- 3.1 This Agreement is non-transferrable.
- 3.2 The Waste Bin will be for the purposes of collecting **ONLY BAGGED HOUSEHOLD WASTE**. The Waste Bin will NOT be used for:
  - 3.2.1 Collection of metal, appliances, large volumes of wood/wood by-products, furniture, batteries, shingles, concrete.
  - 3.2.2 All hazardous materials (liquid or solid) are strictly prohibited from the bin(s).
- 3.3 The Renter will be responsible for the provision of free and suitable access to and from the delivery site and for ensuring suitable ground conditions for the delivery, placement and removal of the bin.
- 3.4 The Renter shall indemnify and save harmless the County from any and all losses, costs, damages, actions, causes of action, suits, claims and demands resulting from the Renters failure to comply with the terms of this Agreement.

4. **TERMINATION**

This Agreement shall come to an end:

- 4.1 Failure to comply with the terms of this agreement.
- 4.2 Failure to pay account within 90 days will result in termination of agreement, termination of service, and removal of the Bin(s).
- 4.3 The County may terminate this agreement at any time without notice and for any reasons.

5. **REPRESENTATIVES**

For the purpose of this Agreement, the following named individual is the representatives of the parties to this Agreement and are hereby enabled to perform all obligations of the parties to this Agreement as contained within this Agreement:

**THE RENTER:**

**SMOKY LAKE COUNTY**

\_\_\_\_\_  
Signature:

\_\_\_\_\_  
Signature: County Representative

5.1



WATER & WASTEWATER PLAN

(W&W) INFRASTRUCTURE

Goal	Progress Update	Current Completi...
<p><b>Water Activity: 100%</b></p>	<p><b>Dave Franchuk:</b>  <b>Achievements:</b> Reporting period from August 1, 2021 to October 4, 2021</p> <p>Aug 3 Repair Damaged keypad at Spedden Truckfill and install updated communications antenna.            Aug 6 Replace cracked piping inside Was Katzenau truckfill.            Aug 10 Safely clean out electrical box at Spedden truckfill plug holes with steel wool and place mice poison and traps.            Aug 13 Install high gain antenna at Spedden water facility.            Aug 23 order water testing supplies and chemicals.            Aug 24 Wash and clean up Spedden water facility.            Aug 26 Read Warspite water meters.            Sept 1 Repair truckfill distribution pipe and PVC piping inside pipe leaks.            Sept 7 Wash and clean up Warspite water facility, set traps possible mouse issue.            Sept 10 Clean and repair distribution hose at Bellis truckfill and mouse proof building.            Sept 16 Repair and clean debris from pressure reducing valve a Spedden water facility truck fill.            Sept 20 Renewal of truckfill Flowpoint agreement.            Sept 22 Vilna water facility inspection with Alberta Environment and Parks.            Sept 24 Pump out hydrants where required and fall checks/winterize each Warspite Hydrant.            Sept 27 Warspite water meter reading.            Sept 29 Service credit card printers at Spedden, Smoky Lake and Bellis truck fills.            Oct 4 Service and inspect raw water shack heaters.</p> <p><b>Challenges:</b> <i>No value</i>  <b>Next Steps:</b> <i>No value</i>            2021/10/04</p>	<p>95% 95 / 100%</p>

Waste Water: 100%

**Dave Franchuk:**

**Achievements:** Reporting period from August 1 to October 4, 2021.

- Aug 5 Clean lift station pumps and install new bucket screens at Warspite lift station.
- Aug 10 Repair and clean lift station winch cables at Warspite sewage lift station.
- Aug 17 Had vac truck clean out sewage pit.
- Aug 25 Lift pumps and check for debris.
- Aug 31 Cut grass at Warspite lagoon and repair road to lagoon.
- Sept 13 Service furnace at Warspite lift station.
- Sept 16 Replace lift station filter buckets.
- Sept 29 Cut grass at the Bellis Lagoon.

