

**Minutes of the
Northern Coordinated Action for Recycling Enterprises
General Meeting - March 7, 2003
Ramada Inn, Edmonton, Alberta**

Present:

Gary Pollock	Town of Swan Hills – Northern CARE Chair
Jule Asterisk	Lesser Slave Lake Regional Waste Management
Myron Goyan	Town of Elk Point
Roger Hall	Village of Boyle
Pat Jacobs	County of Grande Prairie No. 1
Leonard Olson	Town of High Prairie
Fran Jordan	City of Cold Lake
Helen Rice	City of Grande Prairie
Robert Smith	Athabasca Regional Waste Management Commission
Lorna Storoschuk	Town of Bonnyville
Ray Tannas	Village of Boyle
Roberta Windrum	Alberta Dairy Council
Sam Wipf	Town of Valleyview

Also in Attendance:

Michele Coutu	Mackenzie Municipal Services Agency
Christine Della Costa	Alberta Environment

1. CALL TO ORDER & INTRODUCTIONS

G. Pollock called the meeting to order at 9:10 a.m. He welcomed everyone to the meeting. He then asked everyone to introduce themselves and the organizations they represent.

2. ADOPTION OF THE AGENDA

H. Rice inquired why items 4b – Charitable Status and 6b – Northern CARE Boundary Expansion of the December 6 Board Meeting Agenda were not information items on the March 7 Agenda. C. Della Costa informed members that she was unable to dedicate time to the either matter before her leaving Northern CARE for a position with Alberta Environment.

H. Rice moved to have Charitable Status and Northern CARE Boundary Expansion issues as information items on the next Board meeting agenda.

CARRIED

L. Storoschuk moved to adopt the agenda with amendments.

CARRIED

3. ADOPTION OF MINUTES

F. Jordan inquired how one could get involved in a Printer Cartridge Recycling Program. H. Rice suggested that, if item 6a) New Executive Director is ratified by the Board, that person would be able to provide information on recycling fundraisers and initiatives that she has previously coordinated within the community she currently resides in.

L. Olsen moved to adopt the minutes of the December 6, 2002 as presented

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

a. Update – Date and Location - Northern CARE 2003 Recycling Workshop

C. Della Costa stated that, after feedback from the 2002 workshop and the last board meeting, the Town of Slave Lake was chosen as the host community for the 2003 Recycling Workshop. The Sawridge Hotel has offered good hotel rates and can provide a conference room large enough to accommodate the workshop. The Workshop is currently slated to be held on September 11 and 12, 2003, with Northern CARE's Annual General Meeting to be held the evening of September 10.

H. Rice moved that the Northern CARE Annual General meeting be held at the Sawridge Hotel in Slave Lake Alberta, September 10, 2003, with the Workshop held on September 11 and 12, 2003, and the joint regional meeting of the Peace Region Waste Reduction Action Committee and the East Region Reduction on Waste to take place on September 12 immediately following the Workshop.

CARRIED

5. ADMINISTRATION

a. Executive Director's Report

C. Della Costa presented her Executive Director's Report and a summary of activities for the past year. H. Rice inquired if the vermi-composting program had been completed to which C. Della Costa stated that approximately half of the presentations were completed. There is also a follow-up survey which must be done with participating teachers as part of the terms of the program. She suggested that the Board may consider sub-contracting the remaining presentations as the program is very time consuming. H. Rice suggested that Northern CARE's goals are better suited to assist municipalities with recycling issues and programs.

H. Rice moved to request Tom Baldwin prepare a proposal to contract out the vermi-composting project and to have Northern CARE request a progress report from the schools visited to determine whether this was a worthwhile venture for Northern CARE.

CARRIED

b. Financials

M. Coutu presented the financial statement and balance sheet for the month ending January 31, 2003.

H. Rice moved to accept the financials as presented.

CARRIED

c. Alberta Environment Grant Update

M. Coutu updated members that she had recently provided George Neurohr, Regional Municipal Engineer for Alberta Environment with progress reports for previous grants received under Alberta Environment's Resource Recovery Grant Program. She also stated that had Mr. Neurohr had confirmed that the progress report for the current grant was complete and that he would recommend the next \$70,000 instalment be issued.

