

**MOUNTAIN VIEW REGIONAL  
WASTE MANAGEMENT  
COMMISSION**



**REGULAR MEETING OF  
April 18, 2016**

**TOWN OF DIDSBURY OFFICE  
COUNCIL CHAMBERS**

**AT 9:00 A.M.**

## AGENDA

Mountain View Regional Waste Management Commission  
April 18, 2016 @ 9:00 a.m.  
Council Chambers, Town of Didsbury Office

- Item 1: Call to Order
- Item 2: Additions or Deletions of the Agenda
- Item 3: Approval of Agenda
- Item 4: Delegations  
*Pages 1-35* 4.1MNP - Financial Audit
- Item 5: Approval of Minutes  
*Pages 36-43* 5.1 Regular Meeting: March 21, 2016
- Item 6: Business Arising Out of the Meeting  
*Pages 44-47* 6.1 RFD 11-14 Fixed Asset Capitalization Policy
- Item 7: New Business  
*Page 48* 7.1 RFD Approval of Audited Financial Statements  
7.2 Discussion of Extra Cost for Financial Audit
- Item 8: Committee Reports:
- Pages 49-56* 8.1 Finance Committee – Patricia McKean  
- Financial Reports  
*Page 57* - Bank Statement  
*Page 58* - Updated Capital Reserve Account  
- Next Meeting May 24, 2016 at 9 a.m. Town of Olds Office
- Pages 59-61* 8.2 Landfill/Recycling Committee – Tim Hagen  
- Tonnage Reports  
- Next Meeting, as necessary
- Item 9: CAO Report  
*Page 62* 9.1 Construction update  
9.2 Shingle Processor update  
9.3 Compactor update  
9.4 CanPak update  
9.5 Waste Issues – Collaboration Meeting  
9.6 2015 Alberta Environment Year-End Reports
- Item 10: Goals and Core Activities
- Item 11: Directors Comments
- Item 12: Correspondence  
*Page 63* 12.1 STEP Grant Approval  
*Page 64* 12.2 ARMA Grant

- Item 13: Notice of Motion
  - 13.1 AGM Meeting prior to the start of the May 30, 2016 Regular Board Meeting
- Item 14: Next Meetings:
  - 14.1 Mountain View County Office
  - May 30, 2016 @ 9:00 am
- Item 15: In-Camera Items
- Item 16: Highlights for discussion with Municipal Members
- Item 17: Adjournment

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT  
COMMISSION

REQUEST FOR DECISION

**Issue:**

**Minutes of March 21, 2016 Regular Meeting**

**Recommendation:**

THAT the Commission approve the minutes of the March 21, 2016 Regular Meeting as circulated.

**Comments:**

**Date:** April 18, 2016

**Submitted By:** Pat Sliworsky, CAO

**Reviewed By:**



**Mountain View Regional Waste Management Commission**

**Regular Meeting  
Mountain View County Office  
9:00 a.m.  
March 21, 2016**

**MINUTES**

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<b>In Attendance</b>	<b>Mary Anne Overwater</b>	<b>Chair, Town of Olds</b>
	<b>Patricia McKean</b>	<b>Vice-Chair, Mountain View County</b>
	<b>Al Gil</b>	<b>Town of Carstairs</b>
	<b>Verna McFadden</b>	<b>Town of Sundre</b>
	<b>Tim Hagen</b>	<b>Village of Cremona</b>
	<b>Sheila Schulz</b>	<b>Town of Didsbury</b>
	<b>Angela Aalbers</b>	<b>Alternate, Mountain View County</b>
	<b>Garth Hollinger</b>	<b>Alternate, Town of Didsbury</b>
	<b>Garth Lucas</b>	<b>Finance Contractor, Town of Olds</b>
<b>Staff</b>	<b>Pat Sliworsky</b>	<b>CAO</b>
	<b>Lindsay Miller</b>	<b>Administrative Assistant</b>

**1. CALL TO ORDER** Chair Mary Anne Overwater called the meeting to order at 9:02 a.m.

**2. ADDITIONS TO OR DELETIONS FROM THE AGENDA**

- 7.1 Board Remuneration
- 8.1 RFD – Transfer of Funds for Ford Truck
  - RFD – Shingle Grinding
  - RFD – Contractor Payment
  - Review of Tonnage

Sheila Schulz joined Meeting

**3. ADOPTION OF AGENDA**

**3.1 Adoption of Agenda**

**Resolution #52-16**

Moved by Tim Hagen

THAT the agenda for the March 21, 2016 Regular Meeting be adopted as amended.

CARRIED unanimous

**4. DELEGATIONS**

None.