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/04



Waste Management: 100%

**Dave Franchuk:**

**Achievements:** Reporting period from August 1 to October 4, 2021

- Aug 3 Train casual employee at the Smoky Lake transfer station.
- Aug 4 Light up burn pits and have bush bunny stand by then extinguish.
- Aug 5 Light up burn pits and have bush bunny stand by then extinguish.
- Aug 9 Repair fence at Spedden landfill and replace locks.
- Aug 10 Site inspections, Cleaning ash from burn pits with skid steer, replace locks at Spedden again and install camera.
- Aug 11 Picking up discarded furniture and wire East of Vilna. Tending to used paint bins and cleaning electronic sites.
- Aug 13 Freon removal on Waskatenau refrigeration units.
- Aug 16 Send pictures to Alberta Recycling as required for tire pick up.
- Aug 17 Tend to Freon removal at the Spedden and Bellis site refrigeration units.
- Aug 20 Tend to Freon removal at the Vilna and started Smoky Lake refrigeration units.
- Aug 24 Cleaning ash at burn pits at Bellis and Vilna transfer sites. Recycled paints picked up at all sites.
- Aug 25 Freon removal at the Smoky Lake transfer station refrigeration units.
- Aug 26 Pic up garbage at the Mons lake and Victoria school bin sites
- Sept 3 Freon removal at Smoky Lake site and service Freon removal equipment.
- Sept 7 Repair door knob at the Smoky Lake transfer site shack.
- Sept 15 Chemical containers shredded and hauled away at the Vilna and Smoky Lake transfer stations.
- Sept 16 Change batteries at the Spedden and Vilna security cameras.
- Sept 22 Move oil tank inside covered shed and clean and paint building at the Vilna transfer station.
- Sept 23 Painting take it or leave it shed at Spedden and clean up.
- Sept 24 Picking loose garbage along the fence at the Smoky Lake transfer station.
- Sept 25 Service and repair propane heater at the Smoky Lake transfer station.
- Sept 28 Moving oil containment tank under roof of shed and clean up the site.
- Oct 4 Completed removing Freon from refrigeration units at all transfer stations.

**Challenges:** *No value*

**Next Steps:** *No value*

2021/10/05

97%  
97 / 100%  
3% ahead

Regional Water: 100%

Dave Franchuk:

Achievements: Reporting period from August 1 to October 4, 2021.

- Aug 4 Check on all valve boxes pump out when required.
  - Aug 5 SCADA Leak detection check.
  - Aug 10 Repair to knocked down road crossing signs.
  - Aug 18 Hwy 28/63 Regional meeting.
  - Aug 20 PCL working on Whitefish Lake reservoir deficiencies.
  - Aug 23 Order water testing materials.
  - Sept 1 Wash and cleanup at Whitefish reservoir and Warspite booster stations. Submit operating time and mileage.
  - Sept 2 Tend to Whitefish lake alarm issues.
  - Sept 3 Meeting with AE regarding traffic count.
  - Sept 9 Traffic count on RR 130.
  - Sept 16 Install game camera at the Whitefish Lake reservoir.
  - Sept 17 Clean and wash floors at the Whitefish Lake reservoir and Warspite booster station.
  - Sept 20 Collect and send away water samples from Whitefish Lake reservoir.
  - Sept 22 CAV checks from Warspite to Bellis.
  - Sept 23 CAV checks and pump out CAVs on RR 164 and 144.
  - Sept 27 Install UPS at Whitefish and Spedden.
  - Oct 4 Clean and set singer valve at the Smoky Lake booster station.
- 42 line locates tended to during this reporting period.

