

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, December 14, 2021 at 9:00 o'clock A.M.
Virtual through Zoom Platform

Meeting ID: 837 3518 5530 Passcode: 907820

<https://us02web.zoom.us/j/83735185530?pwd=YvsxczdxYk80WU81aEkyUm1PVl9Hdz09>

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

1. Meeting:

- 1.1 Call to Order.
- 1.2 Election of Environments and Parks Chairperson.
- 1.3 Election of Environment and Parks Vice Chairperson.

2. Agenda:

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

3. Minutes:

- 3.1. Adopt minutes of October 12, 2021– Utilities Meeting: Environmental Operations Meeting. ©

Recommendation: Motion to Adopt.

- 3.2 Utilities Meeting: October 12, 2021 Environmental Operations: **Action List.** ©

Recommendation: File for Information.

4. Request for Decision:

No Request for Decision.

5. Issues for Information:

- 5.1 Managers' Report. ©
- 5.2 Evergreen Regional Waste Management Services Commission Meeting October 13, 2021. ©
- 5.3 Waste Transfer Station Holiday Hours. December 2021-January 2022. ©

Recommendation: File for information.

6. Correspondence:

- 6.1 New Post on Agricultural Service Boards. ©
- 6.2 Campground online reservation proposal. ©

Recommendation: For Discussion.

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, **October 12, 2021**, at 11:40 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, Oct. 12, 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	Virtually Present
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
GIS Officer	Carole Dowhaniuk	Virtually Present

No Members of the Media were present.
One Member of the Public was virtually present.

2. Agenda:

1282-21: Orichowski That the Smoky Lake County Council Environmental Operations Meeting Agenda for Tuesday, October 12, 2021, be adopted, as presented.

Carried Unanimously.

3. Minutes:

1283-21: Gawalko That the Minutes of the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, August 10, 2021, be adopted as presented.

Carried.

1284-21: Lukinuk That the Action List from the Smoky Lake County Council Environmental Operations Meeting held on Tuesday, August 10, 2021, 2021, be filed for information.

Carried.

4. Request for Decision:

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

1285-21: Lukinuk Smoky Lake County Policy Statement No. 04-10-03: Waste Bin Rental Agreement, be amended as follows:

Title: Waste Bin Rental Agreement	Policy No.: 10-03
Section: 04	Code: P-R
	Page No.: 1 of 4 E
Legislation Reference: Alberta Provincial Statutes	
Purpose:	<ol style="list-style-type: none"> To provide garbage collection service. To establish a written agreement between the Applicant and Smoky Lake County for the rental of waste bin(s).

Policy Statement and Guidelines:	
1. STATEMENT:	
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.
2. OBJECTIVE(S):	
	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.
3. GUIDELINES:	
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 <i>Schedule "A": Waste Bin Rental Agreement</i> 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).

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

Policy Statement and Guidelines:	
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.

Section 04

Policy: 16-02



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:

_____ QUARTER SECTION TOWNSHIP RANGE MERIDIAN

WHEREAS the Landowner, as the renter acknowledges and agrees to enter into an agreement with County to rent a 0-yard front load bin for the purpose of collecting garbage. I request that the County collect the 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 ~~\$300.00 per month~~ for the rental of the bin and a ~~\$10.00 fee for each bin of collection/drop on delivery~~. 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.

Waste Bin Rental Agreement - Schedule "A"

Page 3 of 4.

Section 04

Policy 20-03

- 2 -

3. GENERAL

- 3.1 This Agreement is non-transferable.
- 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

Waste Bin Rental Agreement - Schedule "A"

Page 4 of 4.

Carried.

5. Issues for Information:

Environmental Operations: Manager's Report

1286-21: Lukinuk That Smoky Lake County's Environmental Operations Manager's report for the period of August 6, 2021 to October 4, 2021, be accepted and filed for information.

Carried.

Evergreen Regional Waste Management Services Commission – Minutes

1287-21: Orichowski That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on August 25, 2021, at the County of St. Paul No. 19's office, be filed for information.

Carried.

Evergreen Regional Waste Management Services Commission – Minutes

1288-21: Gawalko That the agenda package received by Smoky Lake County from Evergreen Regional Waste Management Services Commission's Regular Meeting held on September 22, 2021, at the County of St. Paul No. 19's office, be filed for information.

Carried.

6. Correspondence:

No Correspondence.

7. Delegation:

No Delegation.

8. Executive Session:

No Executive Session.

Next Meeting

1289-21: Gawalko That the next Smoky Lake County Council **Environmental Operations Meeting** be scheduled for **Tuesday, December 14, 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:

1290-21: Halisky That the Smoky Lake County Council Environmental Operations Meeting of October 12, 2021, be adjourned, time 12:19 p.m..

Carried.

