

WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

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Meeting minutes of the regular monthly meeting of the Landfill Commission held at the Willow Creek Landfill Administration Building on December 10th 2024.

In attendance: Chairman Hemmaway, Vice Chairman Norby, Brad Schlossberger, Gord Wolstenholme and Interim Manager Brenda MacDonald

1. Chairman Hemmaway called the meeting to order at 10:00 A.M.

2. Approval of Agenda

24.72 Moved by Don Norby to adopt the agenda as presented.

3. No Delegations

4. Approval of November 12th 2024 meeting minutes

a) 24.73 Moved by Brad Schlossberger to adopt the organizational meeting minutes.

b) 24.74 Moved by Gord Wolstenholme to adopt the regular meeting minutes.

5. Financial Information

a) 24.75 Moved by Don Norby to accept accounts payable for October and November as presented by Avail.

b) 24.76 Moved by Brad Schlossberger to accept the cheque detail for October and November as presented by Avail.

c) 24.77 Moved by Gord Wolstenholme to accept the Bank Reconciliation for October and November as presented by Avail.

d) 24.78 Moved by Don Norby to add 3% to last years interim budget.

Charitable giving:

24.79 Moved by Gord Wolstenholme to give \$600.00 to the Claresholm Hamper Donation and \$400.00 to the Lethbridge Salvation Army.

6. New Business

a) Our two Telus phone lines are now on a three-year contract. The cost has dropped from \$52.00/line/month to \$40.00/line/month plus tax.

b) Interim Manager, Brenda MacDonald is to look into the cost of the SWANA Course, *Landfill Operation Basics (LOB)* running online from February 12th & 13th 2025 via Zoom and let the board know next meeting.

7. Old/Continuing Business

Brenda had a phone call from Fran Doyle at the Fort Macleod town office wondering about our Summer Saturday Schedule.

24.80 Moved by Don Norby to keep the same schedule as the previous Summer Saturday Schedule. Starting the 2nd Saturday of April 2025 and ending the 4th Saturday of October 2025.

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8. Correspondence

24.81 Moved by Gord Wolstenholme to have Brenda respond to both the Vulcan District Waste Commission and Vulcan County for their interest in the Energy from Waste project. To let them know Chairman Hemmaway is waiting on a response from Mitacs.

9. Landfill Information

a) The Landfill was broken into December 2nd at 1:30 A.M. and December 3rd at midnight. The first night, a single man broke in through the front gate and drove over to the e-waste area and took an unknown amount of wire &/or cooper. He then got back into his car and drove out through the open gate. He took the lock with him. The second night someone went to the diesel tank and stole the pump, meter and hose costing the Commission over \$1500.00 in repairs to the diesel tank. A new front gate lock with keys was purchased and extra keys were cut for the landfill employees.

10. In Camera

24.82 Moved by Brad Schlossberger to go in Camera at 10:25 A.M.

24.83 Moved by Brad Schlossberger to give the staff a \$100.00 Christmas bonus.

24.84 Moved by Gord Wolstenholme to give the staff a 3% raise starting January 1st 2025.

24.85 Moved by Don Norby to give Brenda MacDonald a \$2.00/ hour plus 3% raise starting January 1st 2025.

24.86 Moved by Don Norby to come out of in Camera at 10:35 A.M.

Next Meeting at the Landfill Admin Building January 14th 2025

11. Adjournment

Vice Chairman, Don Norby declared the meeting adjourned at 10:40 A.M.

Chairman, Earl Hemmaway

Vice Chairman, Don Norby

Interim Manager, Brenda MacDonald