

MINUTES OF THE
NORTHERN COORDINATED ACTION FOR RECYCLING ENTERPRISES
GENERAL BOARD MEETING - JUNE 4th, 2004.
CHATEAU LOUIS INN & CONFERENCE CENTRE, EDMONTON AB.

Attendance:

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| Pat Jacobs, Vice Chair | County of Grande Prairie No. 1 |
| Lorna Storoschuk, Treasurer | Town of Bonnyville |
| Veronica Andruchiw, Secretary | M.D. of Big Lakes |
| Linda McDonald | Northern CARE Executive Director |
| James Waikle | Town of High Prairie |
| Chris Kramer | Northern Sunrise County |
| Alvina Schuhmacher | Town of Elk Point |
| Christine Della Costa | Alberta Environment |
| Vern Billey | Smoky Lake |
| Edgar Koehler | County of Athabasca |
| Rob Smith | Athabasca Regional Waste Management |
| Jodi Tomchyshyn | Alberta Environment |
| Roberta Windrum | Alberta Dairy Council |
| Richard Twach | Woodlands County |
| Gerald Pellerin | Town of Edson |
| Margaret Daniels | Buffalo Lake Metis Settlement |
| Dennis Reid | Buffalo Lake Metis Settlement |
| Judy Morris | Alberta Environment |
| Uli Wolf | Aquatera, City of Grande Prairie |
| Jule Asterisk | Lesser Slave Regional Waste Management Commission |
| Bonnie Raho | Regional Environment Action Committee |
| Ralph Whitford | Town of Lac La Biche |
| Myron Goyan | Town of Elk Point |
| Hussein Elkadri | Cold Lake Recycling Centre |
| Helene Hausler | Smoky River Regional Waste Management Commission |
| Gordon Mach | County of Grande Prairie |
| Fran Jordan | City of Cold Lake |

1. Call to Order

Vice Chair P. Jacobs called the Meeting to order at 10:10 a.m. and welcomed everyone in attendance. Members in attendance introduced themselves.

2. Adoption of Agenda

Moved Lorna Storoschuk the Agenda be adopted as presented. Carried.

3. Adoption of Minutes

Moved Ralph Whitford the Minutes of the Northern CARE General Board Meeting held March 5th, 2004 be adopted as presented. Carried.

4. Business Arising from the Minutes

A) Northern CARE Business Plan - Linda McDonald reported the Business Plan has been completed and a draft thereof will be presented to the Executive for review and consideration of acceptance. Pending acceptance, the document will be forwarded to the Province.

B) Oilfield Waste Pails - J. Asterisk made an inquiry to determine if the financial planning for

the Oilfield Waste Pail program was included in the proposed Business Plan. She was advised the program was not included in the proposed Business Plan but was referred to in a covering letter which identified the special projects that may be considered by Northern CARE within a three year timeframe.

- C) Northern CARE By-Law Update - L. McDonald conveyed the draft by-laws for the Society have been deferred to the Annual General Meeting to be held in September, 2004; for review and consideration for approval.
- D) 5th Annual Northern Alberta Recycling Conference - L. McDonald conveyed the planning of the conference is on schedule with speakers confirmed, the hotel booked and the printing requirements for the conference packages due back from the printer. It is expected the conference packages will be distributed to the membership within the third week of June, 2004.
- E) Tire Recycling Management Association and Beverage container Management Board Memberships - L. McDonald reported both of the above described entities have been invited to appoint a member of their Board to sit as liaison members on the Northern CARE's Board of Directors. These invitations were extended by correspondence dated May 14th and April 14th, 2004; respectively.
- F) Information on Proper Vehicle Disposal - Ms. Jodi Tomchyshyn of Alberta Environment gave a brief overview of the Legislation respecting the proper disposal of vehicles, with specifics regarding the proper disposal of mercury switches. Ms Tomchyshyn conveyed the party ultimately responsible for the proper disposal of the mercury switches on a vehicle is the owner of the vehicle, however, if a landfill operator accepts a vehicle in which there is a mercury switch, then the landfill operator assumes the responsibility. The difficulty landfill operators have encountered by accepting vehicles that are equipped with mercury switches lies with the fact that the devices are located in various locations, each depending on the make and model of the vehicle, thus they are difficult to locate for proper removal and disposal. Ms Tomchyshyn noted that although the manufacturers do provide spec sheets on their vehicles, these are often difficult to obtain and then not easily understood by landfill operators, thus the efforts of safe and proper removal of the devices are further complicated. Ms. Tomchyshyn suggested it may be appropriate for the membership to communicate with the Minister of Environment on this matter and request that regulations be initiated to address responsibilities respective to the proper removal and disposal of mercury switch devices.

