



Regular Board Meeting – Agenda

Town of Drumheller Council Chambers

1:30 PM – April 17, 2025

1.0 CALL TO ORDER

2.0 ADDITIONS / CHANGES TO THE AGENDA

3.0 ADOPTION OF AGENDA

Proposed Motion: That the Board adopt the agenda for the DDSWMA February 20, 2025, Regular Board Meeting as presented (or amended).

4.0 MEETING MINUTES

4.1 DDSWMA Budget and Regular Meeting minutes for February 20, 2025.

Proposed Motion: That the Board approves the minutes for the DDSWMA Regular Meeting of February 20, 2025, as presented.

4.2 DDSWMA Executive Committee Meeting minutes for January 17, 2025.

Proposed Motion: That the Board accepts the minutes for the DDSWMA Executive Committee Meeting of January 17, 2025, for information as presented.

4.3 DDSWMA Executive Committee Meeting minutes for March 21, 2025.

Proposed Motion: That the Board accepts the minutes for the DDSWMA Executive Committee Meeting of March 21, 2025, for information as presented.

5.0 DELEGATIONS

5.1 MNP – In-Person @ 13:45 h

6.0 DECISION ITEMS

6.1 30 yd Recycling Roll-Off Bin Asset Reduction

- The DDSWMA owns roughly 60 30 yd roll-off bins intended for cardboard recycling. These were historically used at the transfer sites. The current use of a compaction truck is more efficient.
- Haul-All (manufacturer) has assessed the bins to be worth \$2500 - \$3000 each for resale.
- The DDRL would like to retain a few for future use on site.
- Wheatland County has extended an offer to purchase 40 of these bins at \$3000 each.
- Offers from others have been extended; these are not members; no price has been noted.

Proposed Motion: That the Board approve the sale of unwanted 30 yard roll off bins for \$3000/each.

6.2 Changes to “Non-Profit” Tipping Rate

- Our fee schedule includes a non-profit rate for \$33.75/MT (regular regional waste tipping fee is \$65/MT)
- There are no policies indicating how to treat non-profits as this time.
- There have been no identified agreements between non-profits and the DDSWMA.
- Current non-profits utilizing the specialized rate include the following:
 - Drumheller Community Church
 - Atlas Coal Mine
 - Church of the Nazarene
 - St. Anthony’s Parish
 - D.A.R.T.S.
 - Wayne Community Association

It is recommended by Administration that all users pay for the service equally and that the DDSWMA Fee Schedule is amended to accommodate this change in fees. A notice period to those impacted should also be provided.

Proposed Motion: That the Board approves amendment to the DDSWMA 2025 fee schedule to remove the non-profit rate, effective June 1, 2025, with written notice to those impacted at least 30 days in advance.

7.0 DISCUSSION / INFORMATIONAL ITEMS

- 7.1 YTD April 10, 2025 Financials – Operational (attached)
- 7.2 Recycling YTD (as of March 31, 2025) (attached)
- 7.3 DDSWMA Balance Sheet YTD (as of April 10, 2025) (attached)
- 7.4 2023 Financial Audit Progress
 - 2023 Financial Audit underway.
- 7.5 Transfer Station MSW Hauling Contract RFP – Update

- 7.6 Landfill Operation Services Contract RFP - Update
- 7.7 Insurance Reviews (AMSC)
- 7.8 Computer OS Updating
- 7.9 2025 DDSWMA Groundwater Monitoring Report
- 7.10 2025 Airspace Report`
- 7.11 Letters to DDSWMA Board of Directors (from Rockyford and Standard – attached)

Proposed Motion: That the Board accept as information all informational items as presented.

8.0 COMMITTEE REPORTS

- 8.1 EPR Steering Committee
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- 8.2 Policy Committee
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Proposed Motion: That the Board accept as information the Committee Reports as presented.

9.0 LANDFILL MANAGERS' REPORT

- 9.1 Action Items (attached)
- 9.2 Masterplan Update (DRAFT attached)
- 9.3 Approval Renewal Update
 - An extension for our approval has been granted by EPEA to allow for changes and adjustments to the approval based on findings resulting from the EPEA Inspection. Approval #47449-02-04 is attached for file/reference.
- 9.4 EPR Changes
 - As of April 1, 2025 the DDSWMA is under contract as a service provider to Circular Materials for collection and processing of PPP material, under contract for the collection and shipping of HSP and with Call2Recycle for the collection of household batteries.
 - Staff are working hard at implementing changes to operations to ensure the DDSWMA is meeting our contractual requirements. This includes changes to material collection and acceptance days at the recycling buildings, changes to reporting structures within the scale and accounting systems and learning the reporting portals for each PRO's site.
- 9.5 Alberta Environment and Protected Areas (AEPA) Inspection Update
 - No response from the letter sent to AEPA at this time

- Field Equipment has been sent for calibration and assessment of accuracy

9.6 Spring East Pond and Ridgeline Pond Release

- Both ponds have been released and/or pumped to the Lower/Normal water level. Both ponds analytical lab testing returned compliant to allow the release. Waiting for the analysis of water released to ensure compliance during release. Handheld equipment was rented from an accredited lab equipment facility to ensure accuracy during in field testing.

Operations & Safety

9.7 Seasonal staff have been hired. Looking to hire a part time scale house attendant to cover summer holidays and Monday rushes when only one scale attendant is on schedule.

9.8 Oil Recycling Certificate

Proposed Motion: That the Board accept as information the Landfill Manager's Report as presented.

10.0 DDSWMA ROUNDTABLE DISCUSSION – In Camera

Proposed Motion: That the Board go in camera to discuss confidential municipality updates.

Proposed Motion: That the Board go out of camera.

11.0 NEXT MEETING DATES

11.1	Executive Committee Meeting May 16, 2025 @ 09:00 a.m.	Council Chambers – Town of Drumheller, TEAMS
11.2	Regular Board Meeting June 19, 2025 @ 13:30 p.m.	Council Chambers – Town of Drumheller, TEAMS

12.0 ADJOURNMENT

Proposed Motion: That the meeting be adjourned.