**5. ADOPTION OF MINUTES**

**5.1 Minutes of  
February 22, 2016  
Regular Meeting**

**Resolution #53-16**

Moved by Sheila Schulz  
THAT the minutes of February 22, 2016 Mountain View Regional Waste Management Commission Regular Meeting be adopted as circulated.

CARRIED unanimous

**6. BUSINESS ARISING**

**6.1 RFD Commercial  
Vehicle Policy 28-14**

**Resolution #54-16**

Moved by Verna McFadden  
THAT the Commission approve the Commercial Vehicle Policy 28-14 changes as presented.

CARRIED unanimous

**7. NEW BUSINESS**

**7.1 Board  
Remuneration**

Pat Sliworsky, CAO, updated the Commission on the Boards payment schedule.

**8. COMMITTEE REPORTS**

**8.1 Finance  
Committee**

Patricia McKean reviewed the Financial Reports and Bank Statement.

Break at 9:50 a.m. to 9:56 a.m.

Garth Lucas joined Meeting.

**Resolution #55-16**

Moved by Patricia McKean  
THAT the Commission direct Administration to explore outside opportunities for waste coming into the Landfill as discussed.

CARRIED unanimous – One Opposed

**Resolution #56-16**

Moved by Patricia McKean  
THAT the Commission accept the Financial Reports as presented.

CARRIED unanimous

**Resolution #57-16**

Moved by Patricia McKean  
THAT the Commission direct Administration to hold all payments to CanPak Environmental Inc. until their account owing over 90 days is paid for.

CARRIED unanimous

**Resolution #58-16**

Moved by Patricia McKean

THAT the Commission accept the Bank Statements as information.

CARRIED unanimous

**Resolution #59-16**

Moved by Al Gil

THAT the Commission approve the first reading of Bylaw 05-16 to borrow \$1,208,100.00 by way of debenture for the purpose of excavating Cell VI and the capping of the Class III area of the regional landfill.

CARRIED unanimous

**Resolution #60-16**

Moved by Sheila Schulz

THAT the Commission approve the second reading of the amended Bylaw 05-16 to borrow \$1,208,100.00 by way of debenture for the purpose of excavating Cell VI and the capping of the Class III area of the regional landfill.

CARRIED unanimous

**Resolution #61-16**

Moved by Tim Hagen

THAT the Commission approve for presentation the third and final reading of the amended Bylaw 05-16 to borrow \$1,208,100.00 by way of debenture for the purpose of excavating Cell VI and the capping of the Class III area of the regional landfill.

CARRIED unanimous

**Resolution #62-16**

Moved by Verna McFadden

THAT the Commission approve the third and final reading of the amended Bylaw 05-16 to borrow \$1,208,100.00 by way of debenture for the purpose of excavating Cell VI and the capping of the Class III area of the regional landfill.

CARRIED unanimous

**Resolution #63-16**

Moved by Sheila Schulz

THAT the Commission approve the transfer of \$78,329.68 from the Capital Reserve Account to the Chequing account.

CARRIED unanimous

**Resolution #64-16**

Moved by Patricia McKean

THAT the Commission approve the transfer of \$709,713.20 from the Capital Reserve Account to the Chequing Account once the invoice is received for the payment of the Bomag Compactor.

CARRIED unanimous

**Resolution #65-16**

Moved by Patricia McKean

THAT the Commission approve Penner Waste Inc. as the contractor for the processing of 4000 tons of shingles at \$65.00 per ton and that \$60,000.00 be taken from the Closure/Post Closure Reserve Account to cover the amount not budgeted.

CARRIED unanimous

**Resolution #66-16**

Moved by Patricia McKean

THAT the Commission approve the transfer of \$32,458.25 from the Capital Reserve Account to the Chequing Account for payment of the 2014 Ford Super Duty F-350.

CARRIED unanimous

**Resolution #67-16**

Moved by Patricia McKean

THAT the Commission approve the transfer of \$100,000.00 from the Recycling Reserve Account to the Chequing Account once the invoice is received for the payment of the shingle grinding.

CARRIED unanimous

Next Meeting: April 12, 2016 @ 9:00 a.m. Town of Olds Office.

**8.2 Landfill  
Committee**

Pat Sliworsky, CAO, updated the tonnages received at the Landfill and Transfer Stations.

**Resolution #68-16**

Moved by Al Gil

THAT the tonnage reports be accepted as information.

CARRIED unanimous

Next Meeting: TBA.

**9. CAO REPORT**

**9.1 Policies**

Pat Sliworsky, CAO, advised the Commission that the following 3 policies have been reviewed and do not require any changes: 23-14, 24-14 and 26-14.

