



**AGENDA**  
**Bentley Town Council Regular Meeting**  
**Tuesday October 26, 2021**  
**6:45 pm**

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***Organizational Meeting is to be held at 5:30pm Prior to Regular Meeting of Council and is a Public Meeting (Agenda Posted Separately)***

- 1. Call to Order**
- 2. Amendments & Acceptance of Agenda**
- 3. Adoption of Previous Minutes:**
  - a) Regular Meeting October 12, 2021**
- 4. Financial:**
  - a) Prepaid Cheque Listing – Cheques No. 20210728 to 20210776**
- 5. New Business**
  - a) Lacombe Enforcement 2<sup>nd</sup> & 3<sup>rd</sup> Quarter Report**
  - b) Closed Meeting – Land Matter – (In accordance with Freedom of Information and Protection of Privacy Act, Advice from officials – Section 24(1), “The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal information, including the proposed plans, policies and projects of a public body, the disclosure of which could reasonably be expected to result in disclosure of a pending policy or budgetary decision)**
- 6. Correspondence:**
  - a) Lacombe Regional Waste Services Committee Aug 25, 2021, Approved Meeting Minutes**
  - b) Lacombe Regional Waste Services Committee Proposed 2022 Operating Budget**
  - c) Community Social Services and Vaccination Policies**
- 7. Other Business/Council Question Period:**
- 8. Adjournment**



**Minutes of the Regular Meeting of the Council of the Town of Bentley  
October 12, 2021**

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**Date & Place:** Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, October 12, 2021, at 6:45 pm, in the Bentley Municipal Office.

**In Attendance:** Mayor Greg Rathjen  
Deputy Mayor Joan Dickau  
Councillor Cora Knutson  
Councillor Neil Maki  
Councillor Doug Talsma  
CAO, Marc Fortais

**Call to Order:** Mayor Greg Rathjen called the meeting to order at 6:45 p.m.

**Agenda:** **Motion 162/2021** Moved by Councillor Talsma, "THAT the Agenda of the October 12, 2021, Regular Meeting of Council be accepted."

**Carried**

**Previous Minutes:**

**Motion 163/2021** Moved by Councillor Maki, "THAT the minutes of the September 28, 2021, Regular Meeting of Council, be confirmed."

**Carried**

**Financial:** **Prepaid Cheque Listing - Cheques No. 20210706 to 20210727**

**Motion 164/2021** Moved by Deputy Mayor Dickau, "THAT the Prepaid Cheque Listing – Cheques #20210706 to #20210727, be received for information."

**Carried**

**New Business** **a) COVID-19 and Bentley Arena Operation (Report from Administration)**

- CAO Fortais presented a report to council as per the agenda outlining a recommendation to consider implementation of the REP Program

- Key points were balanced to provide policy decision that allow all user groups to utilize the facility if they are following the guidelines established by AHS
- By not implementing REP – adult teams will not be able to play even if they followed the requirements to get vaccinated
- COVID has been here for 2 years, this is not going away at some point the restrictions will potentially be tightened and the policy guidance given is focusing on long term through this pandemic to ensure all users can have the opportunity to utilize the facility
- The Director of Emergency Management also mentioned that he had checked with numerous municipalities in central Alberta, and all were struggling with the decision. 9 municipalities were consulted and 3 were having council discussions that same evening. The majority were considering the 1/3 capacity restriction as a short-term measure.

### **Delegation Minor Hockey**

- Minor Hockey President Chad Kimmel, presented to council a summary of comments made by minor hockey participants and parents which provided that 70.9% of their membership locally were against the implementation of the REP program for various reasons including:
  - o Lack of supervision that may result from not being able to have enough vaccinated coaches
  - o Feel that focus should be on the kids not the adults – adults more able to absorb the impacts
  - o Some feel that vaccination is an infringement upon personal rights
  - o Some agreed REP should be implemented, and the band aid should be ripped off as other communities are implementing as well

### **Mayor and Council provided some additional comments**

- o This is not an easy decision and on the one hand we should be supporting the recommendations of AHS on the other hand we want to see the kids play.
- o Suggest we consider 1/3 capacity short term and revisit if things do not change
- o We need to consider all users of the facility regardless of how many there are and have policy that supports equity and supports Provincial and Federal guidelines

**Motion 165/2021** Moved by Mayor Rathjen, “THAT Administration implement 1/3 capacity restriction (non-REP program) to allow youth to participate at the Bentley Arena with no proof of vaccination restriction currently.

4 - For  
1 – Opposed

**Carried**

**b) Policy 40/2021 – Council Remuneration & Expenses – Rescinds Policy 40/2011**

**Motion 166/2021** Moved by Deputy Mayor Dickau, “THAT Mayor and Council approve policy #40/2021 Council Remuneration and Expenses to be effective January 1, 2022; AND

THAT Policy 40/2011 (and all amendments thereto) be rescinded and replaced by Policy 40/2021.”

**Carried**

**c) Digital Services Squad 2021 Grant – Letter of Support**

**Motion 167/2021** Moved by Councillor Maki, “THAT Mayor and Council provide a letter of support for the submission of a grant application to Business Link for the Alberta Digital Services Squad.”

**Carried**

**Correspondence**

- a) Lacombe County Council Highlights, September 23, 2021**
- b) 2021 Municipal Election – Information for Voters**

**Motion 168/2021** Moved by Councillor Talsma, “THAT correspondence item (a) to (b) be received as information.”

**Carried**

**Council Reports**

- a) Mayor Rathjen**
- b) Deputy Mayor Dickau**
- c) Councillor Knutson**
- d) Councillor Talsma**
- e) Councillor Maki**

**Motion 169/2021** Moved by Councillor Knutson, “THAT the September Council Reports be received as information.”

**Carried**

**Other Business**

- a) Care Centre Doctor’s Office – Main Street Medical Update**

- CAO Fortais provided an update that the Mayor and himself met with representation from Main Street Medical to discuss the local doctor's office at the Care Centre.
- Main Street Medical, has advised that due to doctor shortages, that they are unable to provide the additional appointment service at the Bentley Care Centre. They are recruiting additional doctors, but will be some time before they have a full staff compliment
- They will look to continue to support the Town of Bentley with the additional service in the future as it becomes possible to do so.

**No motion was required as for information only**

**b) Closed Meeting of Council Personnel Matter** – (In accordance with the Freedom of Information and the Protection of Privacy Act, Advice from officials – Section 24(1), “The head of a public body may refuse to disclose information to an applicant if the disclosure could reasonably be expected to reveal consultation or deliberations involving officers or employees of a public body, a member of the executive council, or the staff member of the executive council.)

**Motion 170/2021** Moved by Councillor Maki, “THAT the regular meeting of council be closed to the public for a discussion regarding a personnel matter pursuant to 24(1) advice from officials at 7:57 pm.”

**Carried**

**Motion 171/2021** Moved by Deputy Mayor Dickau, “THAT the Regular Meeting of Council be resumed in public at 8:07pm.”

**Motion 172/2021** Moved by Councillor Knutson, “THAT future council meetings be held in the Senior's Drop-in Centre or similar location, where COVID-19 regulations can be followed such as social distancing, masking, hand sanitizing etc. as long as such regulations remain in place.”

**Carried**

- *It should also be noted that Councillor Knutson contemplated an additional motion but did not proceed with it and wanted her comments documented that member of council should not engage in discussion surrounding conspiracy theory/social propaganda and other such non-proven theories. It is important that they represent their community and follow the guidelines established through the **code of conduct bylaw 197/2018** and their moral and ethical responsibilities to their taxpayers. **The motion was withdrawn by Councillor Knutson as the code of conduct bylaw 197/2018 addresses these issues.***

**Adjournment**

**Motion 173/2021** Moved by Councillor Talsma, "THAT the meeting be adjourned at 8:15 p.m."

**Carried**

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Mayor Greg Rathjen

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CAO Marc Fortais



# TOWN OF BENTLEY

## Cheque Listing For Council

2021-Oct-20  
12:56:00PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210728	2021-10-15	DICKAU, JOAN L				
20210729	2021-10-15	RATHJEN, ARTHUR M				
20210730	2021-10-15	KNUTSON, CORA				
20210731	2021-10-15	TALSMA, DOUGLAS C				
20210732	2021-10-15	MAKI, NEIL				
20210733	2021-10-15	CARSON, BARBARA J				
20210734	2021-10-15	JENSEN, DARREN J				
20210735	2021-10-15	MEREDITH, SANDRA L				
20210736	2021-10-15	GIBSON, COLE C				
20210737	2021-10-15	DENNEHY, NATHAN				
20210738	2021-10-15	GREAVES, LORYANNE				
20210739	2021-10-15	FORTAIS, MARC C				
20210740	2021-10-15	KIKSTRA, ROBERT B				
20210741	2021-10-15	ACCESS GAS SERVICES				1,730.01
			202108-AB1163	PAYMENT NATURAL GAS BILL FOR AUGUS	789.63	
			202109-AB1163	NATURAL GAS BILL FOR SEPTE	940.38	
20210742	2021-10-15	BUNZL CLEANING & HYGIENE				1,382.38
			128007	PAYMENT ARENA BUILDING MAINTENANCE	500.83	
			128055	ARENA JANITORIAL SUPPLIES	881.55	
20210743	2021-10-15	CAMPUS ENERGY PARTNERS LP				5,742.86
			1000894-202109	PAYMENT ELECTRICITY BILL FOR SEPTE	5,742.86	
20210744	2021-10-15	D & M CONCRETE PRODUCTS LTD.				1,924.65
			8406	PAYMENT EAST ENTRANCE SIGNS	101.85	
			8855	GATEWAY FLAG POLE MOUNTS/	1,822.80	
20210745	2021-10-15	EARTH SMART PROPERTY SOLUTIONS-RED DE				3,990.00
			89525	PAYMENT ANNUAL FALL FEEDING	3,990.00	
20210746	2021-10-15	ECO TREE LTD				1,890.00
			10648	PAYMENT BALL DIAMONDS TRIM MULTIPLE	1,890.00	
20210747	2021-10-15	EDGE MARKETING & DESIGN INC.				210.00
			6780	PAYMENT ANNUAL WEB HOSTING FEE	210.00	
20210748	2021-10-15	G.L.D.C. GAS CO-OP LTD.				69.29
			30092021	PAYMENT SEPTEMBER NATURAL GAS BILL	69.29	
20210749	2021-10-15	GO SERVICES INC.				425.25
			15152150	PAYMENT PORTABLE TOILETS SERVICES F	425.25	
20210750	2021-10-15	GREGG DISTRIBUTORS LP				32.00
			059-396630	PAYMENT SAFETY VEST FOR ROB	32.00	
20210751	2021-10-15	HHID				420.00
			31OCT2021	PAYMENT OCTOBER DEM REMUNERATION	420.00	
20210752	2021-10-15	MAGNUM HYDROVAC				3,276.00
			0923	PAYMENT CLEANED OUT STORM DRAINS	3,276.00	
20210753	2021-10-15	MUNICIPAL INFORMATION SYSTEMS INC.				828.48
			20211593	PAYMENT NOVEMBER 2021 SUPPORT	828.48	
20210754	2021-10-15	MY TECH ONSITE				495.60
			INV 1856	PAYMENT SETUP LAPTOP FOR SENIORS &	495.60	
20210755	2021-10-15	PARKLAND COMMUNITY PLANNING SERVICES				1,902.50
			21522	PAYMENT BENTLEY-LACOMBE JOINT DEVE	1,902.50	



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2021-Oct-20  
12:56:00PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210756	2021-10-15	RURAL MUNICIPALITIES OF ALBERTA	AB077821	PAYMENT WASTEWATER ACTIZYME CHEM	5,873.18	5,873.18
20210757	2021-10-15	STRAND MEDIA CORPORATION	64915 64928	PAYMENT MUNICIPAL ELECTION BALLOT B STOP BULLYING&EVERY CHILD I	118.97 680.47	799.44
20210758	2021-10-15	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	01102021	PAYMENT OCTOBER ARENA CARETAKER C	10,500.00	10,500.00
20210759	2021-10-15	TELUS COMMUNICATIONS INC.	04102021 04102021. OCT042021	PAYMENT ARENA WIFI BILL FOR OCTOBER TELUS BILL FOR OCTOBER 2021 INTERAC LINE BILL FOR OCTOBI	68.25 761.67 37.41	867.33
20210760	2021-10-15	TELUS MOBILITY INC.	09102021	PAYMENT PUBLIC WORKS CELL PHONES&	132.11	132.11
20210761	2021-10-15	WASTE MANAGEMENT	1125263-0613-2	PAYMENT RECYCLING	5,592.44	5,592.44
20210762	2021-10-15	WILD ROSE ASSESSMENT SERVICES	8382	PAYMENT PROGRESS PAYMENT FOR OCTI	1,330.88	1,330.88
20210763	2021-10-15	WOLF CREEK BUILDING SUPPLIES	339664 340600 340875 342888	PAYMENT ARENA MAINTENANCE SUPPLIE: ARENA MAINTENANCE SUPPLIE: ARENA MAINTENANCE SUPPLIE: ARENA MAINTENANCE SUPPLIE:	61.51 53.78 9.44 88.91	213.64
20210764	2021-10-15	HENRYS EAVESTROUGHING INC	2409	PAYMENT CURLING RINK EAVESTROUGH	472.50	472.50
20210765	2021-10-20	327241 ALBERTA LTD.	885 940	PAYMENT ANIMAL CONTROL SERVICES FC ANIMAL CONTROL SERVICES FC	1,269.87 892.50	2,162.37
20210766	2021-10-20	ADT SECURITY SERVICES CANADA INC.	24319308	PAYMENT MONTHLY SECURITY MONITORII	42.00	42.00
20210767	2021-10-20	BENTLEY ESSO	30092021	PAYMENT SEPTEMBER VEHICLE/EQUIPME	730.01	730.01
20210768	2021-10-20	INNOV8, DIGITAL SOLUTIONS INC.	IN305016	PAYMENT FCSS PHOTOCOPIER	5.04	5.04
20210769	2021-10-20	MAGNUM HYDROVAC	0924	PAYMENT CLEAN OUT SEWER BASIN 49ST	1,008.00	1,008.00
20210770	2021-10-20	MCMILLIN, KATHLEEN	18102021	PAYMENT ALBERTA MUNICIPAL ELECTION	1,321.25	1,321.25
20210771	2021-10-20	OUTLAW ELECTRIC LTD.	9035	PAYMENT BENTLEY LIBRARY MAINTENANC	794.37	794.37
20210772	2021-10-20	SERVUS CREDIT UNION	30092021	PAYMENT SERVUS MASTERCARD BILL FOI	615.88	615.88
20210773	2021-10-20	WILD ROSE ASSESSMENT SERVICES	8354	PAYMENT PROGRESS PAYMENT FOR SEP	1,330.88	1,330.88
20210774	2021-10-20	WILSON, TILLY	18OCT2021	PAYMENT ALBERTA MUNICIPAL ELECTION	555.00	555.00
20210775	2021-10-20	CASSANDRA BERGESEN	Oct182021	PAYMENT ALBERTA MUNICIPAL ELECTION	555.00	555.00
20210776	2021-10-20	HENRY'S EAVESTROUGHING INC.	40927	PAYMENT OFFICE EAVESTROUGH MATERI	4,407.90	4,407.90