Challenges: *No value*

Next Steps: *No value*

2021/10/05

97%  
97 / 100%  
3% ahead

**Administrative Activity (W&W): 100%**

**Dave Franchuk:**

**Achievements:** Reporting period from August 1 to October 4, 2021.

- Aug 3 Managers Meeting. Work on Environment and Parks department agenda package.
- Aug 4 Hwy 28/63 Water study meeting.
- Aug 9 Managers Meeting.
- Aug 16 Managers Meeting, reviewing parks and rec policies and work plan.
- Aug 20 Research and submit information for half year in review.
- Aug 23 Managers Meeting.
- Aug 24 Departmental Operations Meeting.
- Aug 25 Evergreen meeting.
- Aug 26 Meet with AE and contractors at Whitefish lake reservoir.
- Aug 27 Metals Recycling Meeting.
- Aug 30 Managers Meeting.
- Sept 7 Managers Meeting.
- Sept 13 Managers Meeting.
- Sept 14 Capital budget inquires.
- Sept 15 Budget Meeting.
- Sept 16 Joint Health and Safety Meeting.
- Sept 17 Metis crossing tour and projects Meeting.
- Sept 20 Managers Meeting.
- Sept 21 Departmental Meeting.
- Sept 22 Evergreen Meeting.
- Sept 23 Inquiring of lake maintenance contracts.
- Sept 27 Managers Meeting.
- Sept 29 Regional Waterline Meeting.
- Oct 4 Managers Meeting.

**Challenges:**

**Next Steps:** *No value*  
2021/10/05

**Parks and Recreation: 100%**

**Dave Franchuk:**

**Achievements:** Reporting period August 1 to October 4, 2021.

96%  
96 / 100%  
2% ahead

96%  
96 / 100%

- Aug 3 Fill hole in at Hanmore Lake boat launch. Pick up 6 picnic tables from Bellis Vet clinic, Bonnie lake maintenance.
- Aug 4 Clean toilets on trail, cut grass at Waskatenau water station start trimming grass at warspite.
- Aug 5 Cut grass at Warspite and then at Spedden.
- Aug 6 Tend to garbage bins and toilets down the iron horse trail. and tend to wasp nests at Hanmore lake toilets.
- Aug 10 Cutting grass around Bellis and tending to fallen trees at Hanmore lake and repair door on toilet.
- Aug 11 Installing flag poles front of office.
- Aug 12 Finish installing poles and cut grass around office and bring picnic tables.
- Aug 13 Tend to leaning trees at Hanmore lake and Belis Beach. clean out horse shoe pits at Bonnie Lake resort and move picnic tables.
- Aug 16 Start taking picnic tables and bleachers to Metis crossing.
- Aug 17 Bonnie lake and Shemlock lake maintenance. Kuduik lake cleanup.
- Aug 18 Move bleachers and picnic tables to Metis Crossing.
- Aug 19 Splitting wood and tending to wasp nests at Bellis beach and mons lake.
- Aug 20 Trimming grass along the trail.
- Aug 24 Tend to Mons lake set up picnic tables and trim grass for annual BBQ.
- Aug 26 Tend to garbage and trimming grass on trail.
- Aug 30 place roof back on toilet at Mons lake.
- Sept 2 Maintenance at Bonnie Lake cut grass till playground, prep for annual BBQ.
- Sept 7 Put up Ukrainian Flag, tend to fallen trees at Mons Lake and split wood for town.
- Sept 9 Traffic count.
- Sept 13 Inspect boat launch at Bonnie lake and inquire costs regarding budget.
- Sept 14 Cutting grass Bonnie Lake north.
- Sept 15 Cutting trees at Hamore, trimming grass along the municore trail trail.
- Sept 27 Moving foldable tables to gazebo for Pumpkin days farmers market.
- Sept 28 Started grooming municore trail.
- Oct 1 Moving picnic tables to the Smoky Lake complex
- Oct 4 Removing folding tables from town Gazebo and picnic tables from Smoky Lake complex.

**Challenges:** *No value*

**Next Steps:** *No value*

5.2

**EVERGREEN REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION MEETING**

Wednesday, August 25, 2021

County of St. Paul Office

10:00 a.m.

**AGENDA**

1. Call to Order
  - a. Additions to the Agenda
2. Minutes of July 14, 2021 Regular Meeting  
Minutes of August 4, 2021 Special Meeting
3. Business Arising from Minutes
  - a. New Bylaw
  - b.
  - c.
  - d.
4. Closed Meeting Session
5. Financials
  - a. Treasurer's Report
  - b.
6. New Business
  - a. Regional Site Report
  - b. Video Surveillance Policy
  - c.
  - d.
  - e.
  - f.
7. Other Business/Correspondence
  - a. RCA Conference
  - b. Site Visit form Fire Department
  - c. Pilot Project Information- Saddle Lake
  - d,
  - e.
8. Next Meeting
9. Adjournment