Moved Uli Wolf, Northern CARE directs a letter to the Minister of Environment requesting the Department to address hazardous devices in motor vehicles in regards to:

- a) facilitating a manner to determine where the devices are located, and
- b) facilitating a resolution for the care, handling and proper disposal of the devices.

Motion seconded by Jule Asterisk. CARRIED

- G) Alberta Environment Landfill Measurement Seminar - Rob Smith
Rob Smith, gave a brief overview of his attendance of a seminar held in Banff, Alberta on March 22nd and 23rd, 2004. The seminar was geared to investigate and determine a suitable and workable standardized method of measuring the volume of materials that are land filled in Canada.
- H) Milk Container Recycling Program - Roberta Windrum reported the Milk container Recycling Program has recently been extended for a period of three years and a new memorandum of understanding is being developed to facilitate the extension. A news release will be made, giving information on the extension once the memorandum of understanding is complete and appropriately endorsed. Additionally, Ms. Windrum reported

that all six balers are currently being leased by Municipalities. Ms. Windrum thanked the membership of Northern CARE for the strong support extended for the Milk Container Recycling Program and its continuance.

4. Administration - Financial Update - Lorna Storoschuk, Linda McDonald

Lorna and Linda presented an annual financial overview, based on the financial statement prepared by Meyers, Norris, & Penny, conveying some deferred revenue is being reported as a result of the fiscal year end and the year end date being different. It was noted that for next year's year end procedure, these amounts be broken down for reporting purposes.

Moved Lorna Storoschuk the Financial Review be accepted as presented. Seconded by Alvina Schumacher. CARRIED

Mr. Tom Baldwin joined the meeting at 10:40 a.m.

A point of clarification was made that seconds to motions are not required.

5. New Business -

A) Landfill Prohibition Paper - Jodi Tomchyshyn - Alberta Environment

Ms. Tomchyshyn conveyed the landfill prohibition concept, or the banning of certain common materials from being land filled, has been through a partial public consultation process and along with constructive comments, there have been some contentious issues identified. The purpose of considering the concept arose from concerns that the goal, identified in 1988, of achieving a 28% reduction in land filled material will not be reached by the year 2010. Subsequently, the more aggressive approach to reducing the amount of material being land filled (through prohibition) is being explored and researched to see if it would be acceptable to Albertans and possible to consider for implementation. Albertans now need to determine if they want a regulatory tool, which in the future, would enforce landfill prohibition. The Stakeholders' Document on this concept will be available in early June, 2004 with a one month window available for comments and input to be contributed to a report which will be prepared for the Minister's review. Ms. Tomchyshyn noted one of the alternatives to landfill prohibition, identified through the Stakeholders' consultation process, was to consider implementing a mandatory surcharge on prohibited materials that are land filled, over and above the standard tipping fee. Mr. Uli Wolf emphasized it appears Alberta Environment wants Albertans to agree to a concept which will then be researched on the technical level to determine if it can be implemented. It was further emphasized that it is important for the membership of Northern CARE to take the opportunity to comment on the Stakeholders' document. L. McDonald requested copies of the comments be made available to Northern CARE.

B) Hazardous Waste Stakeholder Group - Judy Morris - Alberta Environment

Ms. Judy Morris reported on a meeting of the Hazardous Waste Stakeholder Group held on March 12th, 2004. It was determined the Group will develop a hazardous waste strategy based on the input of those participating in the Group and the strategy will be presented to Albertans for public consultation and input. At the completion of their mandate, the Group will continue to function as an advisory body to the Alberta Government.

C) Northern CARE Business Plan - Tom Baldwin

Mr. Tom Baldwin noted a draft of the Northern CARE Business Plan will be sent out to the membership prior to the next meeting and noted the "transportation" objectives that have been identified by the membership, have been added as a new component in the draft.