# TOWN OF BENTLEY

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12:56:00PM

<b>Cheque #</b>	<b>Date</b>	<b>Vendor Name</b>	<b>Invoice #</b>	<b>Invoice Description</b>	<b>Invoice Amount</b>	<b>Cheque Amount</b>
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**Total 81,067.49**

\*\*\* End of Report \*\*\*

# QUARTERLY REPORT - 2021

Town of Bentley

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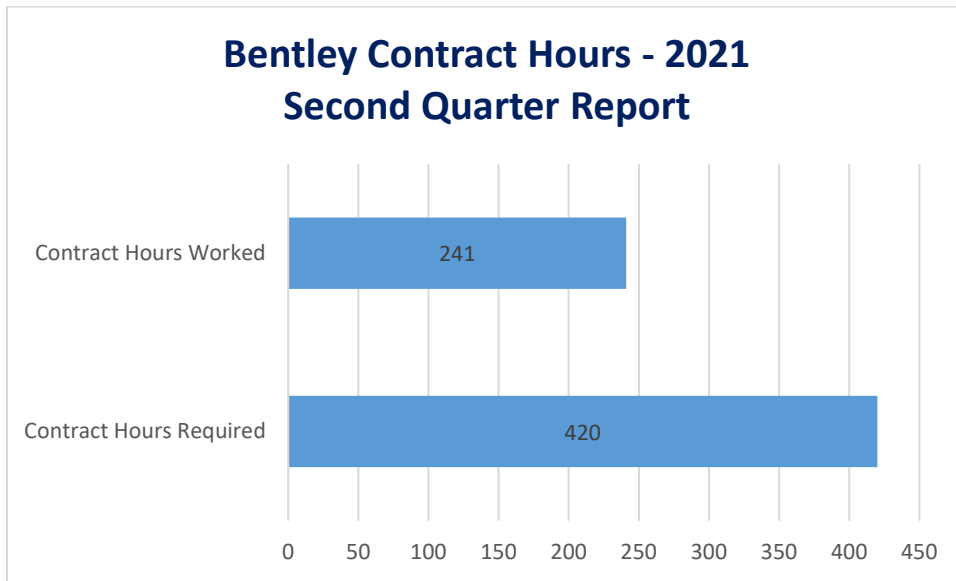
OCTOBER 19, 2021

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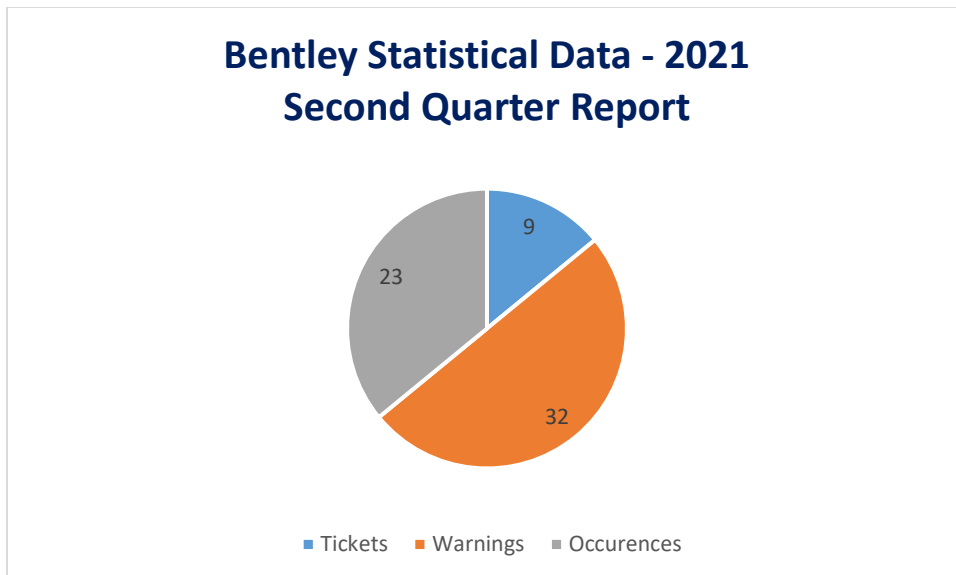
Lacombe County – CPO Services  
Prepared by: Mark Sproule, Manager



**STATISTICAL OVERVIEW**

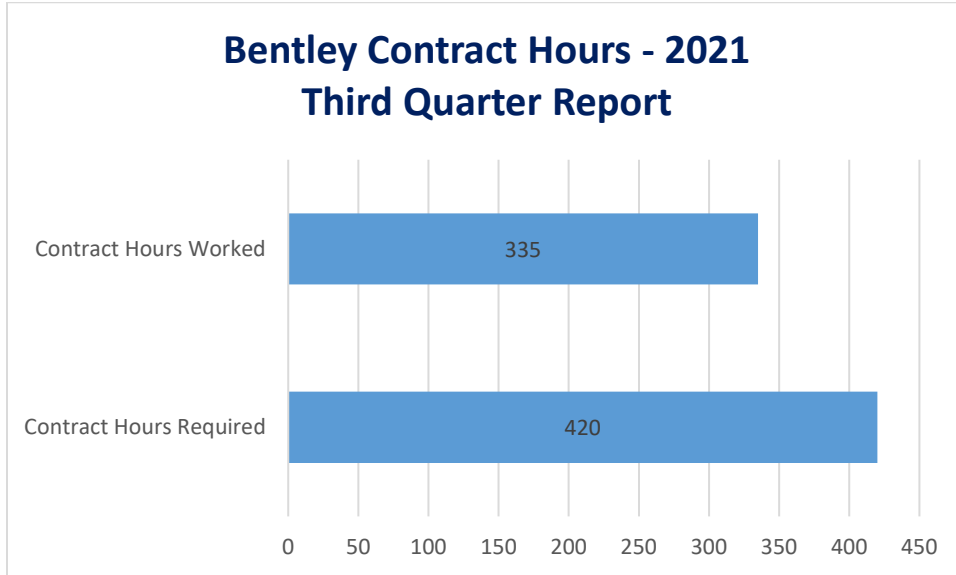


*'2021 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'*

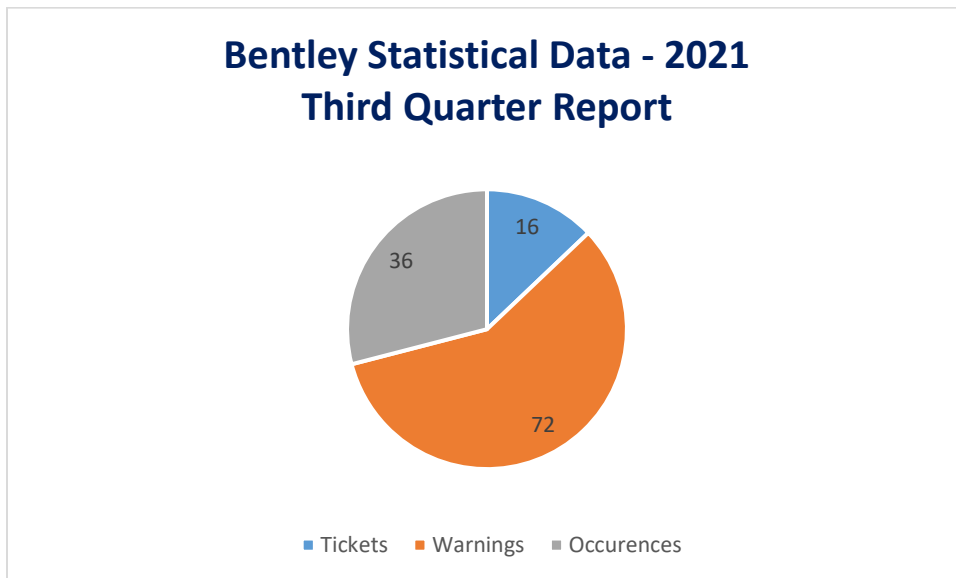


*'Data collected from January 1<sup>st</sup>, 2021 – June 30<sup>th</sup>, 2021 as per Section 11, Peace Officer Service Agreement.'*

**STATISTICAL OVERVIEW**



*'2021 Peace Officer Services, Schedule E of the Peace Officer Services Agreement.'*



*'Data collected from January 1<sup>st</sup>, 2021 – September 30<sup>th</sup>, 2021 as per Section 11, Peace Officer Service Agreement.'*

## PEACE OFFICER HIGHLIGHTS

**Compliance** – During the second and third quarters of 2021, Peace Officers engaged with several residents regarding a number of issues including:

- Unattached trailers
- Unregistered motor vehicles on roadway
- Overparked / Abandoned vehicles (Park greater than 72 hours)
- Failure to display license plate on vehicles parked on roadway
- Display of unauthorized license plate on vehicles (doesn't belong to vehicle)
- Bison running at large creating safety concern

**Interagency Cooperation** – County Officers have continued to promote and organize joint agency compliance checks within the Town of Bentley. Joint agency checks were completed in May, July, and August.

**Back to School** – Students moved back into the classroom in September and CPO Services continues to supply a School Resource Officer, within the Wolf Creek Public Schools of Alix, Bentley, Clive, and Eckville.

For more information on Community Peace Officer Services, please contact Lacombe County at 403-782-8959.

Prepared and submitted by,



Mark Sproule  
Manager – CPO Services  
Lacombe County

## April

### Speed



Aggressive drivers  
Motorcycles

## May

### Motorcycle safety



Cycling  
Alcohol and drug impairment  
Construction zones  
Off-highway vehicles  
New drivers

## June

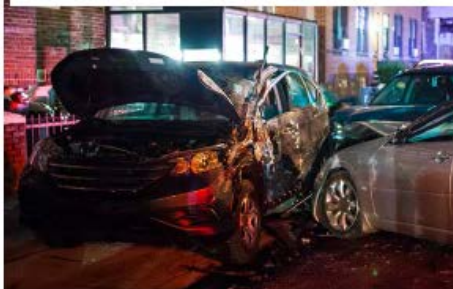
### Commercial vehicle safety



Cycling  
Construction zones  
Off-highway vehicles  
Fatigue

## July

### Impaired driving



Cycling  
Construction zones  
Off-highway vehicles

## August

### New drivers



Cycling  
Alcohol and drug impairment  
Aggressive drivers  
Motorcycles

## September

### Back to school



Cycling  
Alcohol and drug impairment  
Speed



APPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD AUGUST 25, 2021

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairperson Grant Creasey at 1:21 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday August 25, 2021.

Present

**Commission Members:**

**Present:**

Village of Alix	Barb Gilliat
Town of Bentley	Neil Maki
Lacombe County	Barb Shepherd
	John Ireland
City of Lacombe	Grant Creasey
	Thalia Hibbs
Town of Eckville	Colleen Ebdon
Village of Clive	Luci Henry

**Others:**

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary
Colin Campbell	Ultimate Services Ltd.

Welcome

Chairman Creasey welcomed the Commission Board to the fourth LRWSC meeting of 2021 in the Boardroom at the LRWSC Administration Office.

**RWS/38/21  
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

Ms. Gilliat requested that 3 items be added to the agenda:

- 9a – Resident Complaint
- 9b – Alix Burn Policy
- 9c – In Camera - staff

***Moved by Mr. Ireland to approve the agenda as amended.***

***Carried Unanimously.***

**RWS/39/21  
Minutes**

***Moved by Mr. Maki that the minutes of June 23, 2021 Regular Meeting be approved.***

***Carried Unanimously.***

**RWS/40/21  
Ultimate Waste  
Services  
Presentation**

Mr. Campbell of Ultimate Services Ltd. gave a presentation to the LRWSC Commission Board in regards to a proposal for the installation of a compost facility on the southeast corner of the LRWSC Prentiss transfer site.

Mr. Campbell presented the following preliminary information to the Commission Board for review as to whether the proposed project would be of interest or a viable option for the Commission Board:

- Overview of what the facility would look like and site layout.
- Review of the process to take organic waste and turning it into compost via forced aeration, windrows, curing and screening.
- Why the location at the Prentiss Transfer site would be optimal for this process.

- Source separation, best practices and outside contracts for raw material supply.
- Approximate timeline of when the plant could become operational if permission and approvals were obtained.

***Moved by Ms. Hibbs that the Ultimate Services Ltd. Presentation be received as information by the Commission.***

***Carried Unanimously.***

***RWS/41/21  
Waste Haul  
Summaries***

Administration reviewed the Waste Haul summaries for the months of June and July 2021. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals and wood totals and they are on pace to be about the same as last year.
- Mr. Hohn noted that compactor garbage totals are down at the Alix transfer site and attributed that to the attendants on site ensuring that more loads are separated into the proper bins.
- The compactor garbage at the Eckville Transfer site is being monitored for garbage content, as there is some concern with rubble items being mixed in the loads that are being brought in by contracted haulers for example engine blocks, white goods, etc.

***Moved by Ms. Ebden that the Waste Haul Summaries for the months of June and July 2021 be received as information by the Commission.***

***Carried Unanimously.***

***RWS/42/21  
Accounts Paid  
YTD Budget  
Comparative List  
Acct. Payable  
Cheque Listing***

Administration reported on the following with the Commission:

- Year to Date Budget Report July 31, 2021.
- Accounts Payable Cheque Listing from June 1 – July 31, 2021.

***Moved by Ms. Gilliat that the YTD Budget Comparative to July 31, 2021, be received as information by the Commission.***

***Carried Unanimously.***

***Moved by Ms. Gilliat that the Accounts Payable Cheque Listing from June 1- July 31, 2021 be received as information by the Commission.***

***Carried Unanimously.***

***RESOURCE RESOLUTION RWS /19/21; RWS/30/21; RWS/31/21***

***RWS/43/21  
RSC Bylaw 1-2021  
Amendments –  
Third Reading***

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting Being A Governance Bylaw of the Lacombe Regional Waste Services Commission.