CHAIRPERSON

S E A L

CHIEF ADMINISTRATIVE OFFICER



ENVIRONMENTAL OPERATIONS ACTION LIST OCT.12, 2021AS OF 2021/12/06

2
GOALS

100%
GOAL COMPLETION

- Draft
- Not started
- Behind
- On Track
- Overdue
- Complete → Direct Alignment
- Indirect Alignment

GOAL

Meeting...	Motio...	Goal	Details	Owner	Progress Update	Curr...
2021/10/12	1285-21	2021 10 12 Environmental Operations	→ Policy Statement No. 04-10-03: Waste Bin Rental Agreement	Municipal Clerk	Jenna Preston: Achievements: Policy Statement No. 04-10-03: Waste Bin Rental Agreement was incorporated into the Governance Policy Manual and posted to the website. Challenges: No value Next Steps: No value	Completed 100 /

5.1

(E&P) INFRASTRUCTURE

Goal	Progress Update	Current Completi...
Water Activity: 100%	Dave Franchuk:	95%
	Achievements: Reporting period from October 5 to December 7, 2021.	95 / 100%
Oct 5	Meet with Vilna CAO and Aquatec Diver during Vilna reservoir inspection.	5% behind
Oct 7	Minor repairs to the piping inside Smoky Lake truckfill.	
Oct 12	Clean and repair solenoid and repair distribution hose at the Washtenau raw water truckfill.	
Oct 14	Replace week breaker for well Smoky Lake raw water truckfill well pump.	
Oct 15	Meet with Alberta Parks and Environment regarding Vilna Reservoir.	
Oct 22	Update water truckfill accounts.	
Oct 25	Collecting lead testing samples at Warspite and send off to lab as per new requirement of Alberta Environment and Parks.	
Oct 26	Read Warspite water meters, Meet with Alberta Health Services at Vilna Reservoir.	
Oct 27	Meet with Alberta Environment and Parks engineer at the Vilna Reservoir.	
Oct 28	Service back up generator at the Warspite water facility.	
Nov 2	Collect samples at Vilna reservoir and regional line and send off to lab as required by Alberta Environment and Parks.	
Nov 5	Servicing/troubleshooting solenoid valves and drainage pipe at Warspite truck fill.	
Nov 8	Online meeting with Alberta Health and Alberta E&P regarding Vilna reservoir.	
Nov 9	Repair minor leak at Bellis truckfill.	
Nov 16	Snow removal at all water facilities and truckfills.	
Nov 17	Collect water samples and send off to lab as per Alberta Environment and Parks.	
Nov 19	Shut off curb valve (cc) at Warspite as requested by home owner. Inspection on back up generator and Warspite alarm system.	
Nov 22	Update truckfill system on computer.	
Nov 24	Repair furnace at Warspite water facility (Replaced purging fan motor cleaned and serviced.	
Nov 25	Replace thermostat for Warspite water facility. Warspite water meter reading.	
Nov 26	Wash floors at Warspite and Spedden water facilities.	
Nov 29	Replace truckfill solenoid at Spedden water facility.	
Dec 2	Reset truckfill modem at Spedden truckfill.	
Dec 3	Repair and set check valve at Warspite Water truckfill.	

Challenges: *No value*

Next Steps: *No value*
2021/12/08

Waste Water: 100%

Dave Franchuk:

Achievements: Reporting period from October 5 to December 7, 2021

- Oct 7 Empty sewage screen bucket and check on lift station pumps, check sewage alarms.
- Oct 27 Service furnace at the Warspite lift station, tidy and clean facility.
- Nov 1 Lagoon inspections at Warspite and Bellis.
- Nov 9 Clean up fallen tree on the Warspite lagoon road, buck up for fire wood.
- Nov 17 Snow removal at Warspite lift station and lagoon road.
- Nov 19 Snow removal at Bellis lagoon road.

96%
96 / 100%
4% behind

Challenges: *No value*

Next Steps: *No value*
2021/12/07

Waste Management: 100%

Dave Franchuk:

Achievements: Reporting period from October 5 to December 7, 2021

- Oct 6 Tidy up oil containment area at the Bellis transfer station, push up burn pits with skid steer.
- Oct 7 Tidy up oil containment area at the Smoky Lake transfer station and move large TVs into Sea Can.
- Oct 8 Replace thermopile on furnace at the Spedden transfer station.
- Oct 12 Safety inspections at all transfer stations.
- Oct 13 Remove freon from the refrigeration units at the Smoky Lake and Bellis transfer stations.
- Oct 14 Remove discarded furniture north of Smoky Lake RR 181.
- Oct 20 Tidy up paint recycling bins and take it or leave it shack at Smoky Lake transfer station.
- Oct 21 Tidy up paint recycling bins at Spedden and Bellis transfer stations.
- Oct 26 Remove fallen tree at Spedden transfer station buck up for fire wood and repair fence.
- Oct 28 Repair and replace recycle signage at all sites take pictures and send off to Alberta Recycle.
- Nov 2 Set up camera at new location at Spedden transfer station, previous one was shot at during the weekend.
- Nov 3 Pic up garbage bags and discarded pannels by Whitefish Reservoir on RR 130.
- Nov 4 Pushing up burn pits at Smoky Lake transfer station with skid steer. Pick up garbage on RR 124 by Spedden transfer station.