**EVERGREEN REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION**

**Minutes of Regular Meeting**

**County of St. Paul Office  
Wednesday, July 14, 2021  
10:00 a.m.**

Members Present:

Steve Upham- Chairman  
Ron Boisvert  
Debra McQuinn  
Randy Orichowski  
Dan Kotylak- Virtually  
Leo Chapdelaine- Virtually  
Richard Warren- Virtually

Members Absent:

Nathan Taylor

Alternates Present:

Maxine Fodness  
Terri Hampson- Virtually  
Hank Holowaychuk- Virtually

Paul Poulin- Manager Evergreen Landfill  
Ashley Cozzens- Recording Secretary  
Tim Mahdiuk- County of St. Paul  
Sheila Kitz- County of St. Paul  
Steven Jeffery- Town of St. Paul- Virtually  
Kim Heyman- Town of St. Paul- Virtually  
Dave Franchuk- Smoky Lake County

**1. CALL TO ORDER**

Steve Upham called the meeting to order at 10:05 a.m.

**a. Additions to Agenda**

- 3. a. Bylaws/ Policies/ Business Plan
- Add 7.a. Banner Engineering- Authorization Letter
- Add 7.b. AB Recycling Webinar

Randy Orichowski made a motion to accept the agenda with the additions.

**CARRIED**

2. **MINUTES OF JUNE 16, 2021 REGULAR MEETING**

Debra McQuinn made a motion to adopt the minutes of the June 16, 2021 Regular Meeting as presented.

**CARRIED**

3. **BUSINESS ARISING FROM MINUTES**

a. **Bylaws/ Policies/ Business Plan**

Randy Orichowski made a motion to review the bylaws, policies and business plan on Wednesday, August 4, 2021 at ten at the County of St. Paul Office.

**CARRIED**

4. **CLOSED MEETING SESSION**

Debra McQuinn made a motion to go into closed session for legal at 10:14 a.m.

**CARRIED**

Ron Boisvert made a motion to return to the regular meeting at 10:30 a.m.

**CARRIED**

Ron Boisvert made a motion to consult legal on how to respond to the current correspondence that we received.

**CARRIED**

5. **TREASURERS REPORT**

Ashley Cozzens presented the Treasurer's Report to June 30, 2021.

Leo Chapdelaine made a motion to accept the treasurer's report as presented.

**CARRIED**

6. **NEW BUSINESS**

a. **Regional Site Report**

Paul presented the site report for the Evergreen Landfill July 2021:

- Transfer station site inspections were done and completed for the sites around the County of St.Paul. Smoky Lake County sites will be done late summer/early fall.
- Continuing to haul clay on the MSW cells and transfer station. Hoping to create a good intermediate cover before winter. Hope to hire or rent the rock truck late this fall to help with hauling.
- Freon units are being processed, propane tanks will be next
- The seal from the short shaft of the compactor let go. Repairs are in the works
- Monitoring well sampling is taking place this week
- Will try to book straw for winter cover. However due to the weather, hotter and dryer summer, it may be harder to find straw as to not compete with the farmers. May look into alternate daily cover to get by; shingles, wood, mulch, will use clay as long as possible
- Surveying will be done for the air space remaining on the MSW cells

Ron Boisvert made a motion to accept the Regional Site Report as information.

**CARRIED**

**b. Swirltex**

On July 7 had a meeting with Swirltex; this is a portable waste water treatment option for leachate or lagoons, to treat and release treated water to the environment and the waste sludge to be disposed to the landfill.

This unit is to be rented and operated by Swirltex on a monthly basis.

They will need storm water retention samples, discharge criteria as per our approval. They would like to come and see the site.

**c. Alberta CARE Meeting**

Alberta CARE Meeting takeaways:

- HHW lots of uncertainties there; looking for solutions
- E-Waste new items added to the list. Additional signs will be provided for sites.
- EPR (extended producer responsibility) discussion around the paper, news print
- Plastics- increase in HHW concerns as people are putting HHW into pesticide jugs that are brought to the landfills/ transfer stations to be shredded.
- Due to the high prices of lumber the demand for plastics has increased.
- Alberta CARE AGM will be held in person at the Leduc Golf and Country Club July 30
- Alberta CARE Regional Meeting will be held December 3 at the Executive Royal Hotel, Leduc

Debra McQuinn made a motion to receive the Alberta CARE Meeting report as information.