***Moved by Ms. Shepherd that Bylaw No. 1-2021 respecting the Governance Bylaw of the Lacombe Regional Waste Services Commission be now read for a third time and finally passed.***

***Carried Unanimously.***



**RWS /44/21  
Bylaw 2-2021  
Amendments –  
Third Reading**

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers.

***Moved by Ms. Gilliat that Bylaw No. 2-2021, Being A Bylaw Respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers be now read for a third time and finally passed.***

***Carried Unanimously.***

**RWS/45/21  
Tipping Fees**

Mr. Hohn reported to the Commission Board that due to the increased cost of goods and supplies he suggested that an increase in tipping fees from \$40.00/MT to \$45.00/MT would help offset some of the increased operational costs the Commission was facing.

This increase would become effective on January 1, 2022, so plenty of notice could be given to the commercial carriers so that they could adjust their contracts accordingly.

***Moved by Ms. Hibbs that the Commission Board approve the increase of dry rubble tipping fees from \$40.00/MT to \$45.00/MT to be effective January 1, 2022.***

***Carried Unanimously.***

**RWS/46/21  
Manager's Report**

Mr. Hohn reported on the following Manager's Report to July 31, 2021. The highlights are as follows:

- Staff Update.
- Site repairs – upcoming repairs to fencing, signage and housekeeping at the sites.
- Mattress Recycling Program – we have shipped nearly 1800 mattresses since the beginning of the program and diverted 1900 mattresses from the landfill. Total weight of diverted mattresses is approximately 57MT.
- Site Improvements – Burn Barrel Bunkers have been installed at all of the transfer sites.
- Compost Facility – Initial cost comparisons to using the proposed Ultimate Services Compost Facility versus hauling all MSW to WDML indicates that LRWSC would see no real change in operational costs in the short term. The hidden savings would come in prolonging the life of equipment, and Landfill space. We are waiting on our Disposition Renewal with Alberta Public Lands, at which point we would be able to apply to sublet a portion of the land to Ultimate for the facility to start their approval process. The initial agreed upon fees for each side to be able to use for budgeting purposes are:
  - LRWSC pays Ultimate \$45.00/MT for tipping fees for all Member vehicles including LRWSC Trucks.
  - Ultimate pays LRWSC \$80.00/MT for any material that will return to be landfilled.
  - Ultimate will pay \$8000.00/year (5 year leases) for a 20 year lease of approx. 18 acres of land.
  - Ultimate will pay ½ of the Scale House Operators wage.
  - Ultimate will take all stockpiled wood waste from LRWSC at no charge.

***Moved by Ms. Hibbs that the Managers Report be received as information by the Commission.***

***Carried Unanimously.***

**RWS/47/21**  
**Resident Complaint**

Ms. Gilliat reported to Mr. Hohn that the Mayor of Alix had been receiving complaints from a resident that the attendant at the Alix transfer station had been rude to them.

Mr. Hohn stated that he was aware of the situation as the attendant contacted him to report the incident immediately after it had happened. A disagreement had ensued between the attendant and a resident when the resident was asked to sort their material prior to disposing of it and the resident became verbally abusive. Unfortunately, the resident did not disclose his actions to the Mayor in regards to the incident that would cause the attendant to respond in the manner that they did.

Mr. Hohn assured Ms. Gilliat that the situation had been addressed and that in the future, if any other feedback in regards to any of the Commissions sites or attendants were to ever come forward, to please contact him immediately so that these situations could be investigated in a timely manner and that contact could be made with all parties involved to come to an acceptable resolution.

**RWS/48/21**  
**Alix Burn Policy**

Ms. Gilliat asked Mr. Hohn for clarification on what the policy was for burning of the wood at the Alix/Mirror transfer station and what fire suppression equipment was on hand. It was reported to her that there had been a small grass fire at the location a short time ago and that a resident happened to be on hand and assisted the attendant to get the fire under control.

Mr. Hohn reviewed what the process was for burning of the wood at the site and what fire suppression equipment was on hand. He let her know that this was a rare instance where it appeared that a piece of paper/cardboard that was mixed in the wood pile had ignited and was picked up by the wind, resulting in it landing beyond the burn pit perimeter.

Mr. Hohn assured Ms. Gilliat that since that incident, additional protocols have been put in place including the attendance of a water truck at the sites that are doing a burn.

**Time 3:15 pm**

Mr. Hohn and Ms. Lundie withdrew from the meeting

**RWS/49/21**  
**In-Camera**

***In-Camera Discussion – Personnel***

***Moved by Mr. Ireland to move out of In-Camera***

***Time 3:24 p.m.***

***Carried Unanimously***

Next Meeting

The next regular meeting of the Commission will be held October 13, 2021 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

**RWS/50/21**  
**Adjourn**

***Moved by Ms. Hibbs that the meeting adjourns.***

***Time: 3:25 p.m.***  
***Carried Unanimously.***

\_\_\_\_\_  
 Chairperson

\_\_\_\_\_  
 Manager

Draft



**LRWSC**

**PROPOSED OPERATING BUDGET**

**2022**

OCTOBER 13, 2021  
AT  
LACOMBE COUNTY  
COUNCIL CHAMBERS



**LRWSC**

**Lacombe Regional Waste Services Commission**





# AGENDA

## REGULAR BOARD MEETING

October 13, 2021

Lacombe County Office – Council Chambers

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1. Call to Order
2. Adopt the Agenda
3. Adopt Minutes of August 25, 2021 Regular Board Meeting (Previously distributed)
4. Waste Haul Summaries for the Months of August & September 2021
5. List of Accounts Paid-To-Date
  - a. YTD Budget to Actual Report
  - b. AP Cheque Register
6. 2022 Budget
7. Auditor Appointment
8. Commercial Mattress Charge
9. Change of meeting date
10. Manager's Report
11. Next Meeting November – Organizational Meeting
12. Adjournment



UNAPPROVED MINUTES OF THE LACOMBE REGIONAL WASTE SERVICES COMMISSION BOARD AUGUST 25, 2021

The meeting of the Lacombe Regional Waste Services Commission was called to order by Chairperson Grant Creasey at 1:21 p.m. in the Boardroom of the Lacombe Regional Waste Services Commission Administration office on Wednesday August 25, 2021.

Present

**Commission Members:**

**Present:**

Village of Alix	Barb Gilliat
Town of Bentley	Neil Maki
Lacombe County	Barb Shepherd
	John Ireland
City of Lacombe	Grant Creasey
	Thalia Hibbs
Town of Eckville	Colleen Ebden
Village of Clive	Luci Henry

**Others:**

Jay Hohn	LRWSC Commission Manager
Alissa Lundie	Recording Secretary
Colin Campbell	Ultimate Services Ltd.

Welcome

Chairman Creasey welcomed the Commission Board to the fourth LRWSC meeting of 2021 in Council Chambers at the LRWSC Administration Office.

**RWS/38/21  
Agenda**

Mr. Creasey asked the Board if there were any additions to the agenda.

Ms. Gilliat requested that 3 items be added to the agenda:

- 9a – Resident Complaint
- 9b – Alix Burn Policy
- 9c – In Camera - staff

***Moved by Mr. Ireland to approve the agenda as amended.***

***Carried Unanimously.***

**RWS/39/21  
Minutes**

***Moved by Mr. Maki that the minutes of June 23, 2021 Regular Meeting be approved.***

***Carried Unanimously.***

**RWS/40/21  
Ultimate Waste  
Services  
Presentation**

Mr. Campbell of Ultimate Services Ltd. gave a presentation to the LRWSC Commission Board in regards to a proposal for the installation of a compost facility on the southeast corner of the LRWSC Prentiss transfer site.

Mr. Campbell presented the following preliminary information to the Commission Board for review as to whether the proposed project would be of interest or a viable option for the Commission Board:

- Overview of what the facility would look like and site layout.
- Review of the process to take organic waste and turning it into compost via forced aeration, windrows, curing and screening.
- Why the location at the Prentiss Transfer site would be optimal for this process.

- Source separation, best practices and outside contracts for raw material supply.
- Approximate timeline of when the plant could become operational if permission and approvals were obtained.

***Moved by Ms. Hibbs that the Ultimate Services Ltd. Presentation be received as information by the Commission.***

***Carried Unanimously.***

***RWS/41/21  
Waste Haul  
Summaries***

Administration reviewed the Waste Haul summaries for the months of June and July 2021. Clarification was given in the following areas:

- Mr. Hohn reviewed the current dry rubble totals and wood totals and they are on pace to be about the same as last year.
- Mr. Hohn noted that compactor garbage totals are down at the Alix transfer site and attributed that to the attendants on site ensuring that more loads are separated into the proper bins.
- The compactor garbage at the Eckville Transfer site is being monitored for garbage content, as there is some concern with rubble items being mixed in the loads that are being brought in by contracted haulers for example engine blocks, white goods, etc.

***Moved by Ms. Ebdon that the Waste Haul Summaries for the months of June and July 2021 be received as information by the Commission.***

***Carried Unanimously.***

***RWS/42/21  
Accounts Paid  
YTD Budget  
Comparative List  
Acct. Payable  
Cheque Listing***

Administration reported on the following with the Commission:

- Year to Date Budget Report July 31, 2021.
- Accounts Payable Cheque Listing from June 1 – July 31, 2021.

***Moved by Ms. Gilliat that the YTD Budget Comparative to July 31, 2021, be received as information by the Commission.***

***Carried Unanimously.***

***Moved by Ms. Gilliat that the Accounts Payable Cheque Listing from June 1- July 31, 2021 be received as information by the Commission.***

***Carried Unanimously.***

***RESOURCE RESOLUTION RWS /19/21; RWS/30/21; RWS/31/21***

***RWS/43/21  
RSC Bylaw 1-2021  
Amendments –  
Third Reading***

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting Being A Governance Bylaw of the Lacombe Regional Waste Services Commission.

***Moved by Ms. Shepherd that Bylaw No. 1-2021 respecting the Governance Bylaw of the Lacombe Regional Waste Services Commission be now read for a third time and finally passed.***

***Carried Unanimously.***

**RWS /44/21  
Bylaw 2-2021  
Amendments –  
Third Reading**

Chairman Creasey reviewed with the Board that as per the amendments to Part 15.1 of the *Municipal Government Act*, the Lacombe Regional Waste Services Commission must pass an amended bylaw respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers.

***Moved by Ms. Gilliat that Bylaw No. 2-2021, Being A Bylaw Respecting The Fees Charged By The Commission For Services Provided To Its Customers Or To Any Class Of Its Customers be now read for a third time and finally passed.***

***Carried Unanimously.***

**RWS/45/21  
Tipping Fees**

Mr. Hohn reported to the Commission Board that due to the increased cost of goods and supplies he suggested that an increase in tipping fees from \$40.00/MT to \$45.00/MT would help offset some of the increased operational costs the Commission was facing.

This increase would become effective on January 1, 2022, so plenty of notice could be given to the commercial carriers so that they could adjust their contracts accordingly.

***Moved by Ms. Hibbs that the Commission Board approve the increase of dry rubble tipping fees from \$40.00/MT to \$45.00/MT to be effective January 1, 2022.***

***Carried Unanimously.***

**RWS/46/21  
Manager's Report**

Mr. Hohn reported on the following Manager's Report to July 31, 2021. The highlights are as follows:

- Staff Update.
- Site repairs – upcoming repairs to fencing, signage and housekeeping at the sites.
- Mattress Recycling Program – we have shipped nearly 1800 mattresses since the beginning of the program and diverted 1900 mattresses from the landfill. Total weight of diverted mattresses is approximately 57MT.
- Site Improvements – Burn Barrel Bunkers have been installed at all of the transfer sites.
- Compost Facility – Initial cost comparisons to using the proposed Ultimate Services Compost Facility versus hauling all MSW to WDML indicates that LRWSC would see no real change in operational costs in the short term. The hidden savings would come in prolonging the life of equipment, and Landfill space. We are waiting on our Disposition Renewal with Alberta Public Lands, at which point we would be able to apply to sublet a portion of the land to Ultimate for the facility to start their approval process. The initial agreed upon fees for each side to be able to use for budgeting purposes are:
  - LRWSC pays Ultimate \$45.00/MT for tipping fees for all Member vehicles including LRWSC Trucks.
  - Ultimate pays LRWSC \$80.00/MT for any material that will return to be landfilled.
  - Ultimate will pay \$8000.00/year (5 year leases) for a 20 year lease of approx. 18 acres of land.
  - Ultimate will pay ½ of the Scale House Operators wage.
  - Ultimate will take all stockpiled wood waste from LRWSC at no charge.

***Moved by Ms. Hibbs that the Managers Report be received as information by the Commission.***

***Carried Unanimously.***

**RWS/47/21**  
**Resident Complaint**

Ms. Gilliat reported to Mr. Hohn that the Mayor of Alix had been receiving complaints from a resident that the attendant at the Alix transfer station had been rude to them.

Mr. Hohn stated that he was aware of the situation as the attendant contacted him to report the incident immediately after it had happened. A disagreement had ensued between the attendant and a resident when the resident was asked to sort their material prior to disposing of it and the resident became verbally abusive. Unfortunately, the resident did not disclose his actions to the Mayor in regards to the incident that would cause the attendant to respond in the manner that they did.

Mr. Hohn assured Ms. Gilliat that the situation had been addressed and that in the future, if any other feedback in regards to any of the Commissions sites or attendants were to ever come forward, to please contact him immediately so that these situations could be investigated in a timely manner and that contact could be made with all parties involved to come to an acceptable resolution.

**RWS/48/21**  
**Alix Burn Policy**

Ms. Gilliat asked Mr. Hohn for clarification on what the policy was for burning of the wood at the Alix/Mirror transfer station and what fire suppression equipment was on hand. It was reported to her that there had been a small grass fire at the location a short time ago and that a resident happened to be on hand and assisted the attendant to get the fire under control.

Mr. Hohn reviewed what the process was for burning of the wood at the site and what fire suppression equipment was on hand. He let her know that this was a rare instance where it appeared that a piece of paper/cardboard that was mixed in the wood pile had ignited and was picked up by the wind, resulting in it landing beyond the burn pit perimeter.