97%
97 / 100%
3% behind

- Nov 5 Pick up discarded furniture on RR 172A Smoky Lake transfer station road.
- Nov 8 Repairs to chemical jug recycling area at the Smoky Lake transfer station.
- Nov 9 Continue on chemical jug recycling area, as more space required.
- Nov 16 Snow removal at the waste transfer stations.
- Nov 17 Snow removal at the waste transfer stations and bin sites throughout the county.
- Nov 23 Pick up garbage south of waskatenau on RR 194.
- Nov 24 Cleaning Bellis transfer station, some items taken to Smoky Lake landfill as Bellis is not supposed to take dry waste.
- Nov 25 Cleaning Spedden oil recycling containment area and Chemical jug recycling storage area.
- Nov 26 Remove discarded propane tanks at the Hamlin bin site and repair man gate.
- Nov 29 Pick up discarded refrigerator in ditch on RR 130.
- Dec 1 Remove 2 waste bins from Iron horse cafe as they had decided to have Waste Management contract out the waste services.
- Dec 7 Replace plastic waste bin lid at the Edward bin site.

Challenges: *No value*

Next Steps: *No value*
2021/12/07

Regional Water: 100%**Dave Franchuk:****Achievements: Achievements:**

Reporting period from October 5 to December 7, 2021.

- Oct 6 Flushing Whitefish Lake reservoir, then clean and store equipment.
 - Oct 13 Flushing Whitefish Lake reservoir, then clean and store equipment.
 - Oct 15 Top up Whitefish Lake reservoir and monitor fill over the weekend.
 - Oct 18 Top up Ammonia and Chlorine tanks at the Whitefish reservoir.
 - Oct 19 Test water at Whitefish Lake reservoir and change batteries on the security camera.
 - Oct 20 Check CAV's on east end of the regional line.
 - Oct 21 Meet with Whitefish Lake reservoir contractors and Associated Engineering regarding inefficiencies.
 - Oct 25 Complet mono, free and total chlorine water tests at the Whitefish Lake reservoir.
 - Oct 26 Pump out CAV's on east end of the regional line.
 - Oct 29 Top up Ammonia and Chlorine tanks a the Whitefish reservoirs, high usage as home cisterns are being filled.
 - Nov 1 Submit Regional monthly water use as per invoicing regional partners.
 - Nov 3 Pump out CAV's on RR 130 to Whitefish Lake Reservoir.
 - Nov 4 Install second security camera at the Whitefish Lake reservoir.
 - Nov 9 Top up Chlorine tank at Whitefish Lake.
 - Nov 10 Assist County of St. Paul water operator with leak on Chem Scan unit at the Speeden water facility.
 - Nov 17 Meet with Vector Controls to discuss issues with alarms and HMI pannel.
 - Nov 23 Chlorine order had arrived distribute to SmokyLake and Whitefish Lake Water facilities.
 - Dec 1 Submit regional monthly water use, as per invoicing regional partners.
 - Dec 2 Assist Thorhild County water operators with SCADA communication issues.
- During this reporting period we had 44 Alberta First Calls to tend to.

Challenges: *No value*

Next Steps: *No value*

2021/12/07

97%
97 / 100%
3% behind

Administrative Activity (E&P): 100%

Dave Franchuk:

Achievements: Reporting period from October 5 to December 7, 2021

- Oct 5 Working on Environment and Parks utility agenda.
- Oct 6 Operations budget meeting with Gene and Brenda.
- Oct 7 Complet Environment and Parks agenda.
- Oct 12 Environment and Parks meeting.
- Oct 13 Evergreen meeting
- Oct 14 Safety meeting.
- Oct 25 Managers meeting.
- Oct 28 Organizational meeting.
- Oct 29 Budget meeting.
- Nov 1 Managers meeting. Ironhorse trail Inspection and lock all trail gates open.
- Nov 3 Cascade training.
- Nov 5 Online meeting with Alberta Environment and Parks and Alberta Health regarding the Village of Vilna's water reservoir.
- Nov 8 Managers meeting.
- Nov 15 Managers meeting.
- Nov 16 Work on report regarding Vilna water reservoir. Meet with auditor to clarify and answer any questions.
- Nov 19 Budget meeting.
- Nov 22 Managers meeting. Safety audit exit report meeting.
- Nov 29 Managers meeting.
- Dec 6 Managers meeting. Work on Environment and Parks utility agenda.
- Dec 7 Complet Environment and Parks utility agenda and managers report.

Challenges: *No value*

Next Steps: *No value*

2021/12/07

Parks and Recreation: 100%

Dave Franchuk:

Achievements:

- Reporting period from October 5 to December
- Oct 8 Remove fallen tree on trail, buck up for firewood
- Oct 14 Remove dirt from under Texas gates on trail.