D) E-Waste Program - Christine Della Costa - Alberta environment

Christina Della Costa reported on the May 6th, 2004 announcement of the E-Waste Program. The program is scheduled for implementation on October 1st, 2004 and a fee schedule (to be collected at the retail level on specified electronic products) has been determined. Ms. Della Costa noted comments received from municipalities on the program, emphasized municipalities want a “no cost” factor respective to direct or indirect costs to municipalities. Letters will be sent to all the regional landfill operators in the coming week to invite personnel to workshops which are being scheduled to introduce the collection procedure to the operators.

Lunch Adjournment -

The Meeting was adjourned for lunch at 11:45 a.m. and reconvened at 12:15 p.m.

New Business - continued

- E) Executive Director's Report - Linda McDonald
1. Northern Care Ink Recycling Program - Ms. McDonald reported the ink recycling initiative has been very well received with 300 businesses and partners now registered. The second phase of the program is targeted to corporate partnerships and it is anticipated an additional 250 partners will register from the corporate sector.
 2. Shell Environmental Funding Program - Shell will again be accepting applications for funding, although there have been changes in the application deadlines and the scope of the program has been broadened. The new deadlines for funding applications are March 31 and October 1.
 3. Northern CARE Funding Applications - A funding application has been submitted to Shell Environmental for \$5,000.00 for continuance of providing the worm composting program at schools and a funding application has been submitted to Alberta Gaming for \$3,000.00 for a source of revenue to be used in updating Northern CARE's Website.
 4. Meeting Schedule - Ms. McDonald reviewed her meeting schedule with the membership and suggested dates for the Regional (East and West) Northern CARE meetings.
 5. Northern Alberta Recycling Conference - Ms. McDonald requested the Membership to consider increasing the conference fees from \$225.00 per delegate to \$250.00 per delegate and suggested a 15% discount on the registration fees for those members who register two or more delegates.
Moved Rob Smith the conference fees be increased to \$250.00 and members who register two or more delegates be given a 15% discount on their registration fees. CARRIED
 6. Northern CARE Membership Listing - Presented as attachment to the membership

6. Information Items and Correspondence

Moved Vern Billey the Correspondence Items on the agenda and the Information Items on the agenda be received as information. CARRIED

7. **Other Business**

Linda McDonald conveyed she has been in discussion with Irvin Cork of Salmon Arm, B.C. in respects to site shipping of plastic and metal recyclable materials to a Chinese market. Mr. Cork conveyed he is interested in all plastics and metal available in Northern Alberta and would be responsible to provide the pickup depots and free pick up from the depots, and that he already has a pickup system located in Hanna, Alberta. Questions arose on this new initiative in regards to whether hay wrap, twine and styrofoam would be acceptable materials. Additional concerns from the membership regarding:

- a) the term of an agreement - how long of an agreement would this party be interested in?
- b) financial contributions to Northern CARE - would Northern CARE receive financial benefit as a result of participating in the initiative?
- c) would oilfield pails and drums be considered acceptable collectable and recyclable materials?
- d) would Northern CARE be indemnified from liability that could result from unsafe materials being used in marketable recycled products?
- e) is the proponent to the collection initiative willing to satisfy concerns by way of providing a suitable performance bond?

Moved Jule Asterisk that Linda McDonald continues to communicate with Mr. Irvin Cork to gather more information on the proposed recyclable materials collection concept and to address the concerns discussed by the membership of Northern CARE . CARRIED