Mr. Hohn assured Ms. Gilliat that since that incident, additional protocols have been put in place including the attendance of a water truck at the sites that are doing a burn.

**Time 3:15 pm**

Mr. Hohn and Ms. Lundie withdrew from the meeting

**RWS/49/21**  
**In-Camera**

***In-Camera Discussion – Personnel***

***Moved by Mr. Ireland to move out of In-Camera***

***Time 3:24 p.m.***

***Carried Unanimously***

Next Meeting

The next regular meeting of the Commission will be held October 13, 2021 at 1:15 p.m. in the LRWSC Administration Boardroom at Prentiss.

**RWS/50/21**  
**Adjourn**

***Moved by Ms. Hibbs that the meeting adjourns.***

***Time: 3:25 p.m.***  
***Carried Unanimously.***

\_\_\_\_\_  
 Chairperson

\_\_\_\_\_  
 Manager



LACOMBE REGIONAL WASTE SERVICES COMMISSION

WASTE HAUL SUMMARY

FOR THE MONTH OF: AUGUST 2021



COMPACTOR WASTE

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	74.340	690.33	571.51	696.38	723.99	691.22	704.46	683.97	707.81
BENTLEY	51.290	396.94	439.44	423.20	417.35	397.51	396.76	441.50	467.99
SPRUCEVILLE	50.440	290.12	275.53	321.99	372.27	388.17	461.23	429.33	491.43
PRENTISS	690.310	4679.36	4867.73	4709.53	4,478.94	4,475.44	4,314.96	4,447.62	4,771.55
ALIX/MIRROR	12.570	174.43	244.57	224.15	235.62	240.68	234.78	269.13	265.22
<b>TOTAL</b>	<b>878.950</b>	<b>6231.17</b>	<b>6398.78</b>	<b>6375.25</b>	<b>6,228.17</b>	<b>6,193.02</b>	<b>6,112.19</b>	<b>6,271.55</b>	<b>6,704.00</b>

DRY RUBBLE TO PRENTISS LANDFILL

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	24.140	154.95	158.06	177.89	173.25	216.85	217.32	215.68	Month End Totals Only
BENTLEY	22.830	164.79	207.11	175.77	177.60	190.76	198.31	205.23	
SPRUCEVILLE	10.900	82.67	102.43	101.62	115.51	133.01	127.54	139.21	
PRENTISS	745.896	6,018.20	5,696.69	6,860.75	4,802.38	5,091.13	5,762.60	6,819.74	
ALIX/MIRROR	18.565	152.15	172.45	147.19	149.27	173.58	159.95	178.09	
<b>TOTAL</b>	<b>822.331</b>	<b>6,572.75</b>	<b>6,336.74</b>	<b>7,463.22</b>	<b>5,418.01</b>	<b>5,805.33</b>	<b>6,465.72</b>	<b>7,557.95</b>	

WASTE METAL

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	7.145	50.80	74.59	51.90	50.56	54.45	61.15	62.84	53.41
BENTLEY	6.185	50.76	70.85	51.29	42.41	45.16	35.83	37.20	39.85
SPRUCEVILLE	3.385	19.81	30.63	24.56	27.89	21.89	25.91	25.46	24.38
PRENTISS	15.385	122.25	123.66	101.68	103.33	130.97	150.78	134.90	134.72
ALIX/MIRROR	4.025	41.19	47.32	41.21	33.94	30.22	35.92	41.65	40.32
<b>TOTAL</b>	<b>36.125</b>	<b>284.80</b>	<b>347.05</b>	<b>270.64</b>	<b>258.13</b>	<b>282.69</b>	<b>309.59</b>	<b>302.05</b>	<b>292.68</b>

OTHER PRODUCTS - PRENTISS SITE

	2021	
	TONNES	YTD TONNES
BURNABLE	104.745	698.704
METAL	38.700	290.356
CONCRETE	15.575	32.910
SHINGLES	24.880	145.400
<b>TOTAL</b>	<b>183.900</b>	<b>1167.370</b>

LACOMBE REGIONAL WASTE SERVICES COMMISSION

WASTE HAUL SUMMARY

FOR THE MONTH OF: SEPTEMBER 2021



COMPACTOR WASTE

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	75.020	765.35	661.57	777.58	794.00	771.69	795.91	787.84	809.24
BENTLEY	50.175	447.12	487.19	470.03	462.90	455.96	453.30	492.85	533.66
SPRUCEVILLE	38.850	328.97	312.35	377.56	410.77	431.56	513.12	486.62	562.16
PRENTISS	623.655	5,303.02	5527.91	5312.42	5,068.27	5,024.40	4,961.41	5,084.37	5,433.42
ALIX/MIRROR	24.600	199.03	265.47	250.31	261.45	261.69	257.03	289.90	296.22
<b>TOTAL</b>	<b>812.300</b>	<b>7,043.47</b>	<b>7254.49</b>	<b>7187.90</b>	<b>6,997.39</b>	<b>6,945.30</b>	<b>6,980.77</b>	<b>7,141.58</b>	<b>7,634.70</b>

DRY RUBBLE TO PRENTISS LANDFILL

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	22.595	177.55	180.39	199.35	192.84	239.00	248.02	248.78	Month End Totals Only
BENTLEY	24.140	188.93	231.61	204.78	202.49	214.24	224.19	232.59	
SPRUCEVILLE	8.655	91.32	114.35	115.55	130.00	145.52	140.93	155.39	
PRENTISS	706.076	6,724.27	6,472.93	7,788.85	5,450.57	5,945.91	6,624.34	7,683.82	
ALIX/MIRROR	17.635	169.78	185.94	166.25	163.62	193.61	185.21	197.40	
<b>TOTAL</b>	<b>779.101</b>	<b>7,351.85</b>	<b>7,185.22</b>	<b>8,474.78</b>	<b>6,139.52</b>	<b>6,738.28</b>	<b>7,422.69</b>	<b>8,517.98</b>	<b>9,554.24</b>

WASTE METAL

FROM	2021		HISTORY - YTD TONNES						
	TONNES	YTD TONNES	2020	2019	2018	2017	2016	2015	2014
ECKVILLE	6.065	56.86	82.60	60.28	57.86	59.37	66.16	77.93	67.07
BENTLEY	3.640	54.40	77.87	60.49	49.16	53.75	39.68	44.90	48.56
SPRUCEVILLE	5.615	25.43	34.40	28.10	27.89	24.77	28.61	28.35	27.52
PRENTISS	16.830	139.08	144.86	119.26	115.13	143.81	176.05	152.62	156.31
ALIX/MIRROR	3.875	45.06	59.38	51.15	37.95	36.46	40.16	46.43	48.20
<b>TOTAL</b>	<b>36.025</b>	<b>320.83</b>	<b>399.11</b>	<b>319.28</b>	<b>287.99</b>	<b>318.16</b>	<b>350.66</b>	<b>350.23</b>	<b>347.66</b>

OTHER PRODUCTS - PRENTISS SITE

	2021	
	TONNES	YTD TONNES
BURNABLE	96.365	795.069
METAL	36.650	327.006
CONCRETE	33.235	66.145
SHINGLES	35.295	180.695
<b>TOTAL</b>	<b>201.545</b>	<b>1368.915</b>

# Lacombe Regional Waste Services Commission

## Year to Date Budget Report

at September 30, 2021



	Year to Date	Budget	Difference	% Budget
<b>REVENUE</b>				
<b>SALES AND USER CHARGES</b>				
Dry Rubble Disposal Fees	235,343.52	300,000.00	64,656.48	78.45
White Goods Disposal Fees	18,991.40	25,000.00	6,008.60	75.97
Shingle Disposal Fees	11,489.25	20,000.00	8,510.75	57.45
Recycled Waste	40,742.57	55,500.00	14,757.43	73.41
<b>TOTAL SALES AND USER CHARGES</b>	<b>306,566.74</b>	<b>400,500.00</b>	<b>93,933.26</b>	<b>76.55</b>
<b>OTHER REVENUE FROM OWN SOURCES</b>				
Penalties & Costs	86.43	300.00	213.57	28.81
Interest on Investments	11,212.31	25,000.00	13,787.69	44.85
Other Revenue (Incl. Dow funding and Ins. Payout)	104,601.79	18,850.00	-85,751.79	554.92
Contribution from Surplus	0.00	0.00	0.00	0.00
Land Rentals	29,643.20	29,640.00	-3.20	100.01
<b>TOTAL OTHER REVENUE FROM OWN SOURCE</b>	<b>145,543.73</b>	<b>73,790.00</b>	<b>-71,753.73</b>	<b>197.24</b>
<b>GOVERNMENT TRANSFERS</b>				
Aspen Beach Provincial Park	4,344.48	4,600.00	255.52	94.45
Lacombe County	504,075.00	672,100.00	168,025.00	75.00
City of Lacombe	712,091.25	949,460.00	237,368.75	75.00
Town of Eckville	56,696.25	75,600.00	18,903.75	75.00
Town of Bentley	52,552.50	70,070.00	17,517.50	75.00
Village of Alix	35,782.50	47,710.00	11,927.50	75.00
Village of Clive	34,856.25	46,480.00	11,623.75	74.99
Summer Villages	53,337.13	53,340.00	2.87	99.99
<b>TOTAL GOVERNMENT TRANSFERS</b>	<b>1,453,735.36</b>	<b>1,919,360.00</b>	<b>465,624.64</b>	<b>75.74</b>
<b>TOTAL REVENUE</b>	<b>1,905,845.83</b>	<b>2,393,650.00</b>	<b>487,804.17</b>	<b>79.62</b>

# Lacombe Regional Waste Services Commission

## Year to Date Budget Report

at September 30, 2021



	Year to Date	Budget	Difference	% Budget
<b>EXPENSE</b>				
<b>SALARY, WAGES AND BENEFITS</b>				
Salary and Wages	549,441.88	855,430.00	305,988.12	64.23
Employer Contributions	130,021.50	195,080.00	65,058.50	66.65
Allowance and Benefits	534.90	4,630.00	4,095.10	11.55
<b>TOTAL SALARY, WAGES AND BENEFITS</b>	<b>679,998.28</b>	<b>1,055,140.00</b>	<b>375,141.72</b>	<b>64.45</b>
<b>CONTRACTED &amp; GENERAL SERVICES</b>				
Travel and Subsistence	8,076.87	15,000.00	6,923.13	53.85
Membership Fees	416.25	1,500.00	1,083.75	27.75
Postage and Courier	329.15	750.00	420.85	43.89
Telephone and Communication	7,968.32	11,420.00	3,451.68	69.78
Administration	16,638.14	25,500.00	8,861.86	65.25
Recycling Costs *	83,603.95	139,320.00	55,716.05	60.01
Professional Services	20,853.19	25,000.00	4,146.81	83.41
Site Disposal Contract (WDML)	116,493.78	249,600.00	133,106.22	46.67
Repair and Maintenance - Site	46,690.43	65,000.00	18,309.57	71.83
Repair and Maintenance - Equipment	46,032.10	100,000.00	53,967.90	46.03
Contracted Equipment Hiring	5,023.01	21,000.00	15,976.99	23.92
Rentals	1,201.67	2,500.00	1,298.33	48.07
Insurance, Taxes and Advertising	10,192.88	18,930.00	8,737.12	53.85
<b>TOTAL CONTRACTED &amp; GENERAL SERVICES</b>	<b>363,519.74</b>	<b>675,520.00</b>	<b>312,000.26</b>	<b>53.81</b>
<b>GOODS, SUPPLIES &amp; UTILITIES</b>				
Goods and Supplies	8,406.07	14,280.00	5,873.93	58.87
Small Tools and Equipment	1,550.78	6,600.00	5,049.22	23.50
Fuel and Lubricants	76,682.35	174,310.00	97,627.65	43.99
Tires	13,456.24	24,850.00	11,393.76	54.15
Vehicle Parts & Batteries	14,311.27	50,000.00	35,688.73	28.62
Site Maintenance Supplies	14,599.58	15,000.00	400.42	97.33
Utilities	22,698.71	40,000.00	17,301.29	56.75
<b>TOTAL GOODS, SUPPLIES &amp; UTILITIES</b>	<b>151,705.00</b>	<b>325,040.00</b>	<b>173,335.00</b>	<b>46.67</b>

# Lacombe Regional Waste Services Commission

## Year to Date Budget Report at September 30, 2021



	Year to Date	Budget	Difference	% Budget
<b>TRANSFER PAYMENTS</b>				
Transfer to Capital	0.00	3,000.00	3,000.00	0.00
Reserve Contributions	0.00	331,550.00	331,550.00	0.00
<b>TOTAL TRANSFER PAYMENTS</b>	<b>0.00</b>	<b>334,550.00</b>	<b>334,550.00</b>	<b>0.00</b>
<b>FINANCIAL SERVICES CHARGES</b>				
Bank Charges and Interest	3,356.60	3,400.00	43.40	98.72
Write-off Doubtful Accounts	0.00	0.00	0.00	0.00
Loss on disposal of Capital Assets	0.00	0.00	0.00	0.00
<b>TOTAL FINANCIAL SERVICES CHARGES</b>	<b>3,356.60</b>	<b>3,400.00</b>	<b>43.40</b>	<b>98.72</b>
<b>TOTAL EXPENSE</b>	<b>1,198,579.62</b>	<b>2,393,650.00</b>	<b>1,195,070.38</b>	<b>50.07</b>
<b>CURRENT YEAR SURPLUS/(DEFICIT)</b>	<b>707,266.21</b>	<b>0.00</b>	<b>-707,266.21</b>	

<b>*Summary of Recycling Costs Expense</b>	
Description	Amount
<b>Diversionsary Credit</b>	<b>27,044.03</b>
CITY OF LACOMBE	26,398.44
LACOMBE COUNTY	645.59
TOWN OF BENTLEY	
TOWN OF ECKVILLE	
VILLAGE OF ALIX	
VILLAGE OF CLIVE	
<b>Other</b>	<b>56,559.92</b>
ALL WEST DEMO (WOOD GRINDING)	
ECOLOGIC (USED OIL)	
DBS ENVIRONMENTAL	17,600.92
RE-MATT	38,959.00
<b>Grand Total</b>	<b>83,603.95</b>

As per request, the above itemized breakdown of Recycling Costs has been provided.

Please note that the majority of urbans don't claim their diversionsary credits until year-end.