96%
96 / 100%
4% behind

96%
96 / 100%
4% behind

- Oct 18 Repair and maintenance at Bonnie Lake resort playground.
- Oct 19 Maintenance at the Riverland campsite, Mons Lake, Bellis Beach, and Shemlock Lake.
- Oct 20 Cut down dead trees at the Spedden playground area and bucked up for firewood.
- Oct 25 Maintenance at the Vilna picnic area. Prepare the boat for taking out swim rafts.
- Oct 26 Remove floating docks for winter at Bonnie Lake, Kaduk Lake, and Hanmore Lake East.
- Oct 27 Continue removing docks at Hanmore and Mons Lake.
- Oct 28 Maintenance at Paradise Cove, Hanmore Lake, and Mons Lake.
- Oct 29 Remove Swim platform and swim area from Main beach at Hanmore Lake.
- Nov 1 Maintenance at Bellis playground.
- Nov 3 Cutting leaning trees on the trail and bucking up for firewood.
- Nov 4 Maintenance at Picnic area pick garbage etc.
- Nov 5 Tend to leaning trees and picking up branches down the municore trail, buck up wood for firewood.
- Nov 8 Maintenance on Victoria day camp area and Warspite.
- Nov 10 Lower flags throughout County as per policy.
- Nov 12 Raise flags and repairs made to poles.
- Nov 15 Installing address signs.
- Nov 16 Main office snow removal and at Spedden.
- Nov 19 Clear snow at Warspite, Spedden, and Spedden.
- Nov 24 Clear snow at Warspite, Spedden, Bellis, and Bonnie Lake.
- Nov 25 Salt walks throughout county.
- Dec 1 Maintenance on 855 campsite, Shemlock Lake, and Mons Lake.
- Dec 2 Main office snow removal and install address signs.
- Dec 3 Install address signs.
- Dec 6 Install address signs.
- Dec 7 Install address signs.

Challenges: *No value*

Next Steps: *No value*

2021/12/08

Goal	Progress Update	Current Completi...
<p>Training activity: 100%</p> <p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 5 to December 7, 2021</p> <p>Nov 1 Red Deer Water week AWWOA (Lorne) online</p> <p>Nov 2 Red Deer Water week AWWOA (Lorne) online</p> <p>Nov 3 Red Deer Water week AWWOA (Lorne) online</p> <p>Nov 7 Benefits of Digital Communication and Instrumentation (Terry) online</p> <p>Nov 8 Benefits of Digital Communication and Instrumentation (Terry) online</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/08</p>		<p>95%</p> <p>95 / 100%</p> <p>5% behind</p>
<p>Council Member Inquiry: 100%</p> <p>Dave Franchuk:</p> <p>Achievements: Reporting period from October 5 to December 7, 2021</p> <p>Nov 15 Level out trail with skid steer between Bellis and Edward.</p> <p>Nov 29 Pick up discarded refrigerator on RR 130.</p> <p>Challenges: <i>No value</i></p> <p>Next Steps: <i>No value</i></p> <p>2021/12/08</p>		<p>94%</p> <p>94 / 100%</p> <p>6% behind</p>

5.2.

**EVERGREEN REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION MEETING**

Wednesday, October 13, 2021

County of St. Paul Office

10:00 a.m.

AGENDA

1. Call to Order
 - a. Additions to the Agenda
2. Minutes of September 22, 2021 Regular Meeting
3. Business Arising from Minutes
 - a. Business Plan
 - b. Summation Statement for Incoming Governance
 - c. Banner Environmental Engineering Consultants
 - d.
 - e.
4. Closed Meeting Session
5. Financials
 - a. Treasurer's Report
 - b.
6. New Business
 - a. Regional Site Report
 - b. Schedule F- Board Remuneration & Expense Reimbursement
 - c.
 - d.
 - e.
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, September 22, 2021
10:00 a.m.**

Members Present:

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

Members Absent:

Randy Orichowski

Alternates Present:

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

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

1. CALL TO ORDER

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

a. Additions to Agenda

Add 7.a. Email from Associated Environmental

Leo Chapdelaine made a motion to accept the agenda with the addition.

CARRIED

2. **MINUTES OF AUGUST 25, 2021 REGULAR MEETING**

Nathan Taylor made a motion to adopt the minutes of the August 25, 2021 Regular Meeting with the one change.

CARRIED

3. **BUSINESS ARISING FROM MINUTES**

a. **Policies/ Schedules**

The Policies and Schedules that were reviewed at the August 4, 2021 Special Meeting were presented.

Video Surveillance Policy:

Leo Chapdelaine made a motion to approve the Video Surveillance Policy as presented.

CARRIED

Human Resources and Safety Policy:

Add that the ERWMSC will enter into an agreement with the Regional OHS officer. Services from the Regional OHS office will be charged at an hourly rate

Dan Kotylak made a motion to accept the Human Resources and Safety Policy as amended.

CARRIED

Operation and Maintenance of Transfer Station Sites and Regional Site:

Dan Gawalko made a motion to accept the Operation and Maintenance of Transfer Station Sites and Regional Site Policy as presented.

CARRIED

Access Policy:

Debra McQuinn made a motion to accept the Access Policy as presented.

CARRIED

Harassment, Bullying, Violence and Discrimination in the Workplace Policy:

Leo Chapdelaine made a motion to accept the Harassment, Bullying, Violence and Discrimination in the Workplace Policy as presented; and to rescind the Harassment Policy as it is being replaced by this policy.

CARRIED

Procurement Policy:

Richard Warren made a motion to accept the Procurement Policy as presented; and to rescind The Acceptance of Tenders as it is being replaced by this policy.