8. **Round Table Discussions**

- A) Town of Bonneville - Lorna Storoschuk conveyed the Town of Bonnyville has recycling services provided by the Cold Lake Recycling Centre.
- B) Town of Elk Point - Alvina Schuhmacher report the Town of Elk Point and surrounding district has a "sharps" disposal program whereby there is a charge of \$7.00 per pail and a \$3.00 - \$4.00 charge for a smaller container. The sharps are properly and safely disposed of at the Swan Hills hazardous waste treatment facility. The program is accessed via the Aspen Regional Health Authority. Christine Della Costa conveyed ongoing efforts are being continued with the pharmaceutical industry and pharmaceutical retailers for the development of a sharps disposal program that would provide standardized access to more users.
- C) Smoky Lake - Vern Billey conveyed their transfer sites are nearly completed and Smoky Lake is considering a curb side household pick up service for the future.
- D) County of Athabasa - Edgar Koehler reported the Regional Landfill Commission is looking for and investigating more service delivery opportunities as currently the applicable tipping and service fees do not recover the costs of operations. Mr. Koehler conveyed the Village of Boyle may be added into their service area.
- E) City of Cold Lake - Fran Jordon conveyed the City of Cold Lake is considering to undertake a survey on residential garbage disposal and recycle fees and asked what other municipalities are doing with commercial cardboard and the costs associated with handling this product. They have experienced that "fees" are not readily accepted by their users and alternatives are being sought.
- F) County of Grande Prairie - Mr. Gordon Mach conveyed additional recycle bin areas have been completed with assistance from grant funds being received from the T.R.M.A. grant program.
- G) Cold Lake Recycling Centre - Hussein Elkadri conveyed he operates the Cold Lake Recycling Centre. The Centre is currently under contract to provide recycling services to

the Town of Bonnyville, and is expanding its service area into the Lakeland area and other small towns. Mr. Elkadri conveyed he is having difficulties with burning at the Regional Landfill site.

- H) Town of Elk Point - Myron Goyan reported they expect their transfer sites to be operational this Fall and the Town has undertaken a major Spring cleanup campaign.
- I) Town of Lac La Biche - Ralph Whitford reported the Town of Lac La Biche has experienced an increase in its monthly household recycle costs. The volume of recyclable material being picked up is increasing, and approximately one million pounds of material has been diverted from being land filled.
- J) Regional Environmental Action Committee - Bonnie Raho conveyed the Committee will have a teacher's guide in CD form for the "My Life as a Bottle" production and is commencing on a second production, "My Life as a Tire".
- K) Slave Lake Regional Waste Management Commission - Jule Asterisk reported on the Tag a Bag compost program and reported that oil soaked or contaminated wood is now going to the Athabasca landfill site as it is designed as a Class 2 facility and capable of accepting and handling this type of material.
- L) Aquatera, City of Grande Prairie - Uli Wolf reported investigations are being undertaken to determine if a regional recycling initiative would be feasible to access funding from the waste management assistance program.
- M) Buffalo Lakes Metis Settlement - Margaret Daniels reported the Buffalo Lakes Metis Settlement landfill site is currently being updated and developed to current standards complete with recycling facilities and ground water monitoring stations being installed. Their recycle trailer will be opening and they are purchasing a double walled container for the collection of used oil.
Ms. Daniels conveyed they will be hosting the east division regional meeting on June 18th, 2004 complete with a hot lunch, and invited all to attend.
- N) Woodlands County - Richard Twach reported the "take it or leave it" centre is open and is being well used.
- O) Northern Sunrise County - Chris Kramer reported their industrial waste disposal intake has increased and recently their fees structure for land fill tipping fees has been reviewed and updated to reflect the rates being charges in the surrounding area. In the review, it was determined that non partner users would be charged a higher fee.
- P) Town of High Prairie - James Waikle reported the Town of High Prairie undertakes two major cleanup campaigns per year where there are no user fees charged for disposal. The Town is currently considering and investigating the possibility of expanding its recycling facilities and cardboard disposal facility.
- Q) M. D. Of Big Lakes - Veronica Andruchiw reported volumes at the regional landfill were greater than anticipated, primarily due to the debris from a road bridge which was rendered unsalvageable due to fire damages; and reported the landfill is now operated under two contracts, one specific to transportation requirements and one specific to labour requirements for the transfer stations. Difficulties with unacceptable work performance rendered by Recycle Plus have been addressed with the Company. It is anticipated the problems will be rectified.
- R) County of Grande Prairie - Pat Jacobs reported the County participated in the Communities in Bloom program for the first time last year and expressed the recycling

concept is a big component in the program.

9. Meeting Schedule:

The Annual General Meeting will be held on Wednesday, September 8th, 2004 in Grande Prairie, AB at the Annual Conference. The next meeting of Northern CARE will be held on December 3rd or thereabouts, in Edmonton, AB.

10. Adjournment:

Moved Edgar Koehler the Meeting adjourns. Time: 1:40 p.m. CARRIED

Vice Chair, Pat Jacobs

Recording Secretary, Veronica Andruchiw