**9.2 Financial Audit**

Pat Sliworsky, CAO, updated the Commission on the progress of the Financial Audit with MNP.



- 9.3 Compactor Update** Pat Sliworsky, CAO, updated the Commission on the delivery of the demo compactor from Brandt on March 1, 2016. This machine will stay on site until the new one is delivered.
- 9.4 Shingle Processor Update** Pat Sliworsky, CAO, updated the Commission that Penner West Inc. moved on site at the landfill on March 14, 2016 and have started grinding the shingles.
- 9.5 Metal Recycling Update** Pat Sliworsky, CAO, updated the Commission on the options for metal recycling processors. It was discussed that the most cost effective option for the Commission is to stock pile the metal at the transfer station until there is enough for the processor to come on site.
- 9.6 Concerns/ Compliments and Complaints** Pat Sliworsky, CAO, updated the Commission on the 1<sup>st</sup> quarter summary of Concerns/Compliments and Complaints recived at all worksites.

**Resolution #69-16**

Moved by Tim Hagen

THAT the Commission accept the CAO report as presented.

CARRIED unanimous

**10. GOALS AND CORE ACTIVITIES**

- 10.1 Goals Update** Pat Sliworsky, CAO, updated the Commission on the progress of the Business Plan Goals.
- 10.2 Core Activities Update** Pat Sliworsky, CAO, updated the Commission on the progress of the Business Plan Core Activities.

**Resolution #70-16**

Moved by Al Gil

THAT the Commission accept the Goals and Core Activities update as presented.

CARRIED unanimous

**11. DIRECTORS COMMENTS**

Sheila Schulz mentioned she had a good time at the Alberta CARE conference and will have a report for the next meeting.

Mary Ann Overwater had a question in regards to the Commission land titles.

**12. CORRESPONDENCE**

**12.1 Letter from  
Occupational Health  
And Safety**

Pat Sliworsky, CAO, updated the Commission on the re-inspection done at the Water Valley Transfer Station by Occupational Health and Safety on March 8, 2016 and advised the Commission that the compliance issue has been completed.

**Resolution #71-16**

Moved by Tim Hagen

THAT the Commission accept the Correspondence as information.

CARRIED unanimous

**13. NOTICE OF MOTION**

The Draft Financial Audit will be brought to the April Board Meeting for approval.

**14. NEXT MEETING**

**14.1 Town of Didsbury Council Chambers, April 18, 2016 @ 9:00 a.m.**

Lunch Break at 11:40 a.m. to 12:05 p.m.

Pat Sliworsky, Garth Lucas and Lindsay Miller left meeting.

**15. IN-CAMERA ITEMS**

**Resolution #72-16**

Verna McFadden made a motion to go in-camera at 12:05 p.m.

CARRIED unanimous

**Resolution #73-16**

Verna McFadden made a motion to come out of camera at 12:55 p.m.

**16. ADJOURNMENT**

**Resolution #74-16**

Moved by Al Gil

THAT the meeting be adjourned at 12:55 p.m.

CARRIED unanimous

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Chair

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CAO

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT  
COMMISSION

REQUEST FOR DECISION

**Issue:**

**Fixed Asset Capitalization Policy 11-14**

**Recommendation:**

THAT the Commission approve the Fixed Asset Capitalization Policy 11-14 changes as presented.

**Comments:**

**Date:** April 18, 2016

**Submitted By:** Pat Sliworsky, CAO

**Reviewed By:**

# Mountain View Regional Waste Management Commission Policy

	Policy No: 11-14
Policy Title: FIXED ASSET CAPITALIZATION	Effective Dates: March 24, 2014
Rescinds:	Page 1 of 3

The Mountain View Regional Waste Management Commission will regard fixed assets as capitalized when all of the following criteria are met:

1. The asset is tangible and complete.
2. The asset is usually repaired, not replaced when damaged.
3. The asset has a useful life of longer than the current fiscal year.
4. The cost of the asset (including installation) is \$15000.00 or more.
5. The cost of repairing or renovating the asset is \$15000.00 or more and prolongs the life of the asset.

**Other Considerations:**

1. REPAIR is an expenditure that keeps the property in ordinary efficient operating condition. The cost of the repair does not add to the value or prolong the life of the asset.
2. IMPROVEMENTS are expenditures for additions, alterations and renovations that appreciably prolong the life of the asset, materially increase its value or adapt it to a different use. Improvements of the nature are capitalized.