CARRIED

Schedules A to E:

Dan Gawalko made a motion to accept Schedule "A"-1 Evergreen Regional Landfill Tipping Fee Schedule as amended.

CARRIED

Nathan Taylor made a motion to accept Schedule "A"-2 Commercial Material Fees Schedule as presented.

CARRIED

Nathan Taylor made a motion to accept Schedule B Mixed Load Rate as presented.

CARRIED

Debra McQuinn made a motion to accept Schedule C- Asbestos as presented.

CARRIED

Dan Kotylak made a motion to accept Schedule D-Minimum Charge Weigh Scale Weight as presented.

CARRIED

Nathan Taylor made a motion to accept Schedule E- Specially Handled Waste as presented.

CARRIED

5. TREASURERS REPORT

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

Richard Warren 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 September 2021:

- Omni McCann did the airspace survey, results to come
- Staff hauling clay on cells in preparation for winter

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

CARRIED

b. Metal Servicing

Metal servicing was awarded to Vinette Salvage from Vilna.

Pricing for this year will be \$100/MT

It will three to four weeks before they can start at any sites; they can either crush at the site or haul the loose loads away.

Dan Gawalko made a motion to accept the metal servicing discussion as information.

CARRIED

c. CIELO Site Visit

The site visit from CIELO, that was to happen during the AB Care Conference, was cancelled due to Covid restrictions.

Nathan Taylor made a motion to accept the CIELO site visit discussion as information and to reconnect with CIELO in the spring of 2022.

CARRIED

d. Summation Statement for Incoming Governance

Business Plan to be finished for next meeting.

Try to get the video that Dennis Bergheim made that has the history of the landfill.

Nathan Taylor made a motion to file the summation statement for incoming governance discussion as information.

CARRIED

e. Staff Member Leaving

We received a resignation letter from Mario Plamondon stating that he will be resigning from his position as Landfill Operator.

Debra McQuinn made a motion to file the letter from Mario as information.

CARRIED

7. OTHER BUSINESS/CORRESPONDENCE

a. Email from Associated Environmental

We received an email from Associated Environmental Consultants stating that they have been awarded the work for the Frog Lake First Nation Landfill waste removal. Work should begin early October and they are in the process of setting up the project and contracts.

Approx. 1,500 tonnes should be coming to the Evergreen Regional Landfill.

Richard Warren made a motion to file the email from Associated Environmental as information.

CARRIED

8. NEXT MEETING

Next meeting is to be scheduled for Wednesday, October 13, 2021 at 10:00 a.m. County of St. Paul Office.

4. CLOSED MEETING SESSION

Dan Kotylak made a motion to go into closed session for personnel at 11:09 a.m.

CARRIED

Leo Chapdelaine made a motion to return to the regular meeting at 11:51 a.m.

CARRIED

Debra McQuinn made a motion to have a letter signed by the Chair on the discussion in closed session.

CARRIED

9. ADJOURNMENT

Steve Upham adjourned the meeting at 11:55 a.m.

Date

Commission Chairman

DRAFT



Smoky Lake County Waste Transfer Stations

HOLIDAY HOURS

BELLIS TRANSFER STATION

December 25	CLOSED
December 29	10:00AM to 4:00 PM
January 1, 2022	10:00 AM to 4:00 PM
January 5, 2022	10:00 AM to 4:00 PM

SMOKY LAKE LANDFILL

December 25	CLOSED
December 28	10:00 AM to 4:00 PM
January 1, 2022	10:00 AM to 4:00 PM
January 4, 2022	10:00 AM to 4:00 PM

SPEDDEN TRANSFER STATION

December 26	10:00 AM to 4:00 PM
December 29	10:00 AM to 4:00 PM
January 2, 2022	10:00 AM to 4:00 PM
January 5, 2022	10:00 AM to 4:00 PM

VILNA TRANSFER STATION

December 25	CLOSED
December 28	9:00 AM to 5:00 PM
January 1, 2022	CLOSED
January 4, 2022	9:00 AM to 5:00 PM

WASKATENAU TRANSFER STATION

December 25	CLOSED
December 30	9:00 AM to 5:00 PM
January 1, 2022	CLOSED



Dave Franchuk

From: Lorne Halisky
Sent: November 30, 2021 3:04 PM
To: council; Gene Sobolewski; Lydia Cielin; Dave Franchuk
Subject: Fwd: [New post] ASB Participation in Agriculture Plastics Recycling

Hi all, fyi... Just in case you never received this info.

Regards
 Lorne

Get [Outlook for Android](#)

From: Agricultural Service Boards <donotreply@wordpress.com>
Sent: Tuesday, November 30, 2021 2:41:16 PM
To: lhalisky@smokylakecounty.ab.ca <lhalisky@smokylakecounty.ab.ca>
Subject: [New post] ASB Participation in Agriculture Plastics Recycling

asbexecassistant posted: " The ASBs have been active advocates for a permanent agriculture plastics recycling program and have passed many provincial resolutions on this topic. Recently the government of Alberta announced their plans to build a circular economy for single us"

New post on Agricultural Service Boards



ASB Participation in Agriculture Plastics Recycling

by [asbexecassistant](#)

The ASBs have been active advocates for a permanent agriculture plastics recycling program and have passed many provincial resolutions on this topic.