L. Olsen moved to accept M. Coutu's report as information.

CARRIED

6. NEW BUSINESS

a. New Executive Director

G. Pollock stated that the hiring committee consisting of himself, H. Rice, R. Smith, and T. Baldwin reviewed the applications for the position of Executive Director. The group held interviews for five applicants on March 3. H. Rice stated that the committee looked at the applicant's strengths and determined if those strengths would complement Northern CARE. R. Smith stated that it was important that Northern CARE move forward with the plan to become self sufficient, expand membership, etc, and the candidate they chose had the same expectations. G. Pollock stated that Linda McDonald was their choice for the position of Executive Director and requested the Board to ratify the decision.

L Olsen moved that the Board ratify the hiring of Linda McDonald as Executive Director and begin her contract April 15, 2003.

CARRIED

b. Alberta Environment – New Contact Person

C. Della Costa informed members that she would be the new contact and representative for Alberta Environment's Action on Waste Division. H. Rice suggested that Northern CARE plan a luncheon at the next general meeting to pay tribute and give thanks to Judy Morris who has been a strong supporter of Northern CARE since its inception.

S. Wipf moved to invite Judy Morris to a luncheon at the next general meeting and to provide her with a thank-you gift for her many years of support for Northern CARE.

CARRIED

c. Oilfield Waste Pails

J. Asterisk informed members that the SLRWMSC has been receiving oilfield waste pails to the amount of 6 – 10 tonnes at their landfill. She noted that the leftover product in the pails can only be cleaned by hand but then they could be accepted at Precision Plastics for recycling. She had researched processors who would accept these pails, which resulted in Recycle Haul submitting a bid. A program could be set up to deal with the pails in which Suppliers would pay \$1.00 per pail into a fund to be used to pay the processor and the administration of the project. The cost of processing the pails to be later recycled would be 95 cents per pail, and 5 cents per pail would be allocated for the administration of the project.

J. Asterisk inquired if Northern CARE would like to be the administrator of the project.

L. Olsen requested Northern CARE obtain more information from their member municipalities whether there is a problem with the oilfield waste pails at landfills, and if there are local processors able to clean the pails before making that decision.

H. Rice moved that Northern CARE prepare a waste pail survey to fax to members for input with regard to oilfield waste pails at landfills.

CARRIED

d. Federation of Canadian Municipalities survey re: national electronic waste program proposal

C. Della Costa stated that computer and other electronics waste recycling is an issue in Canada. An organization called Electronics Product Stewardship (EPS) Canada, which

received seed funding from 16 electronics companies (i.e. Dell, IBM, Apple, etc.) has proposed a national industry-led program to deal with e-waste. EPS Canada is interested in launching the program in western Canada. The program would charge a visible fee on computers, TVs and other electronic goods. That fee would then be used to collect, transport and recycle the material. The Federation of Canadian Municipalities recently sent out an e-mail survey – which was forwarded to all municipalities in Northern CARE's region – asking for municipal input on the proposed program.

A meeting to learn more about the proposed program is scheduled for March 26, 2003. Attending will be Dave Betts of the EPS Canada, Alberta Environment, and stakeholders. C. Della Costa stated that it would be beneficial for Northern CARE to have a representative attend to represent municipal involvement and support.

R. Windrum moved Northern CARE inquire if member municipalities received and completed the Federation of Canadian Municipalities survey and to forward a copy to Northern CARE for information.

CARRIED

P. Jacobs moved C. Della Costa contact T. Baldwin to inquire if he is available to attend the March 26 meeting. If he is unable to attend, R. Smith is to be contacted.

CARRIED

e. Credit Card Application

M. Coutu requested that Northern CARE apply to have a credit card on file instead of using the Mackenzie Municipal Services Agency's when a credit card is required.