Examples of Repairs vs. Improvements

- |   |   |
|---|---|
| a. Repairs = Expenditures   | Improvements = Capitalized Assets                           |
| b. All items – life less than one year  | Life of more than one year                                  |
| c. All items under \$15000.00   | All items \$15000.00 or more                                |
| d. Property Maintenance, wall repair  | Property rebuilding   |
| e. Replacement of machine parts to keep machine in normal operating condition | Replacement of motor and parts that prolong the useful life |

- |    |  |  |
|----|--|--|
| f. | Property restoration (rebuilding) for normal operations          | Property restoration for something different or better |
| g. | Existing building repairs  | Building regulation conformity                         |
| h. | Replacement of small sections of wiring, pipes or light fixtures | Major replacement of wiring, lighting, pipes or sewer  |
| i. | Patching walls, minor repairs of floors, painting, etc.          | Installation of floor, wall, roof, wall covering, etc. |
| j. | Cleaning drapery, carpet, furniture                              | New drapery, carpets, furniture                        |

### Land

1. Land acquired by purchase is recorded at cost to include the amount paid for the land itself and all incidental costs.
2. Land is not depreciable.

### Land Improvements

1. Asset type consisting of improvements/developments to land other than construction.
2. Land improvements will be depreciated over their estimated useful lives.

### Buildings

1. Buildings will be recorded at either their acquisition cost or constructions cost. If a building is acquired by purchase, the capitalized cost should include the purchase price and other incidental expenses at the time of acquisition.
2. If a building is constructed, the capitalized cost should include all construction costs. The constructed building will be capitalized upon completion of the project. For the first year, all the component units of the building, such as AC, plumbing system, etc. will be included in the capitalized cost of the building.

### Building Additions

1. Building additions will be recorded at their construction cost.
2. Building additions will be capitalized separately and depreciated over their useful life.

### Building Improvements

- A. Component Units

When building component units are replaced, the new component unit will be capitalized separately, and the old component (subsequent to original construction) will be removed from the property report. However, if the original component was included in the original construction, it will not be removed since it was not a separately valued component. The new component unit will be depreciated over the remaining useful life of the building.

B. Major Renovations or Alterations

Any major renovations or alterations within an existing building will be added to the cost of the original building. These renovations/alterations will be depreciated over the remaining life of the building/structure.

Machinery & Equipment

1. Will be capitalized at net invoice price plus freight and installation charges.

Office Furniture & Equipment

1. Includes furniture and equipment not affixed to the building.

Recording and Accounting

1. The cost of property, plant and equipment includes all expenditures necessary to put the asset into position and ready for use. For purposes of recording fixed assets, the valuation of assets shall be based on historical cost or where the historical cost is indeterminable, by estimation for those assets in existence.

Amortization Schedule

Asset	Basis	Rate
Engineered Structures	1-17 years	4% of full cost/year
Building	30 years	20% of full cost /year
Machinery	5-10 years	20% of full cost /year
Furniture and Equipment	5-10 years	30% of full cost /year

	DATE:	RESOLUTION
APPROVED	March 24, 2014	#65-14
AMENDED		
AMENDED		

MOUNTIAN VIEW REGIONAL WASTE MANAGEMENT  
COMMISSION

REQUEST FOR DECISION

**Issue:**  
**Financial Audit Report**

**Recommendation:**

THAT the Board accept the Financial Audit Report as presented.

**Comments:**

**Date:** April 18, 2016  
**Submitted By:** Finance Standing Committee  
**Reviewed By:**

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT  
COMMISSION

REQUEST FOR DECISION

**Issue:**  
**Financial Report**

**Recommendation:**

THAT the Board approve the Financial Report as presented.

**Comments:**

**Date:** March 21, 2016  
**Submitted By:** Financial Advisory Committee  
**Reviewed By:**



**MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION  
STATEMENT OF OPERATIONS  
AND ACCUMULATED SURPLUS  
FOR THE PERIOD ENDED FEBRUARY 29, 2016 (UNAUDITED)**