Recently the government of Alberta announced their plans to build a circular economy for single use plastics and paper by introducing legislation that opens the door for what is called an Extended Producer Responsibility (EPR) framework. Details about the province's announcements and engagement on the EPR can be found in the previous blog post "[Alberta Announces Extended Producer Responsibility Framework Impacting Plastics Recycling](#)"

Many provinces have been moving ahead with creating permanent recycling programs for agriculture plastics. Manitoba's EPR framework requires manufacturers to collect and recycle grain bags, baler twine and pesticide and fertilizer containers. Saskatchewan was the first province to establish an EPR for grain

bags and in 2020 was able to recycle over 2500 tonnes of grain bags. The [October 2021 edition of the Ag Forward newsletter](#) published by CleanFarms who is the operator of Alberta's Agriculture Plastics Recycle pilot, contains an excellent article about EPRs and how they can benefit a permanent recycle program.

Discussions with the ASBPC and the Deputy Minister of Agriculture indicated that there is a reluctance to include agriculture plastics in the announced EPR without hearing directly from farmers. The ministry of Agriculture, Forestry and Rural Economic Development staff are reaching out to Alberta Environment and Parks to see what kind of engagement they require so we expect to hear more in the coming months.

In the mean time the Agriculture Plastics Recycling Group will be meeting with newly appointed Minister of Agriculture, Forestry and Rural Economic Development Nate Horner this week to discuss the issue and clarify steps forward. The [Agriculture Plastics Recycling Group](#) pilot project wraps up this spring.

Further Information:

- Between October 2018 and September 2021, the Agriculture Plastics Recycling Pilot collected 1,530,316 kg of grain bags and twine at 32 collection sites throughout the province.
- There are now two ag plastics recycling facilities in Alberta. [PolyAg Recycling Ltd.](#) in Bashaw, and Merlin Plastics near Hussar, making Alberta home to two of the three North American facilities that recycle grain bags.
- Manitoba and Saskatchewan already have permanent programs for recycling grain bags.

Past ASBPC resolutions related to plastic recycling:

- [2002 Agriculture Products Recycling Program](#)
- [2006 Recycling of Agriculture Plastics](#)
- [Resolution 7-11: Disposal of Agriculture Plastics](#)
- [Resolution 5-12: Recycle Program For Agriculture Plastics](#)
- [Resolution 12-15: Agriculture Plastics Recycling](#)
- [Resolution 3-16: Agriculture Plastics Recycling](#)

[asbexecassistant](#) | November 30, 2021 at 2:41 pm | Tags: [Ag Plastics](#), [Ag Plastics Recycle](#), [EPR](#), [Extended Producer Responsibility](#), [Resolution 12-15](#), [Resolution 3-16](#), [Resolution 5-12](#), [Resolution 7-11](#) | Categories: [Resolutions](#) | URL: <https://wp.me/p9HDIA-HS>

[Unsubscribe](#) to no longer receive posts from Agricultural Service Boards.
Change your email settings at [Manage Subscriptions](#).

6.2.

Camp Reservations
Canada
111 5 Ave SW #100
Calgary, AB T2P 3Y6

info@campreservations.ca
www.campreservations.ca

Company Representative
Keith Leong
keith.leong@campreservations.ca
403-909-9888

Campground Online Reservation Proposal for Smoky Lake County

Executive Summary

Camp Reservations Canada wants to connect your campgrounds to the nearly 10 million Canadians that enjoy camping. These campers are researching on the web to find campgrounds and we want them to be able to reserve at your campground online.

Online booking is popular with travelers today, and over 70% of campers use the internet to plan their camping trip. We at Camp Reservations Canada want to offer your campground a comprehensive service that will allow you to start taking reservations online.

CR.CA provides a value-added service to campgrounds and our mission is to provide a free, easy to use portal that allows managers to better manage their campgrounds.

As avid campers ourselves, we understand the issues campgrounds are experiencing today and have developed a completely secure online product customized specifically to campground management and addresses current campground booking issues. Our goal is to automate your campground reservation process and provide you full control over your booking process.

Our system does not require you to download any software and we don't charge any setup or recurring fees. We only charge the campers \$5 for their reservations. You simply create a campground profile on campreservations.ca where you can customize information such as rates, features, and length of stay.

Issues we will address

- » ***Efficient online reservations for Municipal facilities (eg. Campgrounds and Day Use areas)***
- » ***Protection of customer information and secure transactions for online bookings***
- » ***Customized campground profile page and reports for Municipal facilities***

Enabling online bookings simple by adding one link to your existing webpage. Campers will have to agree to your listed terms and conditions before they can complete reservations and our reservation system appeals to both Millennials and Baby Boomers!

Your digital reservation book is accessible wherever you have basic internet access and gives you the ability to create and take manual bookings. All payments and camper information are stored on our secure server that meets all of today's latest security requirements so you don't have to worry about upgrading your system and compatibility issues with your current software.