LACOMBE REGIONAL WASTE SERVICES COMMISSION

Estimated Reserve Balances

at September 30, 2021



**LRWSC**

<b>Reserve</b>	<b>Balance August 1/21</b>	<b>Estimated Balance Dec 31/21</b>
Unrestricted Surplus	400,000	300,000
Equipment Replacement Reserve	835,694	1,038,136
Post Closure Reserve	1,368,985	1,381,684
Future Initiative Reserve	505,070	505,070
Equipment Maintenance Reserve	99,874	100,000
Shingle Recycling Reserve	83,000	100,000
Future Cell Reserve	200,000	200,000
<b>Total</b>	<b>3,492,625</b>	<b>3,624,892</b>

## Lacombe Regional Waste Services Commission Cheque Log for August - September 2021

Cheque No.	Cheque Date	Payee	Amount
2038	11-08-2021	BDO CANADA LLP - <a href="#">Post Closure work</a>	2,782.50
2039	11-08-2021	CAMPUS ENERGY - <a href="#">Utilities</a>	1,917.96
2040	11-08-2021	CAMROSE COUNTY - <a href="#">Jan to June tipping fees</a>	116,493.78
2041	11-08-2021	CENTRATECH TECHNICAL SERVICES <a href="#">fire ext.</a>	940.75
2042	11-08-2021	DBS ENVIRONMENTAL <a href="#">HHW services</a>	5,117.82
2043	11-08-2021	FINNING (CANADA)	84.42
2044	11-08-2021	KAL TIRE	1,359.76
2045	11-08-2021	LACOMBE COUNTY - <a href="#">Payroll, second qtr main.</a>	155,993.90
2046	11-08-2021	NEW WEST FREIGHTLINER INC.- <a href="#">truck repair</a>	493.25
2047	11-08-2021	PAYNE'S SEPTIC TANK SERVICE	483.00
2048	11-08-2021	PRAIRIE OP	469.97
2049	11-08-2021	RE-MATT INC <a href="#">mattress recycling</a>	5,520.90
2050	11-08-2021	RMA FUEL LTD.	2,295.59
2051	11-08-2021	RMA - RURAL MUNICIPALITIES OF ALBERTA - <a href="#">filters</a>	172.56
2052	11-08-2021	SERVUS CREDIT UNION	813.49
		<a href="#">Web fees - 41.34</a>	
		<a href="#">Safety binders - 147.54</a>	
		<a href="#">Swana course - 498.75</a>	
		<a href="#">Gloves - 73.40</a>	
		<a href="#">Rakes and wasp spray - 52.46</a>	
2053	11-08-2021	SHAWN PEARSON - <a href="#">welding</a>	95.11
2054	11-08-2021	TELUS CUSTOM SECURITY	440.41
2055	11-08-2021	TELUS MOBILITY	479.67
2056	11-08-2021	TELUS	149.44
2057	11-08-2021	UNIVERSAL HANDLING EQUIPMENT COMPANY	56.44
2058	11-08-2021	WORKERS COMPENSATION BOARD ALBERTA - <a href="#">premium payment</a>	2,585.70
2059	10-09-2021	JAY HOHN - <a href="#">water tank trailer purchase</a>	350.00
2060	10-09-2021	CAMPUS ENERGY - <a href="#">Utilities</a>	1,856.75
2061	10-09-2021	CITY OF LACOMBE - <a href="#">Diversionary Credit</a>	7,140.68
2062	10-09-2021	D & M Concrete - <a href="#">concrete blocks - burn barrel bunkers</a>	2,100.00
2063	10-09-2021	DBS ENVIRONMENTAL	3,850.13
2064	10-09-2021	INLINE WELDING LTD. <a href="#">Bin repairs</a>	1,506.75
2065	10-09-2021	JANITORIAL SUPPLIES PLUS INC	295.89
2066	10-09-2021	KAL TIRE <a href="#">tire repairs</a>	233.83
2067	10-09-2021	LACOMBE COUNTY - <a href="#">August payroll and gravel</a>	80,538.80
2068	10-09-2021	LACOMBE SIGNMASTERS - <a href="#">site signage</a>	856.51
2069	10-09-2021	LRL HVAC/R Solutions Ltd.- <a href="#">estimate on eckville hvac</a>	401.73
2070	10-09-2021	NEW WEST FREIGHTLINER INC.- <a href="#">truck repair</a>	493.25
2071	10-09-2021	PENTAGON FARM CENTRE LTD.	18.84
2072	10-09-2021	POPOW & SONS BODY SHOP LTD - <a href="#">truck tow from WDML</a>	1,386.00
2073	10-09-2021	PRAIRIE OP	93.08
2074	10-09-2021	PROMETAL MANAGEMENT INC. - <a href="#">cages</a>	525.00

2075	10-09-2021	RE-MATT INC <a href="#">mattress recycling</a>	5,525.10
2076	10-09-2021	RMA FUEL LTD.	3,459.85
2077	10-09-2021	SERVUS CREDIT UNION	2,199.77
		<a href="#">staff bbq/board meeting - 265.82</a>	
		<a href="#">fire ext. renewal - 125.58</a>	
		<a href="#">registration - 60.00</a>	
		<a href="#">office supplies - 279.72</a>	
		<a href="#">grease &amp; def - 152.48</a>	
		<a href="#">truck door handle - 31.50</a>	
		<a href="#">site maintenance supplies - paint, padlocks etc - 924.25</a>	
		<a href="#">web fees &amp; internet - 211.19</a>	
		<a href="#">Microwave for scalehouse - 136.49</a>	
		<a href="#">parts - 12.74</a>	
2078	10-09-2021	TELUS MOBILITY	480.19
2079	10-09-2021	TELUS	149.80
2080	10-09-2021	WOLF CREEK BUILDING SUPPLIES - <a href="#">plywood for mattress bldg.</a>	1,221.97
		<b>Total Amount of Cheques</b>	<b>413,430.34</b>





**LRWSC**

## **AGENDA ITEM**

Lacombe Regional Waste Services Commission

### 2022 Budget Highlights

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**DATE:** October 13, 2021

**ISSUE:** Budget Highlights

**BACKGROUND:**

Under the legal identity of a Commission a resolution is not required from every member municipality. The Commission Board can pass the budget with a simple majority vote.

**ANALYSIS:**

We are presenting a budget with a 0% change in the per capita requisition rate for 2022.

**Revenues:**

We have increased the revenues for Dry Rubble Disposal Fees from \$300,000.00 to \$330,000.00 to reflect past trends, and from the increase in tipping fees to \$45.00/MT.

Shingle Disposal Fees decreased from \$20,000.00 to \$15,000.00 based on recent volumes.

The interest on investments has decreased by \$7000.00 due to maturity dates.

Recycled waste has increased by \$16,000.00 to reflect past trends.

Other revenue has increased due to the carryover from the DOW Canada Mattress grant of \$13,000.00.

**Expenses:**

Wages have increased by \$42,970.00 from 2021 mainly due to adding a part time position, a 2.0% COLA increase, and employee yearly increments. This also translates to a slight increase of \$8166.00 in the employer contributions.

Site Disposal Contract (WDML) has increased by \$6900 to \$256,500 as per our contract starting January 1, 2022 and is based on 9500MT at \$27.00/MT. This is now what the rate will be for the remaining three years of the contract.

Repair and Maintenance for equipment has increased by \$10,000 to reflect past/current spending.

Insurance, taxes, and advertising has increased by \$2500.00 due to higher insurance costs.

Fuels and Lubricants has decreased by \$11,067.00 to reflect past trends.

Tires has increased by \$5150.00 due to higher tire costs, timing on tire replacements on our tri-drive trucks and trailers.

Equipment, Vehicle Parts has decreased by \$8,000.00 to reflect past trends.

Site Maintenance Supplies has increased by \$15,000.00 due to needing to have 4 windscreens constructed for around the Rubble area to collect litter.

Bank Charges and Interest has increased by \$3100.00 due to more Visa and Mastercard transactions on the debit machine.

Transfer to Capital Fund has increased by \$3000.00 to cover the cost of the skid steer exchange program.

Capital expenditures from the Capital replacement Reserve include:

Replace 2013 Dodge 3500 (\$30,000 plus trade in)	\$50,000
Purchase a flat deck trailer to haul Excavator (\$14,000 plus trade in)	\$22,000

**BUDGET IMPLICATIONS:**

0% change to 2022 requisitions.

**RECOMMENDATION:**

That the Board approves the 2022 Budget as presented.

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**LACOMBE REGIONAL WASTE SERVICES COMMISSION  
2022 OPERATING BUDGET SUMMARY**

OPERATING REVENUE		2021 Budget	2021 Actual (YTD)	2022 Budget	% Change	2023 Budget	2024 Budget
1-43-00-410	Dry Rubble Disposal Fees	\$300,000	\$216,181	\$330,000	10.00%	\$336,600	\$343,332
1-43-00-411	White Goods Disposal Fees	\$25,000	\$18,321	\$25,000	0.00%	\$25,500	\$26,010
1-43-00-412	Shingle Disposal Fees	\$20,000	\$11,283	\$15,000	-25.00%	\$15,300	\$15,606
1-43-00-510	Penalties and Costs	\$300	\$48	\$100	-66.67%	\$102	\$104
1-43-00-551	Interest on Investments	\$25,000	\$11,212	\$18,000	-28.00%	\$18,360	\$18,727
1-43-00-564	Land Rentals	\$29,640	\$29,640	\$29,640	0.00%	\$30,233	\$30,837
1-43-00-415	Recycled Waste	\$24,000	\$40,321	\$40,000	66.67%	\$40,800	\$41,616
1-43-00-591	Other Revenue	\$18,850	\$99,244	\$33,650	78.51%	\$34,323	\$35,009
1-43-00-741	Aspen Beach Provincial Park	\$4,600	\$4,344	\$4,340	-5.65%	\$4,427	\$4,515
1-43-00-751	Lacombe County	\$672,100	\$336,050	\$672,300	0.03%	\$685,746	\$699,461
1-43-00-752	City of Lacombe	\$949,460	\$474,728	\$970,320	2.20%	\$989,726	\$1,009,521
1-43-00-753	Town of Eckville	\$75,600	\$37,798	\$75,600	0.00%	\$77,112	\$78,654
1-43-00-754	Town of Bentley	\$70,070	\$35,035	\$70,070	0.00%	\$71,471	\$72,901
1-43-00-756	Village of Alix	\$47,710	\$23,855	\$47,710	0.00%	\$48,664	\$49,637
1-43-00-758	Village of Clive	\$46,480	\$23,238	\$46,480	0.00%	\$47,410	\$48,358
1-43-00-761	Summer Villages	\$53,340	\$53,337	\$53,340	0.00%	\$54,407	\$55,495
1-43-00-840	Provincial Conditional Grant	\$31,500	\$0	\$0	0.00%	\$0	\$0
	<b>Sub Total Operating Revenues</b>	<b>\$2,393,650</b>	<b>\$1,427,618</b>	<b>\$2,431,550</b>	<b>1.58%</b>	<b>\$2,480,181</b>	<b>\$2,529,785</b>
1-43-05-930	Contribution from Surplus	\$0	\$0	\$0	#DIV/0!	\$0	\$0
	<b>TOTAL REVENUE</b>	<b>\$2,393,650</b>	<b>\$1,427,618</b>	<b>\$2,431,550</b>	<b>1.58%</b>	<b>\$2,480,181</b>	<b>\$2,529,785</b>
<b>OPERATING EXPENDITURES</b>							
2-43-00-115	Wages	\$855,430	\$482,438	\$898,400	5.02%	\$916,368	\$934,695
2-43-00-130	Employer Contributions	\$195,080	\$115,131	\$203,250	4.19%	\$207,315	\$211,461
2-43-00-140	Allowance and Benefits	\$4,630	\$535	\$5,000	7.99%	\$5,100	\$5,202
2-43-00-211	Travel and Subsistence	\$15,000	\$7,042	\$13,650	-9.00%	\$13,923	\$14,201
2-43-00-214	Membership Fees	\$1,500	\$416	\$1,030	-31.33%	\$1,051	\$1,072
2-43-00-216	Postage and Courier	\$750	\$329	\$500	-33.33%	\$510	\$520
2-43-00-217	Telephone, Communication, etc.	\$11,420	\$6,554	\$11,080	-2.98%	\$11,302	\$11,528
2-43-00-230	Administration	\$25,500	\$16,638	\$25,500	0.00%	\$26,010	\$26,530
2-43-00-231	Recycling Costs	\$139,320	\$73,510	\$141,320	1.44%	\$144,146	\$147,029
2-43-00-232	Professional Services (Audit)	\$25,000	\$20,853	\$23,500	-6.00%	\$23,970	\$24,449
2-43-00-250	Site Disposal Contract (WDML)	\$249,600	\$116,494	\$256,500	2.76%	\$261,630	\$266,863
2-43-00-252	Repair and Maintenance - Site	\$65,000	\$36,806	\$65,000	0.00%	\$66,300	\$67,626
2-43-00-253	Repair and Maintenance - Equipment	\$100,000	\$44,585	\$110,000	10.00%	\$112,200	\$114,444
2-43-00-259	Contracted Equipment Hiring	\$21,000	\$3,703	\$21,000	0.00%	\$21,420	\$21,848
2-43-00-260	Rentals	\$2,500	\$1,202	\$2,500	0.00%	\$2,550	\$2,601
2-43-00-270	Insurance, Taxes, Advertising	\$18,930	\$10,133	\$21,430	13.21%	\$21,859	\$22,296
2-43-00-510	Goods and Supplies	\$14,280	\$8,046	\$15,610	9.31%	\$15,922	\$16,241
2-43-00-520	Equipment Purchase (Non Capital)	\$6,600	\$1,421	\$5,000	-24.24%	\$5,100	\$5,202
2-43-00-521	Fuel and Lubricants	\$174,310	\$72,655	\$163,240	-6.35%	\$166,505	\$169,835
2-43-00-522	Tires, Batteries, Accessories	\$24,850	\$13,456	\$30,000	20.72%	\$30,600	\$31,212
2-43-00-523	Equipment, Vehicle Parts	\$50,000	\$14,104	\$42,000	-16.00%	\$42,840	\$43,697
2-43-00-530	Site Maintenance Supplies	\$15,000	\$12,391	\$30,000	100.00%	\$30,600	\$31,212
2-43-00-540	Utilities	\$40,000	\$20,930	\$40,000	0.00%	\$40,800	\$41,616
2-43-00-810	Bank Charges and Interest	\$3,400	\$3,357	\$6,500	91.18%	\$6,630	\$6,763
2-43-00-815	Amortization Expense	\$180,000	\$0	\$180,000	0.00%	\$183,600	\$187,272
2-43-00-820	Loss on Disposal of Capital Assets	\$0	\$0	\$0	0.00%	\$0	\$0
2-43-00-920	Write-off Doubtful Accounts	\$0	\$0	\$0	0.00%	\$0	\$0
	<b>SUB TOTAL OPERATING EXPENS</b>	<b>\$2,239,100</b>	<b>\$1,082,730</b>	<b>\$2,312,010</b>	<b>3.26%</b>	<b>\$2,358,250</b>	<b>\$2,405,415</b>
	<b>ADJUST - NON CASH EXPENSES</b>					\$0	
2-43-00-815	Amortization Expense	-\$180,000	\$0	-\$180,000	0.00%	-\$183,600	-\$187,272
	Gain(Loss) on Disposal of Capital A	\$0	\$0	\$0	0.00%	\$0	\$0
	<b>ADJUST CASH ITEMS NOT RECOGNIZED</b>					\$0	
2-43-00-762	Transfer to Capital	\$3,000	\$0	\$6,000	0.00%	\$6,120	\$6,242
2-43-00-764	Reserve Contributions	\$331,550	\$411,950	\$293,540	-11.46%	\$299,411	\$305,399
	<b>TOTAL EXPENSES</b>	<b>\$2,393,650</b>	<b>\$1,494,680</b>	<b>\$2,431,550</b>	<b>1.58%</b>	<b>\$2,480,181</b>	<b>\$2,529,785</b>
	<b>SURPLUS/DEFICIT</b>	<b>\$0</b>	<b>-\$67,062</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>