**CARRIED**

**d. Household Hazardous Waste**

Discussed in Alberta CARE Meeting.

Talked to Dave from ARMA and there will be an announcement regarding HHW at the Alberta Care Conference this fall.

Randy Orichowski made a motion to receive the Household Hazardous Waste report as information.

**CARRIED**

**e. Site Inspections Transfer Stations**

Site Inspections Transfer Stations was discussed in the site report.

Sheila Kitz entered meeting at 11:11 a.m.

**f. Metal Recycling**

Metal recyclers have been approaching us for business. Paul would like to set up a meeting with the Municipalities Supervisors to discuss who will be used for metal servicing this year.

Debra McQuinn made a motion to receive the metal recycling report as information.

**CARRIED**

**7. OTHER BUSINESS/CORRESPONDENCE**

**a. Banner Engineering - Authorization Letter**

Evergreen received a letter from Alberta Environment and Parks authorizing to temporary discharge the effluent from the Whitney Lake Wastewater facility storage cell to forested area via at grade disposal system from July 1, 2021 to June 1, 2024.

Evergreen Regional Waste Management Services Commission  
Regular Meeting Minutes- July 14 2021

Discussion on Banner Engineering coming to the Evergreen Regional Site to see if there could be alternate methods to disposing our leachate, approved through our approval. Looking for efficiency's in the disposal of our leachate in the future.

Ron Boisvert made a motion to approve Banner Engineering coming to Evergreen Regional Landfill for a site visit.

**CARRIED**

**b. AB Recycling Webinar**

AB Recycling Webinar will be held Tuesday, July 27, 2021.

**8. NEXT MEETING**

Next meeting is to be scheduled for Wednesday, August 25, 2021 at 10:00 a.m. County of St. Paul Office.

**9. ADJOURNMENT**

Steve Upham adjourned the meeting at 11:38 a.m.

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Date

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Commission Chairman

5.3

**EVERGREEN REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION MEETING**

Wednesday, September 22, 2021  
County of St. Paul Office  
10:00 a.m.

**AGENDA**

1. Call to Order
  - a. Additions to the Agenda
2. Minutes of August 25, 2021 Regular Meeting
3. Business Arising from Minutes
  - a. Policies/ Schedules
  - b.
  - c.
  - d.
4. Closed Meeting Session
5. Financials
  - a. Treasurer's Report
  - b.
6. New Business
  - a. Regional Site Report
  - b. Metal Servicing
  - c. CIELO Site Visit
  - d. Summation Statement for Incoming Governance
  - e. Staff Member Leaving
  - f.
  - g.
7. Other Business/Correspondence
  - a.
  - b.
  - c.
8. Next Meeting
9. Adjournment

**EVERGREEN REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION**

**Minutes of Regular Meeting**

**County of St. Paul Office  
Wednesday, August 25, 2021  
10:00 a.m.**

Members Present:

Steve Upham- Chairman  
Nathan Taylor  
Debra McQuinn  
Randy Orichowski  
Dan Kotylak- Virtually  
Leo Chapdelaine  
Richard Warren- Virtually

Alternates Present:

Maxine Fodness  
Ron Boisvert- Virtually  
Terri Hampson- Virtually  
Hank Holowaychuk- Virtually  
Dan Gawalko- Virtually

Paul Poulin- Manager Evergreen Landfill  
Ashley Cozzens- Recording Secretary  
Dave Franchuk- Smoky Lake County- Virtually

1. **CALL TO ORDER**

Steve Upham called the meeting to order at 10:05 a.m.

**a. Additions to Agenda**

Leo Chapdelaine made a motion to accept the agenda as presented.

**CARRIED**

2. **MINUTES OF JULY 14, 2021 REGULAR MEETING**

Debra McQuinn made a motion to adopt the minutes of the July 14, 2021 Regular Meeting as presented.