Receiving your campground payments is easy and we automatically send reservation payments to an account of your choosing. We also send daily reports that overviews your campground along with an arrivals list, bookings by camper and site, and contact information of everyone who's booked at your campground.

Getting started is simple. One of our integration specialists will spend a half a day to train your managers and getting your profile complete only takes 8 hours. Once we have confirmed that your profile is complete you can start taking online reservations!

Key Milestones

- » ***Week 1: Information spreadsheet complete***
- » ***Week 2: Training***
- » ***Week 3: Website Integration and Testing***
- » ***Week 4 & 5: Start Taking Reservations!***

Corporate Profile

Camp Reservations Canada started after the founders realized how difficult it was to get information on campgrounds and reserve a campsite online. In 2016 we developed our web application which includes our free campground management system. Our core business is to connect campers to campgrounds through an online portal that provides detailed information on campgrounds and their availabilities.

We've interviewed and collected input from campgrounds in Canada to understand how they manage their campgrounds and developed a product that will meet their needs.

We are committed to campgrounds and our clients!

- *Reservation system successfully launched in 2016*
- *50 municipalities are ready to get their online reservation system live for the 2020 camping season*

Marketing Opportunities

In 2020, Camp Reservations Canada attracted over 100,000 campers to our website. Our advertising meant tens of thousands of new campers became customers at Camp Reservations campgrounds because of our efforts. Next year, we're projected to reach even more campers, and with access to such a massive number of customers, we want to help campgrounds around Canada get in front of them.

We are providing free advertising opportunities to campgrounds that sign up with Camp Reservations Canada that will ensure campsites are being booked.

1) We are actively advertising campgrounds that have signed up on Camp Reservations through our social media accounts. Through Facebook, Instagram, and other medias, we reach 10 of thousands of campers per month and can let them know about your campground.

2) Our homepage features all the campgrounds that have signed up for Camp Reservations on a digital map. This map connects campers' campgrounds in their area and plan out trips easily. Having your campground listed puts you on the map (literally) for tens of thousands of online campers per month.

3) We provide campgrounds that have signed up with Camp Reservations Canada with top listings in multiple campground directories. We actively promote our city and provincial campground directories to campers, and provide campgrounds that have signed up with Camp Reservations with priority listings, so they get top billing when campers are looking to book.



Carbon Main & Carbon East Campgrounds

References

The Village of Carbon's two campgrounds contribute \$68,000 to the Village's economy but the Council's budget is cost sensitive and they were not wanting to spend money on an online system.

The Village of Carbon's CAO had a 30-minute demo of our system during the fall of 2017 and was set to head to council to propose using our system. Council quickly approved implementing our system for their two campgrounds:

Carbon Main - 22 campsites

Carbon East - 23 campsites.

Both campgrounds started taking reservations February 1, 2018 and made 730 bookings online. In 2020, they are on track for over 1,110 bookings online!

The Village of Carbon is extremely happy with the results and our service! We have provided them:

- » ***Initial consultation for setup and training***
- » ***Customized webpage and reports***
- » ***Weekly payments for online reservations***

Reference Contact Information

Dennel Barnes - Village of Carbon Administrative Lead
admin@villageofcarbon.com
403.572.3244

Our Services

We want you to feel informed about our online booking platform and below we have outlined in detail how we can customize it to fit your needs.

Project Understanding

You operate camping facilities and currently takes phone in reservations but can benefit by transitioning to an online reservation system. Our platform will give you a customized online campground management system which includes the ability to provide individual campsite details, set customized rates and length of stays, provide information security to meet customers standards.

Approach and Methodology

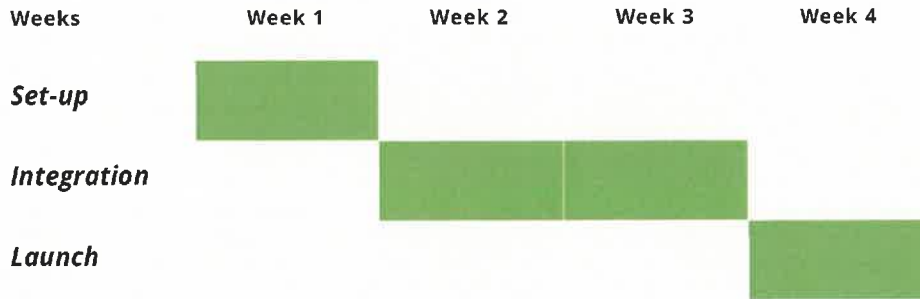
To help provide a better understanding of our product, Camp Reservations Canada will provide a demo to campground staff. If selected as the online campground reservation service provider for your Campground, Camp Reservations Canada will meet with campground managers to provide a demonstration of the following existing features of our web application:

- *Creating Campground Manager Profile*
- *Adding Campgrounds and Day Use visitation areas*
- *Adding Campground and Campsite Photos*
- *Adding detailed listings for campsites, group camping areas, and cabins*
- *Creating customized rates based on stay duration*
- *Creating Terms and Conditions*
- *Restricting campsite length stays for specific campsites*
- *How to manually add campground reservations*
- *Tracking Camper license plates*
- *Manual reservations*
- *Modifying Reservation length and site*
- *Reservation quick view dashboard*