1-43-00-410 **DRY RUBBLE DISPOSAL FEES**

	<u>Budget</u>	<u>Actual</u>
2018	\$250,000	\$248,221
2019	\$225,000	\$384,026
2020	\$250,000	\$317,998
2021	\$300,000	\$216,181 to Aug 31st
Est 2022	<b>\$330,000</b>	

Charges

No Charge to 499kg (Commercial \$25.00 min)  
 \$45 Min Charge 500kg to 1,000 kg  
 \$45/tonne over 1,000 kg  
 Implemented Jul-03, Revised Jan-09, Revised Jan 2015, Revised Jan 2019 Revised Jan 2022

**\$330,000**

1-43-00-411 **WHITE GOODS DISPOSAL FEES**

	<u>Budget</u>	<u>Actual</u>
2018	\$20,000	\$24,190
2019	\$23,000	\$26,975
2020	\$23,000	\$28,106
2021	\$25,000	\$18,321 to Aug 31st
Est 2022	<b>\$25,000</b>	

Charges

\$10 Min Charge  
 \$40/unit (c/w Freon)

**\$25,000**

1-43-00-412 **SHINGLE DISPOSAL FEES**

	<u>Budget</u>	<u>Actual</u>
2018	\$50,000	\$29,025
2019	\$23,400	\$25,460
2020	\$30,000	\$21,309
2021	\$20,000	\$11,283 to Aug 31st
Est 2022	<b>\$15,000</b>	

Charges

\$40.00 Charge to 499kg

\$75 Min Charge 500kg to 1,000 kg

\$75/tonne over 1,000 kg

new rates implementd January 1, 2020

Contaminated Loads fees:

1st offence \$200 per tonne

2nd offence \$300 per tonne

3rd offence \$400 per tonne

**\$15,000**

1-43-00-510 **PENALTIES AND COSTS**

	<u>Budget</u>	<u>Actual</u>
2018	\$800	\$911
2019	\$800	\$523
2020	\$500	\$297
2021	\$300	\$48 to Aug 31st
Est 2022	<b>\$100</b>	

**\$100**

1-43-00-551 **INTEREST ON INVESTMENTS**

	<u>Budget</u>	<u>Actual</u>
2018	\$48,200	\$69,974
2019	\$50,230	\$80,553
2020	\$50,230	\$44,652
2021	\$25,000	\$11,212 to Aug 31st
Est 2022	<b>\$18,000</b>	

**\$18,000**

1-43-00-564 **LAND RENTALS**

	<u>Budget</u>	<u>Actual</u>
2018	\$25,520	\$29,643
2019	\$29,640	\$29,643
2020	\$29,643	\$29,643
2021	\$29,643	\$29,643 to Aug 31st
Est 2022	<b>\$29,643</b>	

*5-year term from the 1st day of April 2018 to the 31st day of March 2023*

62.38 NW 7-40-25 W4  
 131.62 SW 7-40-25 W4  
 194.00 (\$152.80/ac)

**\$29,640**

1-43-00-415 **RECYCLED WASTE**

	<u>Budget</u>	<u>Actual</u>
2018	\$18,000	\$49,103
2019	\$24,000	\$31,869
2020	\$24,000	\$42,519
2021	\$24,000	\$40,321 to Aug 31st
Est 2022	<b>\$40,000</b>	

**\$40,000**

1-43-00-591 **OTHER REVENUE**

	<u>Budget</u>	<u>Actual</u>
2018	\$15,000	\$20,589
2019	\$15,000	\$20,173
2020	\$15,000	\$38,271
2021	\$18,850	\$99,244 to Aug 31st
Est 2022	<b>\$33,646</b>	

*\*Portion of costs to have recycling at the satellite sites*

\$13,317 *Alix/Mirror & Eckville Recycling Depot invoice to Lacombe County*

\$5,800 *Bentley invoice to Town of Bentley*

\$13,529 *DOW Canada Carryover*

\$1,000 *Clean Farms (Transporting Grain Bags)*

\$33,646

**\$33,650**

1-43-00-741 **ASPEN BEACH PROVINCIAL PARK**

	<u>Budget</u>	<u>Actual</u>
2018	\$3,800	\$3,811
2019	\$3,800	\$4,139
2020	\$4,100	\$4,107
2021	\$4,600	\$4,344 to Aug 31st
Est 2022	\$4,344	

1-43-00-751 **LACOMBE COUNTY**

**\$4,340**

	<u>Budget</u>	<u>Actual</u>
2018	\$690,910	\$390,912
2019	\$698,460	\$698,463
2020	\$726,906	\$711,702
2021	\$672,100	\$336,050 to Aug 31st
Est 2022	\$672,295	

- 10,343 Population as per Lacombe County
- 10,343 Population as per Statistics Canada  
Municipal Affairs 2019 populations
- 10,340 Population as per Lacombe County Office

**\$672,300**



1-43-00-752 **CITY OF LACOMBE**

	<u>Budget</u>	<u>Actual</u>
2018	\$887,440	\$887,438
2019	\$941,230	\$941,233
2020	\$982,866	\$962,308
2021	\$949,455	\$474,728 to Aug 31st
Est 2022	\$970,320	

14,928 Population as per City of Lacombe as estimated by City of Lacombe

13,985 Population as per Statistics Canada  
Municipal Affairs 2019 populations

**\$970,320**

1-43-00-753 **TOWN OF ECKVILLE**

	<u>Budget</u>	<u>Actual</u>
2018	\$75,150	\$75,150
2019	\$78,540	\$78,537
2020	\$81,736	\$80,026
2021	\$75,595	\$37,798 to Aug 31st
Est 2022	\$75,595	

1,163 Population as per Town of Eckville

1,163 Population as per Statistics Canada  
Municipal Affairs 2019 populations

**\$75,600**

1-43-00-754 **TOWN OF BENTLEY**

	<u>Budget</u>	<u>Actual</u>
2018	\$72,010	\$72,010
2019	\$72,800	\$72,797
2020	\$75,762	\$74,177
2021	\$70,070	\$35,035 to Aug 31st
Est 2022	\$70,070	

- 1,078 Population as per Town of Bentley
- 1,078 Population as per Statistics Canada  
Municipal Affairs 2019 populations

**\$70,070**

1-43-00-756 **VILLAGE OF ALIX**

	<u>Budget</u>	<u>Actual</u>
2018	\$49,030	\$49,031
2019	\$49,570	\$49,567
2020	\$51,586	\$50,507
2021	\$47,710	\$23,855 to Aug 31st
Est 2022	\$47,710	

- 734 Population as per Village of Alix
- 734 Population as per Statistics Canada  
Municipal Affairs 2019 populations

**\$47,710**

1-43-00-758

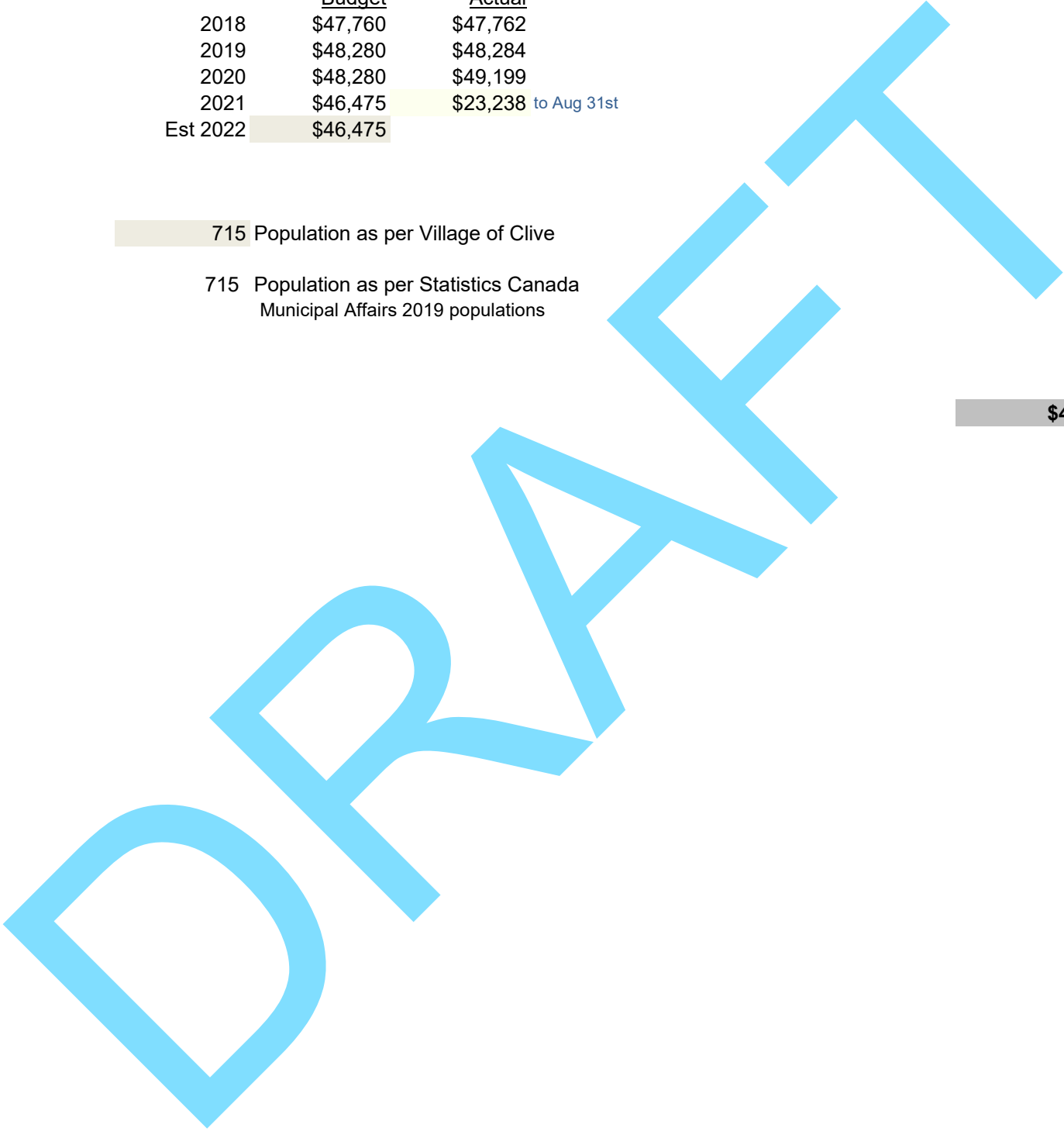
**VILLAGE OF CLIVE**

	<u>Budget</u>	<u>Actual</u>
2018	\$47,760	\$47,762
2019	\$48,280	\$48,284
2020	\$48,280	\$49,199
2021	\$46,475	\$23,238 to Aug 31st
Est 2022	\$46,475	

715 Population as per Village of Clive

715 Population as per Statistics Canada  
Municipal Affairs 2019 populations

**\$46,480**



1-43-00-761 **SUMMER VILLAGES**

	Budget	Actual
2018	\$52,190	\$52,185
2019	\$55,410	\$55,413
2020	\$55,410	\$56,463
2021	\$53,337	\$53,337 to Aug 31st
Est 2022	\$53,337	

249 Total number of residences  
 176 Population **SV Gull Lake** as per Statistics Canada  
 74 Number of residences (population full time)  
102 Seasonal residences 175 x 2.9 x 20% (2.4 months)  
 278 People based on above formula 101.5  
 \$74.75 Requisition est. plus 15%  
**\$20,743.13** Total cost per year

240 Total number of residences  
 81 Population **SV Sunbreaker Cove** as per Municipal Affairs  
 41 Number of houses (population full time)  
115 Seasonal residences 199 x 2.9 x 20% (2.4 months)  
 196 People based on above formula 115.42  
 \$74.75 Requisition est. plus 15%  
**\$14,682.40** Total cost per year

56 Total number of residences  
 42 Population **SV Half Moon Bay** as per Municipal Affairs  
 20 Number of houses (population full time)  
21 Seasonal residences 36 x 2.9 x 20% (2.4 months)  
 63 People based on above formula 20.88  
 \$74.75 Requisition est. plus 15%  
**\$4,700.28** Total cost per year

147 Total number of residences  
 117 Population **SV Birchcliff** as per Municipal Affairs  
 44 Number of houses (population full time)  
60 Seasonal residences 103 x 2.9 x 20% (2.4 months)  
 177 People based on above formula 59.74  
 \$74.75 Requisition est. plus 15%  
**\$13,211.32** Total cost per year

1-43-00-840 **PROVINCIAL CONDITIONAL GRANTS**

2013 Regional Collaboration Grant		
Commission Start-up Fees	10,000	
Less Expended	<u>7,500</u>	
2014 Regional Collaboration Grant	3,289	
Alberta Recycling Grant	35,626	
2021 Dow Canada - Mattress Recycling	31,500	
Dow Canada - Mattress Recycling	37,800	
2022		\$0

