



Regular monthly meeting minutes of the WCRWMSA held on **September 17, 2025** at the Willow Creek Landfill Administration Building.

In attendance: Chairman Earl Hemmaway, Vice-Chairman Don Norby, Brad Schlossberger, Gord Wolstenholme, and Manager Cassie Bishop.

1	Call to Order	The Meeting was called to order by Chairman Hemmaway at 10:00 a.m.	
2	Agenda Approval	25.105 Moved by Don Norby to accept the agenda with additions.	Carried
3	Delegations	None	n/a
4	Minutes Approval	25.106 Moved by Brad Schlossberger to accept the minutes from the <u>August 19, 2025</u> regular meeting as presented.	Carried
5	Financial Information	a. 25.107 Moved by Don Norby to accept the Accounts Receivable Report for August 1-31, 2025.	Carried
		b. 25.108 Moved by Brad Schlossberger to accept the Accounts Payable Report for August 1-31, 2025.	Carried
		c. 25.109 Moved by Don Norby to accept the Cheque Detail Report for April 1-30, 2025	Carried
		d. 25.110 Moved by Brad Schlossberger to accept the Monthly Budget Report for August 1-31, 2025.	Carried
6	New Business	a. August Waste Volume Report – 1001.03 t – Yearly total 5933.82 t	Info
		b. We will be open on September 30 – National Day for Truth & Reconciliation.	Info
		c. 25.111 Moved by Gord Wolstenholme to have a wireless alarm system panel installed by Guardian Security.	Carried
		d. 25.112 Moved by Don Norby that Cassie source more information on equipment that can be used to keep the landfill roads in usable condition, i.e. tractor attachments, land drag, harrows, etc.	Carried
		e. 25.113 Moved by Brad Schlossberger to add weights to the charges for the Bulk Waste loads as follows: 9000 Bulk Waste (full load) \$75 – 310 kg and up 9001 Bulk Waste (half load) \$50 – 0-300 kg	Carried
		f. AB CARE Conference and Westlock Landfill – Cassie attended the conference September 10-12. The conference was a great resource for making contacts and hearing how others operate at their landfills and transfer stations. The tour of the Westlock Landfill was fantastic, it is very well organized, clean, and spread out, utilizing almost all of their ¼ section. Cassie will price out a security camera for the scale that will be mounted to see into the back of vehicles.	Info



WILLOW CREEK REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

Box 2820, Claresholm, AB T0L 0T0

403.687.2603

wcrlandfill@gmail.com

7	Old Business	a. The Board will host a presentation for Endpoint Recovery on Wednesday, October 1, 2025 at 1:00 pm at the MD office.	Info
		b. 25.114 Moved by Gord Wolstenholme to implement a pension plan through LAPP for all Landfill staff.	Carried
		c. 25.115 Moved by Don Norby that a Personal Days Policy be created.	Carried
		d. 25.116 Moved by Brad Schlossberger to rescind Motion #25.95 and continue paying the Payroll Source Deductions with cheques instead of through the ATB bank account.	Carried
		e. Don will check into what our crushed concrete could be used for and how much we could charge for it.	Info
		f. Cassie and Isaiah will be attending the Landfill Operations Basic course online from home on Tuesday & Wednesday, September 24 and 25 from 8 am to 4 pm both days.	Info
9	General Landfill News	a. The caragana that's growing in the fence line has been sprayed and is dying. We will spray it again in the Spring	Info
		b. 25.117 Moved by Brad Schlossberger to change that rate for Clean Up Charge, splitting into two categories: Residential Customers - \$60/hour Commercial Customers- \$120/hour.	Carried
10	Additions	a. 25.118 Moved by Don Norby to table the request by ARMA to have recycled used oil materials at the landfill.	Carried
		b. Cassie will gather more information on using TDA as daily cover in cells, partnering with Liberty Tire and ARMA.	Info
		c. 25.119 Moved by Gord Wolstenholme to get an Amazon Prime Membership.	Carried
		d. 25.120 Moved by Brad Schlossberger that Rick Stephensen's benefits will be paid for during his LOA from November 1 to February 28, 2026.	Carried
11	Adjournment	25.121 Moved by Gord Wolstenholme to adjourn the meeting at 11:16 am.	Carried

Earl Hemmaway

Next Meeting
Wednesday, October 15
10 a.m.

Cassie Bishop