

**MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION HELD ON MAY 22, 2018, AT THE VERMILION
TRANSFER SITE**

PRESENT:

Chair: L. Wolgien
Vice-Chair: G. Barr
Directors: R. McDonald; K. Haney; M. Baker, D. Bergquist; R. Yaceyko
CAO: S. Schwartz

ABSENT:

Directors: S. Hryciuk; T. Pollard
The meeting was called to order at 6:00 P.M.

AGENDA:

Additions To Agenda:

None

MOVED by R. McDonald that the agenda be adopted as presented.
Carried.

MINUTES OF THE APRIL 24, 2018, MEETING:

MOVED by R.. McDonald that the minutes from the April 24, 2018, meeting be adopted as presented.
Carried.

APRIL 2018 FINANCIAL REPORT:

S. Schwartz presented the financial report for April 2018. The April statement showed a balance of **\$220,877.04** in the operating account. The April capital reserve account increased to **\$572,397.08** due to an interest payment received and to a \$50,000.00 transfer of funds from the operating account. The April operational reserve account increased to **\$232,520.32**, due to an interest payment received.

MOVED by D. Bergquist that the April 2018 financial statement be adopted as presented.
Carried.

MUNICIPAL REQUISITION REPORT:

S. Schwartz presented the April 2018 municipal requisition report.

MOVED by K. Haney that the municipal requisition report for April 2018 be accepted as information.
Carried.

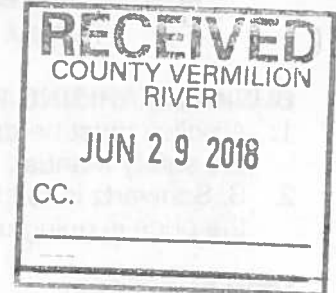
ACCOUNTS FOR APPROVAL:

S. Schwartz presented the April 2018 cheques numbered from 4840-4875, debit memos and credit card charges, and provided explanations as required.

MOVED by R. Yaceyko that the cheques numbered from 4840 to 4875, and the debit memos and credit card charges be adopted as presented.
Carried.

VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS:

S. Schwartz presented the May 2018 Vermilion transfer site outstanding accounts report. In May 2018, there were no outstanding accounts past 60 days.



MOVED by G. Barr that the May 2018 Vermilion transfer site outstanding accounts report be accepted as information.

Carried.

CHIEF ADMINISTRATIVE OFFICER'S REPORT:

S. Schwartz presented the May 2018 Chief Administrative Officer's report, and provided explanations as required.

MOVED by R. McDonald that the May 2018 Chief Administrative Officer's report be adopted as presented.

Carried.

BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT:

1. A policy must be drafted to cover workplace harassment or assault at the transfer sites in the safety manual.
2. S. Schwartz is to check to see if any contractors are offering to pay for used oil now that the price is going up.

NEW BUSINESS:

1. Chemical Compound Gate & Fence Repair:

S. Schwartz asked the County to check with their agricultural people to see if funding can be provided in order to repair some badly damaged fences at some chemical jug compounds at our smaller sites.

2. Future Budget Reporting:

G. Barr presented a budget and variance to budget report prepared by Town of Vermilion staff. They had used the two reports given to them by S. Schwartz, and had attempted to create an easier working model. There were figure discrepancies between the Commission reports and the one created by the Town of Vermilion staff. S. Schwartz explained that the budget template that is in place is the same one that has been used since the Commission began in June of 2005. There has been some additions and changes to accommodate new budget lines, but the template has remained the same. Both Commission reports have been adopted by municipal staff and by the independent auditor since the Commission's inception. The Commission budget is made up of figures that combine actual volume and totals, as well as population percentages. S. Schwartz is to meet with the Town of Vermilion staff to discuss their report.

OLD BUSINESS:

1. Quote for Garbage Diversion Shields in the Garbage Collection Building at the Vermilion Transfer Site:

When the garbage collection building was constructed, a gap was left between the cement pony walls and the metal exterior. Garbage collects in this space and has to be cleaned out. The Commission had moved to fix this issue, and a quote was requested from the current contractor at the Vermilion transfer site. That quote was presented to the Board.

MOVED by G. Barr that the quote for the installation of garbage diversion shields in the main garbage collection building at the Vermilion transfer site, be accepted as presented.

SECOND by D. Bergquist.

Carried.

2. Quote for Expanding the Bin Apron at the Kitscoty Transfer Site:

S. Schwartz presented a quote for the expansion of the Kitscoty transfer site bin apron. This project will be added to the 2019 Capital budget, and further quotes will be solicited at that time.

3. Thank you dinner:

The dinner at the Vermilion golf course will be on Monday, June 25, 2018. The regular board meeting will be held at the Vermilion transfer site at 5:00 P.M., and we will then adjourn to the golf course for dinner.

4. PPE Policy Statement:

S. Schwartz presented a draft personal protective equipment policy to cover cost subsidization for CSA-approved steel-toed footwear. A few wording changes were suggested, and this will be completed and brought to the next meeting.

5. Safety Manual:

S. Schwartz presented the safety manual sheets regarding the personal protective equipment policy that were corrected as was suggested at the last meeting. Another adjustment has to be made to the pages and these corrected sheets will be presented at the next meeting. S. Schwartz will be delivering the bags with the personal protective equipment as outlined in the manual on the next round of site visits.

The meeting adjourned at 7:20 P.M.

The next meeting will be on Monday, June 25, 2018, at 5:00 P.M. at the Vermilion transfer site. We will then adjourn to the Vermilion Golf Club for dinner.

Proposed Upcoming Meeting Dates:

July - no meeting

August - Tuesday, August 21, 2018, at 6:00 P.M.

These minutes have been adopted in their entirety at the June 25, 2018, meeting.



Chair

June 25 / 18
Date