**\$0**

1-43-05-930 **CONTRIBUTION FROM SURPLUS**

	<u>Budget</u>	<u>Actual</u>
2019	\$20,000	\$4,628
2020	\$16,900	\$60,811
2021	\$0	\$0 to Aug 31st
Est 2022	\$0	

Contribution from Unrestricted Surplus

- *Total Funding from Unrestricted Surplus*

**\$0**

1-43-00-975 **GAIN ON DISPOSAL OF CAPITAL ASSETS**

Gain incurred on disposal of tangible capital assets

	<u>Budget</u>	<u>Actual</u>
2018	\$0	\$3,667
2019	\$0	\$3,015
2020	\$0	\$9,428
2021	\$0	\$0 to Aug 31st
Est 2022	\$0	

**\$0**

DRAFT

2-43-00-115

**WAGES**

	<u>Budget</u>	<u>Actual</u>
2018	\$840,000	\$790,469
2019	\$845,000	\$786,767
2020	\$884,290	\$800,805
2021	\$855,430	\$482,438 to Aug 31st
Est 2022	<b>\$898,400</b>	

Add 3.5% contingency for lost time due to injury/sickness

Staff consists of:

- 1 Commission Manager 8 hrs/day
- 1 Site Manager 8 hrs/day
- 5 Site Operators 8 hrs/day
- 1 Equipment Operator 8.25 hrs/day
- 2 Truckers 8.5 hrs/day
- 2- part time operators 8 hrs/day
- 1- Office Assistant 8 hrs/day
- 1 Scale House Operator 8 hrs/day
- OT after 44 hrs/week or 8 hrs/day



**\$898,400**

2-43-00-130

**EMPLOYER CONTRIBUTIONS**

	<u>Budget</u>	<u>Actual</u>
2018	\$186,170	\$170,423
2019	\$190,120	\$162,289
2020	\$204,131	\$183,908
2021	\$195,079	\$115,131 to Aug 31st
Est 2022	<b>\$203,245</b>	

Health Spending Account

Est. 2021 single full time - 2	\$1,000
family full time - 10	\$7,500
family part time -1	\$675
family part time -1	\$375
includes 10% admin fee	\$10,505

WCB	\$13,060
Employer Contributions @ 20% of Earnings	\$179,680
<b>Total</b>	<b>\$203,245</b>

**\$203,250**



2-43-00-140 **ALLOWANCE & BENEFITS**

	<u>Budget</u>	<u>Actual</u>
2018	\$3,500	\$2,589
2019	\$3,500	\$2,520
2020	\$3,570	\$404
2021	\$4,630	\$535 to Aug 31st
Est 2022	<b>\$5,000</b>	

*Registration fees for Workshops and Courses*

Training Courses	4300
First Aid	700
Refrigeration Certificate	-
	<u>5000</u>

**\$5,000**

2-43-00-211 **TRAVEL & SUBSISTENCE**

	<u>Budget</u>	<u>Actual</u>
2018	\$15,000	\$8,348
2019	\$15,000	\$12,384
2020	\$10,000	\$15,441
2021	\$15,000	\$7,042 to Aug 31st
Est 2022	<b>\$13,650</b>	

<i>In this account: Travel expenses for training courses</i>	4000
<i>Manager's Mileage</i>	4450
<i>PR expense</i>	500
<i>Meals (employee expense)</i>	500
<i>employee Service appreciation evening</i>	500
<i>Employee Xmas Cards and Party</i>	3250
<i>Employee Service Gift Cards and Plaques</i>	450

13650

**\$13,650**

2-43-00-214 **MEMBERSHIP FEES**

	<u>Budget</u>	<u>Actual</u>
2018	\$1,000	\$718
2019	\$1,000	\$1,151
2020	\$1,000	\$514
2021	\$1,500	\$416 to Aug 31st
Est 2022	<b>\$1,025</b>	

Est 2021

Memberships

- \$195 RMA
- \$500 Misc
- \$330 Recycling Council of Alberta
- \$0 SWANA
- \$1,025

2-43-00-216 **POSTAGE & COURIER**

**\$1,030**

	<u>Budget</u>	<u>Actual</u>
2018	\$1,050	\$565
2019	\$1,050	\$487
2020	\$1,000	\$1,272
2021	\$750	\$329 to Aug 31st
Est 2022	<b>\$500</b>	

**\$500**

2-43-00-217 **TELEPHONE, COMMUNICATION, ETC.**

	<u>Budget</u>	<u>Actual</u>
2018	\$9,500	\$10,496
2019	\$10,300	\$9,271
2020	\$10,300	\$9,405
2021	\$11,420	\$6,554 to Aug 31st
Est 2022	<b>\$11,080</b>	

<i>telus, office, cell phones, GPS</i>	9000
<i>internet</i>	960
<i>webpage fees &amp; Alarm Monitoring</i>	1120
	<u>11080</u>

**\$11,080**

2-43-00-230 **ADMINISTRATION**

<b>Administration</b>	<u>Budget</u>	<u>Actual</u>
2018	\$49,700	\$44,252
2019	\$44,100	\$39,050
2020	\$33,900	\$14,275
2021	\$25,500	\$16,638 to Aug 31st
Est 2022	\$25,500	

**Lacombe County Administration Support Agreement**

	<u>Budget</u>	<u>Actual</u>
2019	\$30,000	\$22,189
2020	\$30,000	\$13,700
2021	\$20,000	\$11,169 to Aug 31st
Est. 2022	\$20,000	

**Transfer Site Scale Support Fee**

	<u>Budget</u>	<u>Actual</u>
2019	\$500	\$500
2020	\$500	\$500
2021	\$500	\$500 to Aug 31st
Est. 2022	\$500	

**Sage Financial Software & Sophos Support Fee**

	<u>Budget</u>	<u>Actual</u>
2019	\$2,800	\$3,257
2020	\$3,400	\$4,098
2021	\$5,000	\$4,969 to Aug 31st
Est. 2022	\$5,000	

**\$25,500**

2-43-00-231 **RECYCLING COSTS**

	<u>Budget</u>	<u>Actual</u>
2018	\$118,000	\$139,487
2019	\$126,200	\$110,551
2020	\$126,200	\$92,458
2021	\$139,320	\$73,510 to Aug 31st
Est 2022	<b>\$141,320</b>	

<i>Diversionary Credits (estimated):</i>		\$	67,720
<i>CITY OF LACOMBE</i>	\$	51,720	
<i>LACOMBE COUNTY</i>	\$	3,500	
<i>TOWN OF BENTLEY</i>	\$	3,200	
<i>TOWN OF ECKVILLE</i>	\$	4,800	
<i>VILLAGE OF ALIX</i>	\$	2,500	
<i>VILLAGE OF CLIVE</i>	\$	2,000	
<i>Other</i>	\$	600	
<i>Mattress</i>	\$	37,000	
<i>Paint</i>	\$	-	
<i>Toxic Roundup</i>	\$	36,000	
	\$	<u>141,320</u>	

**\$141,320**

2-43-00-232 **PROFESSIONAL SERVICES & AUDIT**

**Post Closure Plan**

	<u>Budget</u>	<u>Actual</u>
2018	\$18,000	\$11,167
2019	\$26,000	\$13,506
2020	\$21,500	\$21,089
2021	\$25,000	\$20,853 to Aug 31st
Est 2022	<b>\$23,500</b>	

\$2,000	Legal
\$17,000	Audit - BDO
\$4,500	Ground water testing - Prentiss
\$0	Engineering
<u>\$23,500</u>	

**\$23,500**

2-43-00-250 **SITE DISPOSAL CONTRACT (WDML)**

	<u>Budget</u>	<u>Actual</u>	
2018	\$170,000	\$163,613	
2019	\$170,000	\$167,620	
2020	\$240,000	\$236,240	
2021	\$249,600	\$116,494	to June 30th
Est 2022	<b>\$256,500</b>		starting 2022 tipping fee will be \$27/T. 2022 will cost \$256,500

Volume (tonnes)

2018	9,084	
2019	9,312	
2020	9,450	
2021	4,481	to Aug 31
Est. 2022	9,500	

Ministerial Order to transport/dispose to WDMLRL - no expiry

**\$256,500**

2-43-00-252 **REPAIR & MAINTENANCE - SITE**

	<u>Budget</u>	<u>Actual</u>	
2018	\$102,000	\$14,285	
2019	\$102,222	\$49,055	
2020	\$50,000	\$114,286	
2021	\$65,000	\$36,806	to Aug 31st
Est 2022	<b>\$65,000</b>		

includes firefighting costs of \$6,000

Site Repairs -Bentley

Scale steaming

Fire Extinguisher Inspections

Scale Calibrations

Grading and dirtwork

Scale Calibrations

Site Weed Spraying agreement

2-43-00-530 SITE MAINTENANCE SUPPLIES

services to site only in this account all parts, equipment to site in 530

**\$65,000**

2-43-00-253 **REPAIR & MAINTENANCE - EQUIPMENT**

	<u>Budget</u>	<u>Actual</u>
2018	\$100,000	\$68,363
2019	\$100,000	\$111,550
2020	\$90,000	\$153,979
2021	\$100,000	\$44,585 to Aug 31st
Est 2022	<b>\$110,000</b>	

*Custom Work Agreement in Place with LRWSC/Lacombe County*

*Tires has a different g/l number see 2-43-00-522*

*Parts, etc. has a different g/l number see 2-43-00-523*

**\$110,000**

2-43-00-259 **CONTRACTED EQUIPMENT HIRING**

	<u>Budget</u>	<u>Actual</u>
2018	\$11,000	\$7,374
2019	\$11,160	\$298,368 <i>shingle shredding included</i>
2020	\$11,000	\$22,143
2021	\$21,000	\$3,703 to Aug 31st
Est 2022	<b>\$21,000</b>	

Est. 2022

\$7,000 *Frozen Bin*

\$4,000 *Septic Service*

\$10,000 *Wood grinding*

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\$21,000

**\$21,000**

2-43-00-260 **RENTAL**

	<u>Budget</u>	<u>Actual</u>
2018	\$800	\$749
2019	\$800	\$486
2020	\$800	\$2,597
2021	\$2,500	\$1,202 to Aug 31st
Est 2022	<b>\$2,500</b>	

*\$700 per year rental on two propane tanks  
Rental of Welding Truck*

**\$2,500**

2-43-00-270 **INSURANCE, TAXES, ADVERTISING**

	<u>Budget</u>	<u>Actual</u>
2018	\$20,000	\$12,017
2019	\$20,840	\$15,046
2020	\$18,842	\$15,377
2021	\$18,928	\$10,133 to Aug 31st
Est 2022	<b>\$21,428</b>	

	<u>Est. 2022</u>	
Insurance	\$13,000	
Damage Claims	\$5,000	
Registries	\$100	
Provincial License Fee	\$75	Petroleum tank Management
Taxes	\$450	
Advertising	\$1,200	
Lease	<del>\$1,603</del>	
	21,428	

*Prentiss Lease: term June 1, 2002 to June 1, 2021 - Waiting on final lease approval*

**\$21,430**



2-43-00-510 **GOODS & SUPPLIES**

	<u>Budget</u>	<u>Actual</u>
2018	\$15,640	\$15,272
2019	\$19,840	\$13,748
2020	\$13,040	\$9,921
2021	\$14,280	\$8,046 to Aug 31st
Est 2022	<b>\$15,610</b>	

Safety Boots/Glasses/coveralls	8,060
Business Cards - Manager	0
Staff & Board Meetings	1000
Safety Incentives	2000
Office Supplies	3850
rain gear	700
	<u>15,610</u>

15,610

**\$15,610**

2-43-00-520 **EQUIPMENT PURCHASE (Non Capital)**

	<u>Budget</u>	<u>Actual</u>
2018	\$6,600	\$6,281
2019	\$13,900	\$4,701
2020	\$6,600	\$7,268
2021	\$6,600	\$1,421 to Aug 31st
Est 2022	<b>\$5,000</b>	

**\$5,000**

2-43-00-521 **FUEL & LUBRICANTS**

	<u>Budget</u>	<u>Actual</u>
2018	\$135,000	\$162,239
2019	\$150,940	\$151,105
2020	\$168,525	\$124,776
2021	\$174,311	\$72,655 to Aug 31st
Est 2022	<b>\$163,244</b>	

	<u>Estimate</u>	<u>2022</u>	
	<u>Litres</u>	<u>Estimate</u>	
Marked Diesel	32,000	0.780	24,960
Clear Diesel	104,000	1.090	113,360
Gasoline	5,000	0.820	4,100
Def Cat	300	3.500	1,050
Lube	\$12,000		12,000
			155,470
Contingency for price fluctuation			7,774
2022			<b>163,244</b>

**\$163,240**

2-43-00-522 **TIRES**

	<u>Budget</u>	<u>Actual</u>
2018	\$15,000	\$14,047
2019	\$22,550	\$14,676
2020	\$22,550	\$19,852
2021	\$24,850	\$13,456 to Aug 31st
Est 2022	<b>\$30,000</b>	

*require 12 large truck tires plus misc. truck and equipment tires  
4 trailer tires, skid steer tires*

901 drives due July 2022	8,000
901 steer due July 2022	2,000
987 drives due Dec 2022	8000
987 Steer due Dec 2022	2000
Other Misc Equipment	4900
Skid steer	3500
Trailer tires	1600
	<b>30,000</b>

**\$30,000**

2-43-00-523 **EQUIPMENT, VEHICLE PARTS, BATTERIES, ACCESSORIES**

	<u>Budget</u>	<u>Actual</u>
2018	\$33,500	\$36,513
2019	\$36,000	\$46,012
2020	\$36,000	\$69,209
2021	\$50,000	\$14,104 to Aug 31st
Est 2022	<b>\$42,000</b>	

*Parts only for trucks and Equipment*

Major unplanned repairs to come out of the repair reserve

**\$42,000**

2-43-00-530 **SITE MAINTENANCE SUPPLIES**

	<u>Budget</u>	<u>Actual</u>
2018	\$21,500	\$14,556
2019	\$23,180	\$18,872
2020	\$15,000	\$25,497
2021	\$15,000	\$12,391 to Aug 31st
Est 2022	<b>\$30,000</b>	

*Gravel, fence, shovels, signs*

*Wind Screens (4)*

**\$30,000**

2-43-00-540

**UTILITIES**

	<u>Budget</u>	<u>Actual</u>
2018	\$30,000	\$33,154
2019	\$36,000	\$34,957
2020	\$38,000	\$38,410
2021	\$40,000	\$20,930 to Aug 31st
Est 2022	<b>\$40,000</b>	

*Propane - Prentiss site  
Electricity at all sites*

**\$40,000**

2-43-00-810

**BANK CHARGES & INTEREST**

	<u>Budget</u>	<u>Actual</u>
2018	\$3,400	\$2,720
2019	\$3,400	\$3,887
2020	\$3,400	\$4,785
2021	\$3,400	\$3,357 to Aug 31st
Est 2022	<b>\$6,500</b>	

**\$6,500**

2-43-00-815 **AMORTIZATION**

	<u>Budget</u>	<u>Actual</u>
2018	\$180,000	\$180,818
2019	\$180,000	\$199,929
2020	\$180,000	\$327,049 to Aug 31st
2021	\$180,000	\$0
Est 2022	<b>\$180,000</b>	

Amortization Expense for tangible capital assets

**\$180,000**

2-43-00-820 **LOSS ON DISPOSAL OF CAPITAL ASSETS**

	<u>Budget</u>	<u>Actual</u>
2018	\$0	\$5,083
2019	\$0	\$26,894
2020	\$0	\$99,100 to Aug 31st
2021	\$0	\$0
Est 2022	<b>\$0</b>	

**\$0**

2-43-00-920

**WRITE-OFF DOUBTFUL ACCOUNTS**

	<u>Budget</u>	<u>Actual</u>
2018	\$0	\$0
2019	\$0	\$0
2020	\$0	\$0 to Aug 31st
2021	\$0	\$0
Est 2022	\$0	

**\$0**

DRAFT

2-43-00-762 **TRANSFER TO CAPITAL FUND (NON RECOGNIZED ITEM)**

	<u>Budget</u>	<u>Actual</u>
2018	\$0	\$0
2019	\$3,000	\$8,905
2020	\$3,000	\$13,335
2021	\$3,000	\$0 to Sept 30th
Est 2022	\$6,000	

Trade in difference for Skid Steer.