Camp Reservations Canada services for your Campground will include:

- *Managing online reservations and cancellations*
- *Managing payments through a PCI level 1 encrypted secure payment provider such as Stripe*
- *Manage user account information securely through our website (2048 bit SSL security with 256 bit encryption) and screening bookings to restrict any users that may have been banned from Campground sites*
- *A customized service level agreement created for your Campground, if required*
- *A roadmap on how to take reservations for Municipal facilities using our campground management system*
- *Automatic deposits of campground reservation payments*
- *Customized reports such as: weekly reservation snapshot, campground arrivals list, bookings by Campers, bookings by Site, contact list of all Travelers which includes their email, phone number and license plate*

Our Services Continued



Project Schedule

Set-up

Week 1: Information Spreadsheet Complete

The more details of your campground provided to us, the more success you will have with our management system. We want to ensure your campground is thoroughly set up on the backend in order to go online!

Week 2: Training

Once a contract has been signed, we will provide training to your campground managers. This will be facilitated online through video conferencing. Within a few hours your managers will be able to start inputting details for your campground and we will be available to help answer questions and provide ongoing support.

Integration & Launch

Week 3: Website Integration and Testing

Once your profile on Camp Reservations Canada is complete, your unique profile link can be integrated onto your website. At this stage we will also do test bookings for your facilities. We will also be working with you to customize your reports and define the payment processes.

Week 4: Start Taking Reservations!

Your online system is live for your chosen date to start taking reservations. We will provide support of a dedicated individual to help you through the process on your opening day. Your campers will be able to find and reserve facilities through our website.

Pricing

Initial setup, Support, and Implementation

\$0

Includes online training per campground

**Cost per reservation
(credit card transaction fees - CAD)**

2.9% + \$0.30

Camp Reservations Canada is a free service for campgrounds! We charge the camper \$5 for each reservation and below is an example of our payment process.

We currently accept payments online using Stripe which is a secure online payment system that comply to PCI level 1 compliance.

» **Example**

Campsite charge is \$40/night and a traveler books a long weekend for 3 consecutive nights for a total of \$120.00

GST is 5% for a total of \$6.00

Camp Reservations charges \$5 for the reservation.

Total charged to traveler's VISA/MC is 120+6+5=\$131.00

Stripe charges Camp Reservations 2.9% on this amount for a total of \$3.80

Stripe also charges Camp Reservations \$0.30 for the transaction

Camp Reservations deposits \$121.90 into your bank account **.

****\$120 for the campsite**

+ \$6 for the GST

+ \$5 for Camp Reservations Fee

- \$5 for Camp Reservations Fee that we keep

- \$3.80 for Stripe fee

- \$0.30 for Stripe transaction fee

=====

\$ 121.90 Deposited to your Account

- \$ 6.00 For the GST that you have to pay

=====

\$ 115.90 Dollars of Revenue which is an average of \$38.63/night

Join our Community of Campgrounds!

AB

- Archie and Janet Hogg Park (63)*
- Beaverlodge Pioneer Campground (36)*
- Black Nugget (78)*
- Camp Lake (74)*
- Carbon Main Campground (24)*
- Carbon East Campground (23)*
- Consort Village Campground (10)*
- Cotillion (15)*
- Crane Lake East (29)*
- Crane Lake West (24)*
- Muriel Lake MD Park (95)*
- Lakeview Campground and Marina (63)*
- Westcove Municipal Rec Area (77)*
- Grande Cache Municipal Campground (81)*
- Hilah Ayers (34)*
- Hythe Municipal Campground (24)*
- Plamondon Whitesands (187)*
- Penhold RV Park (67)*
- Minnie Lake East & West (18)*
- Chicken Hill MD Park (26)*
- Pelican Point MD Park (37)*
- Ethel Lake MD Park (11)*
- Cold Lake MD Campground (78)*
- Vezeau Beach MD Park (27)*
- Wolf Lake M.D. Park (67)*
- Delia Diamond Anniversary Campground (37)*
- Floating Stone Lake Recreation Area (71)*
- Lac Bellevue Municipal Rec Area (50)*
- Stoney Lake Municipal Rec Area (55)*
- Rendez-Vous RV Park (108)*
- Sedgewick (67)*
- Sexsmith Heritage Park Campground (26)*
- Spring Lake Campground (35)*
- St Paul Iron Horse Trail Campground (82)*
- St Paul Overnight Campground (34)*
- Spring Glen Park (50)*

BC

- Arrow Mountain RV Park (34)*
- Elevated Escapes Glamping (5)*
- Rainey Creek (79)*

MB

- Happyland (64)*
- Hartney (18)*
- Whitewater (27)*
- Reston Lake & Campground (22)*

SK

- Carrot River RV Park (7)*
- Delfrari Park (27)*
- Leader Lions Campground (12)*
- McNab Regional Park (18)*
- Mossbank RV Park (26)*
- Val Marie Campground (13)*
- Valley Regional Park (37)*

NL

Three Creeks Campground (180)

Elephant's Head RV Park (16)