L. Olson moved for M. Coutu apply for a credit card with a \$5000 limit and no annual fee

CARRIED

f. Presentation Topics/Speaker Suggestions for 3rd Annual Workshop

H. Rice suggested that the following be considered for topics at the Workshop:

- TRMA – current and future projects, what potentials are out there for municipalities
- Allan Champagne – to provide presentation regarding Champagne Tire Recycling Plant
- Action on Waste – legislative changes, updates on the Waste Action Plan
- Alberta Dairy Council – presentation on pilot project and results
- Earth Tech – presentation on the company and Hazardous Waste Facility
- Recycling Council of Alberta – transportation study
- Visual Room – a lounge type room with videos such as Recycle Plus' Video, Alberta Dairy Council Ads, etc playing.

R. Smith suggested that Electronic Waste be a topic as well as Oilfield Recyclable Materials

P. Jacobs suggested Municipal members have a "Best Practices/Bragging" Display showing successes.

M. Goyan suggested PowerPoint presentations play in a separate room showcasing different recycling groups/industry.

Members discussed sponsors and keynote speaker. J. Asterisk suggested Dr. Rathje for speaker.

Members discussed sponsors such as Super Pages and, Deuce Disposal. It was also mentioned that NADC or Rural Development may have funding available to cover the cost of speakers.

P. Jacobs moved that Jule Asterisk, Rob Smith, Helen Rice, and Leonard Olsen be members of the committee who will assist the new Executive Director with the 2003 Recycling Workshop.

CARRIED

7. Information Items

a. Challenge North

Members reviewed the information provided regarding the Challenge North Conference.

b. Invitation to Attend Regional Water Workshop – NADC

G. Pollock presented a letter inviting him as the Chair of Northern Coordinated Action for Recycling Enterprises to attend a Regional Water Workshop on March 21, 2003 in Peace River. He also noted that NADC offered to pay for his attendance at the meeting, therefore, there would be no cost to Northern CARE.

c. School Recycle Bin Newspaper Articles

Photos and articles regarding Northern CARE's involvement in placing recycling bins in northern Alberta schools were attached for information.

H. Rice moved to accept items 7a to 7c for information

CARRIED

8. Round Table

Lorna Storoschuk stated that the Alberta Dairy Council Grocery Lists went over well in Bonnyville.

Leonard Olsen stated that REAC had put a cardboard recycle bin in High Prairie and people are utilizing it.

Jule Asterisk stated that REAC also placed cardboard recycle bins in Faust and Jousard. Deuce Disposal empties them en-route to municipalities.

Sam Wipf stated that more and more residents in Valleyview are recycling and that education is the key to the success. The effect has extended the life of the landfill by three years.

Roberta Windrum informed members that Alberta Dairy Council (ADC) has received official notice from the Minister that the Milk Container Recycling Program has been extended until June 2004. ADC has redeveloped a new display which will be at the 2003 Northern Alberta Recycling Workshop, and has printed a newsletter for Edmonton families to inform them of how and where they can recycle their dairy containers in the city.

Fran Jordan informed members of the Earth Day festivities planned for the City of Cold Lake in April and requested any assistance Northern CARE could provide.

H. Rice stated that Phillipa Allcock has left the position of Waste Management Coordinator for the City of Grande Prairie and requested Michele Coutu provide her with information on Northern CARE for the new coordinator.

Robert Smith informed members that the Athabasca Regional Waste Management Services Commission was awarded with the contract for curb side garbage pickup in Athabasca.

Ray Tannas stated that recycling in Boyle was going very well and that they are working on a contract with Rob Smith to handle the curb side garbage pickup in Athabasca as well.

Myron Goyan stated that the landfill commission start-up has been extended until 2004 and that Elk Point is having a Hazardous Waste Roundup on May 10.

Gary Pollock informed members that the new leaseholder of the Hazardous Waste Treatment Facility in Swan Hills is Earth Tech and they take over as of April 1, 2003. to date the facility has cleaned and destroyed over 300,000 tonnes of hazardous waste. Earth Tech has indicated that they would like to process capacitors, CFC's and PCB's in the future as well.

9. Next Meeting

H. Rice moved the next meeting date will be 9:00 a.m., May 2, 2003 at the Chateau Louis Hotel and Conference Centre in Edmonton.

CARRIED

10. Adjournment

L. Storoschuk moved adjournment at 12:15 p.m. **CARRIED**

Gary Pollock, Chair

Michele Coutu, Recording Secretary