**\$6,000**

2-43-00-764 **RESERVE CONTRIBUTIONS (NON RECOGNIZED ITEM)**

	Capital Replacement Fund	Equipment Maintenance Reserve	Closure/Post Closure Reserve	Future Initiatives Reserve	Shingles Reserve	Future Cell Reserve
2016	\$196,118	\$125	\$100,028	\$2,857	\$0	\$0
2017	\$210,444	\$105	\$114,402	\$0	\$109,284	\$0
2018	\$249,753	\$126	\$117,023	\$0	\$45,052	\$0
2019	\$241,380	\$126	\$140,120	\$0	\$23,843	\$0
2020	\$275,327	\$126	\$141,372	\$2,080	\$28,816	\$0
2021	\$241,038	\$457	\$27,423	\$2,048	\$20,585	\$40,000
Est. 2022 Contribution	\$246,616	\$1,125	\$25,169	\$5,051	\$13,580	\$2,000

**\$293,540**



**RESERVE SUMMARY**

	Anticipated Opening Balance (Jan 1/22)	Interest	Contribution to Reserve	Withdrawals	Anticipated Closing Balance (Dec 31/22)
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**CAPITAL REPLACEMENT FUND**

	\$835,694	\$8,357	\$238,259	-\$52,000	\$1,030,310
2022 Annual Contribution			\$238,259		
One Ton			\$30,000		
Trailer			\$22,000		

**CLOSURE/POST CLOSURE LANDFILL RESERVE**

	\$1,368,985	\$13,690	\$11,479	\$0	\$1,394,154
2022 Costs			\$0		
Annual Contribution			\$11,479		

**UNRESTRICTED SURPLUS**

	\$307,423	\$0	\$0	\$0	\$307,423
2022					

**FUTURE INITIATIVES RESERVE**

	\$505,070	\$5,051	\$0	\$0	\$510,121
2022					

**EQUIPMENT MAINTENANCE RESERVE**

	\$99,874	\$999	\$126	\$0	\$101,000
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**SHINGLES RECYCLING RESERVE**

	\$83,000	\$830	\$12,750	\$0	\$96,580
2022 85% of Shingles Recycling Revenue			\$12,750		
Shingles Recycling Expenses			\$0		

1-43-05-630 **SALE OF EQUIPMENT**

2022 Southland Trailer \$8,000

**\$8,000**

1-43-05-650 **SALE OF VEHICLES**

2022 2013 Dodge Ram 3500 \$20,000

**\$20,000**

1-43-05-920 **CONTRIBUTIONS FROM RESERVES**

2022 Equipment Replacement Reserve One Ton \$30,000  
2022 Trailer \$14,000

**\$44,000**

1-43-05-930 **CONTRIBUTIONS FROM UNRESTRICTED SURPLUS**

2022

**\$0**

1-43-05-940 **CONTRIBUTIONS FROM OPERATING**

2022 Trade in difference for skid steer \$ 6,000

**\$6,000**

**TOTAL CAPITAL FUNDING**

**\$78,000**

2-43-06-620 **BUILDINGS & STRUCTURES**

2022

*Approved amount of construction  
estimated spent in 2018  
Carry Forward to 2021*

\$0

\$0

**\$0**

2-43-06-630 **EQUIPMENT**

2022

2022 Trailer

\$22,000

Trade in difference for Skid Steer

\$6,000

**\$28,000**

2-43-06-645 **LAND & IMPROVEMENTS**

2022 No purchases anticipated

\$0

**\$0**

2-43-06-650 **VEHICLES**

2022 One ton

\$50,000

**\$50,000**

**TOTAL CAPITAL EXPENDITURES**

**\$78,000**

**Requisition Rate Calculation and Analysis**

Revenue Requirement	
<b>Total Annual Expenses</b>	<b>2,431,550</b>
<b>Total Annual Revenues, not including Requisitions:</b>	<b>-495,730</b>
Dry Rubble	330,000
White Goods	25,000
Shingles	15,000
Penalties	100
Interest	18,000
Rentals	29,640
Bad Debt Recovery	0
Recycled Waste	40,000
Other	33,650
Aspen Beach	4,340
Provincial Conditional Grant	0
Contributions from Reserves	0
<b>Requisition Revenue Requirement</b>	<b>1,935,820</b>

Populations	
<b>Regular Population Total</b>	<b>28,961</b>
Lacombe County	10,343
City of Lacombe	14,928
Town of Bentley	1,078
Town of Eckville	1,163
Village of Clive	715
Village of Alix	734
<b>Summer Villages Population Total, Adjusted</b>	<b>714</b>
SV of Birchcliff	177
SV of Gull Lake	278
SV of Half Moon Bay	63
SV of Sunbreaker Cove	196
<b>Total Population</b>	<b>29,675</b>

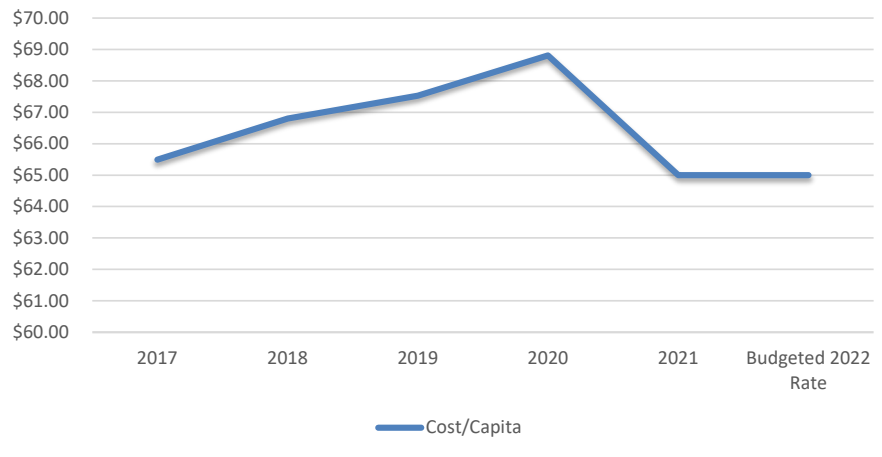
Requisition Rates:	
<b>Requisition Rate</b>	<b>\$ 65.00</b>
<b>Summer Villages Requisition Rate</b>	<b>\$ 74.75</b>

Check *Fully Funded*  
1,935,802.12

Historical Requisition Rates		
Year	Cost/Capita	Increase
2016	\$ 64.52	
2017	\$ 65.49	1.50%
2018	\$ 66.80	2.00%
2019	\$ 67.53	1.09%
2020	\$ 68.81	1.90%
2021	\$ 65.00	-5.54%
Budgeted 2022 Rate	\$ 65.00	0.00%

53,340.0000 summer villages  
1,882,480  
65.00

**Requisition Rate, 6 Year Comparison**





## **AGENDA ITEM**

### **Lacombe Regional Waste Services Commission Appoint an Auditor**

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**DATE**    **October 13, 2021**

**ISSUE**   **Appoint an Auditor 2021**

#### **BACKGROUND**

Lacombe Regional Waste Services Commission is required by BYLAW N0.2-2013 to retain the services of an accounting firm to complete our annual audit and prepare our financial statements and financial information return. Action requested of the Board regarding this matter is to appoint an auditor for 2021.

#### **ANALYSIS**

In past years Lacombe Regional Waste Services Commission has used BDO as its auditor. The primary benefit of using the same audit firm on an on-going basis is that it provides continuity with respect to the expectations and requirements of the auditor and commission staff. This is especially important as financial reporting requirements change, such as the implementation of tangible capital asset reporting.

#### **BUDGET IMPLICATIONS**

It is anticipated that the cost of the 2021 audit should be approximately \$17,000.

#### **RECOMMENDATION**

By resolution appoint BDO Dunwoody as the Lacombe Regional Waste Services Commission auditor for 2021.

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## **AGENDA ITEM**

Lacombe Regional Waste Services Commission

Commercial Mattress Fee

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**DATE:** October 13, 2021

**ISSUE:**

Budgeting for the recycling of commercial bulk mattress loads originating from hotels, motels, or dormitories is difficult to do as we do not know if or when these loads could come in. We also have experienced commercial loads that contain mattresses in their rubble loads which we have to separate and redistribute to the recycling area.

**ANALYSIS:**

We have funded the Mattress Recycling program through our budget based on the costs of the first year collecting mattresses.

During this first year, we did not see any bulk commercial mattress loads coming to the Prentiss landfill, however, in previous years we have received them from dormitories, and hotels.

We would like to implement a Commercial Mattress charge of \$20.00/Mattress to cover the costs for the bulk loads should they come in, and to cover the cost of separating any mattresses that come in a rubble load from a commercial hauler.

**RECOMMENDATION:**

That the Commission Board approve Administration's request to implement a Commercial Mattress Recycling fee of \$20.00/Mattress.



**LRWSC**

## **AGENDA ITEM**

Lacombe Regional Waste Services Commission

Manager's Report

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**DATE: October 13, 2021**

### **Staff Training:**

Four staff members received 1<sup>st</sup> Aid training on October 1<sup>st</sup>. Two other staff members have completed the Ozone Protection Course and that certifies them to remove Freon from disposed appliances.

### **Mattress Recycling:**

To date, we have shipped 2450 mattresses and have diverted over 2500 mattresses since beginning the mattress recycling program which started on Oct 5, 2020.

There has been a noticeable improvement with diverting the mattresses from our landfill.

The total weight of the diverted mattresses is approx. 74MT and the volume saved in the landfill is approx. 2100m<sup>3</sup>. To date we have spent \$51,500.00 on Mattress Recycling, and that represents a full year of mattress recycling.

### **Site Improvements:**

We constructed a loading ramp in our wood area at Prentiss and this will be used to load ground up wood chips into the trucks to haul to Stickland Farms.

We are installing/repairing chain link fencing at the four remote transfer sites.

### **Compost Facility:**

We are still waiting on our Disposition Renewal with Alberta Public Lands, at which point we would be able to apply to sublet a portion of the land to Ultimate for the facility to start their approval process. Do any of the board members have any questions, or concerns?



**Wood Recycling:**

We had our white and green wood waste chipped at the end of September and it is estimated to be about 450MT which would cost \$9900.00. We will be hauling the wood chips to Stickland Farms on October 16 and will receive approximately \$2250.00 for the material depending on final tonnage.

**Metal Recycling:**

We had all the waste metal baled up and hauled on October 8, 2021. Metal prices are still very high (\$110.00/MT) so it was a good time to clean out all the sites of wire and clean out the metal area at Prentiss.

**RECOMMENDATION:**

That the Commission Board receive this as information.



ALBERTA  
COMMUNITY AND SOCIAL SERVICES

*Office of the Minister*

October 13, 2021

Dear CSS Stakeholders:

Alberta's government is asking Community and Social Services service providers to consider implementing COVID-19 vaccination policies for their employees, if you have not already done so, to help keep clients, staff and all Albertans safe as we combat the fourth wave of the virus. Taking the steps necessary to have these measures in place as soon as possible will help all of us look out for our most vulnerable populations and help reduce the pressure on our province's health care system.

I know many service providers have already implemented COVID-19 vaccination policies, or are seeking legal and HR advice about how to adopt such an approach. We know that large providers and those serving seniors or the medically vulnerable have had these policies in place for weeks or longer. I want to thank all of you for investing the time and effort to take this important step to help us stop the spread of COVID-19. Thank you to the providers who have also implemented mandatory COVID-19 vaccination policies for new hires. Your efforts in this area are truly making a difference.

Many employers already ask employees to require proof of vaccination or a negative COVID-19 test. On September 30, the Premier announced a new requirement for the Alberta Public Service to submit proof of vaccination or provide a negative PCR or rapid testing result at their own cost. The Premier also encouraged all public employers, and specifically school authorities, to introduce similar policies. Alberta Health Services has required all employees and contracted healthcare providers – including physicians and other frontline healthcare workers – to be fully immunized for COVID-19 by October 31, 2021.

COVID-19 vaccines have been determined to be the best way to stop the spread of the virus. During this critical time we must do all we can to reinforce that message and to encourage as many Albertans as possible to get vaccinated.

Thank you for taking the time to consider the government's request. Thank you to your organization and your front-line staff for all that you do in service to our most vulnerable citizens. I appreciate your staff members' selflessness to help those in need. Their tireless dedication has been noticed.

Sincerely,

*Jason Luan*

Jason Luan  
Minister of Community and Social Services



Jason Copping  
Minister of Health