**CARRIED**

**MINUTES OF AUGUST 4, 2021 SPECIAL MEETING**

Leo Chapdelaine made a motion to adopt the minutes of the August 4, 2021 Special Meeting with the one change.

**CARRIED**

**3. BUSINESS ARISING FROM MINUTES**

**a. New Bylaw**

Commission Members discussed Bylaw 12 which is to repeal and replace Bylaw 1-2000, Bylaw 2-2000 and Bylaw 11. Bylaw 12 will have the additions of upfront fees that are to be paid by each Member Municipality at the beginning of each year, adding and removing Members of the Commission and the disestablishment of the Commission.

Moved by Nathan Taylor that Bylaw 12, a bylaw to repeal and replace Bylaw 1-2000, Bylaw 2-2000 and Bylaw 11 be given first reading.

**CARRIED**

Moved by Leo Chapdelaine that Bylaw 12 be given a second reading.

**CARRIED**

Moved by Debra McQuinn that Bylaw 12 be presented at this meeting for a third and final reading.

**CARRIED**

Moved by Nathan Taylor that Bylaw 12 be given a third reading.

**CARRIED**

**4. CLOSED MEETING SESSION**

Randy Orichowski made a motion to go into closed session for legal at 10:15 a.m.

**CARRIED**

Dan Kotylak made a motion to return to the regular meeting at 10:28 a.m.

**CARRIED**



5. **TREASURERS REPORT**

Ashley Cozzens presented the Treasurer's Report to July 31, 2021.

Randy Orichowski made a motion to accept the treasurer's report as presented.

**CARRIED**

6. **NEW BUSINESS**

a. **Regional Site Report**

Paul presented the site report for the Evergreen Landfill August 2021:

- Clean farms came and shredded the pesticide containers at the landfill
- Banner Engineering came for a site visit
- Metal is at \$70/tonne; will be a meeting this Friday to discuss who will be recycling our metal for the year
- CIELO site visit- in September during the AB Care Conference in Bonnyville

Nathan Taylor made a motion to extend an invitation to CIELO to come for a site tour at the Evergreen Regional Landfill.

**CARRIED**

Debra McQuinn made a motion to accept the Regional Site Report as information.

**CARRIED**

Nathan Taylor made a motion to have the Evergreen Regional Waste Management Services Commission's Manager Evaluation done at the next regular meeting. Questions will be sent to the Commission Members two weeks prior to the meeting

**CARRIED**

b. **Video Surveillance Policy**

Randy Orichowski made a motion to draft a policy for video surveillance at the Evergreen Regional Landfill

**CARRIED**

7. **OTHER BUSINESS/CORRESPONDENCE**

a. **RCA Conference**

Nathan Taylor made a motion that the Evergreen Regional Waste Management Services Commission will cover the registration fee for Steve Upham to attend the RCA Conference in Banff, September 29 to October 1, 2021.

**CARRIED**

b. **Site Visit from Fire Department**

The Deputy Chief of the St. Paul Fire Department came to the Evergreen Regional Landfill for a site visit on August 18, 2021.

- Tour of the site to determine any concerns for possible fire that could take place,
- looking at available resources on site, if required,
- looking at the access roads on and around the MSW cells and inert cells
- updated contact information and maps of the site were provided

Dan Kotylak made a motion to accept the letter from the Deputy Chief from the St. Paul Fire Department as information and to have the letter included in the annual reports for next year.

**CARRIED**

Debra McQuinn made a motion to purchase a lock box and have it installed at the green gates entrance.

**CARRIED**

c. **Pilot Project Information- Saddle Lake**

Paul has been in communication with Indigenous Services Canada regarding the Evergreen Regional Landfill being the final disposal landfill for MSW from our bordering First Nation Communities.

Randy Orichowski made a motion to file the pilot project information- Saddle Lake discussion as information.

**CARRIED**

8. **NEXT MEETING**

Next meeting is to be scheduled for Wednesday, September 22, 2021 at 10:00 a.m.  
County of St. Paul Office.

9. **ADJOURNMENT**

Steve Upham adjourned the meeting at 11:11 a.m.

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Date

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Commission Chairman