	Budget 2016	2016 YTD	2015 Year End	Actual vs Budget %
	\$	\$	\$	16.7%
<b>Revenue</b>				
Administration	21,000	15,201	38,746	72.4%
Landfill	2,257,900	214,093	2,271,098	9.5%
Transfer Sites	135,900	14,840	191,177	10.9%
Recycling	368,570	11,036	361,589	3.0%
Fees Charged to Municipalities	466,473	77,746	1,160,574	16.7%
Fees Charged to Municipalities - Land	35,100	5,852	35,111	16.7%
<b>Total Revenue</b>	<b>3,284,943</b>	<b>338,768</b>	<b>4,058,295</b>	<b>10.3%</b>
<b>Expenses</b>				
Board Meeting Expense	66,500	8,955	51,147	13.5%
Salaries, wages and benefits	700,950	84,996	1,030,058	12.1%
Contracted and general services	1,257,988	91,345	1,203,511	7.3%
Materials, goods and utilities	147,938	16,952	174,710	11.5%
Provision for allowances (recovery)	2,000	2	(30,635)	0.1%
Bank charges and short-term interest	5,500	1,179	9,642	21.4%
Interest on capital lease and loans	303,420	-	54,403	0.0%
Amortization of capital assets	551,360	96,859	585,744	17.6%
Loss on disposal of tangible capital assets	-	-	-	
Transfer to Reserves (Recycling)	100,000	-	-	0.0%
Closure/post closure	130,000	21,667	130,000	16.7%
<b>Total expenses</b>	<b>3,265,656</b>	<b>321,955</b>	<b>3,157,433</b>	<b>9.9%</b>
<b>Excess of Revenue Over Expenses</b>	<b>19,287</b>	<b>16,813</b>	<b>900,862</b>	<b>87.2%</b>
<b>Accumulated Surplus, Beginning of Period</b>	<b>4,103,273</b>	<b>4,103,273</b>	<b>3,906,574</b>	<b>100.0%</b>
<b>Accumulated Surplus, End of Period</b>	<b>4,122,560</b>	<b>4,120,086</b>	<b>4,807,436</b>	<b>99.9%</b>

**MOUNTAIN VIEW REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION  
BALANCE SHEET  
As at FEBRUARY 29, 2016**

	2016 YTD \$	2015 Year End \$
<b>Assets</b>		
<b>Financial assets</b>		
Cash and Temporary Investments (Bank indebtedness)	1,457,585	1,210,241
Accounts receivable		
Federal	8,285	14,849
Local	39,263	90,276
Trade	429,600	378,279
	1,934,733	1,693,645
 <b>Liabilities</b>		
Accounts payable and accrued liabilities	80,112	230,430
Obligation under capital leases	248,591	262,160
Long term debt	1,171,392	1,171,392
Landfill closure and post-closure liabilities	1,184,094	1,162,427
	2,684,189	2,826,409
 <b>Net Financial Assets (Debt)</b>	(749,456)	(1,132,764)
 <b>Non-financial Assets</b>		
Tangible capital assets	4,294,091	4,556,258
Inventory	1,641	4,963
Deposits and prepaid expense	876	29,596
	4,296,608	4,590,817
 <b>Total Non-financial Assets</b>	4,296,608	4,590,817
 <b>Accumulated Surplus</b>	3,547,152	3,458,053
Operating Surplus	(1,244,060)	(1,260,873)
Closure/post closure Reserve	866,219	866,219
Equity in capital assets	3,924,993	3,852,707
	3,547,152	3,458,053

LANDFILL WEIGHTS MAR 2016			LANDFILL WEIGHTS MAR 2015		
DATE	TONNES		DATE	TONNES	
	MSW2	MSW 3		MSW2	MSW 3
TOTAL	1075.29	0	TOTAL	1476.26	105.83
YEAR TO	MSW 2	3013.6	YEAR TO	MSW 2	3733.34
DATE	MSW 3	0	DATE	MSW 3	344.6
	CONTAMINATED			CONTAMINATED	
	SOIL	10336.63		SOIL	20650.98

## Transfer Stations - January to end of March 2016

<u>Materials</u>	<u>Olds 2015</u>		<u>Sundre 2015</u>		<u>Didsbury 2015</u>		<u>Water Valley 2015</u>	
	<u>Olds 2016</u>	<u>Olds 2015</u>	<u>Sundre 2016</u>	<u>Sundre 2015</u>	<u>Didsbury 2016</u>	<u>Didsbury 2015</u>	<u>Water Valley 2016</u>	<u>Water Valley 2015</u>
MSW 2 (tns)	105.78	123.46	85.7	79.75	304.51	238.29	89.55	54.53
Metal (tns)	n/a	15.4	6.24	9.2	22.77	36.45	5.75	6.41
# of Fridge/Freezers	n/a	33	28	13	68	69	10	15
# of Propane Tanks	n/a	15	6	4	22	3	6	5

## 2016-15 Municipalities MSW Weights (in tonnes)

	January		February		March	
	2016	2015	2016	2015	2016	2015
Olds	136.97	73.01	68.57	137.9	129.69	73.24
Sundre	30.69	44.92	29.81	29.74	28.84	30.66
Cremona	7.41	7.46	7.19	6.99	7.59	7.88
Didsbury	79.27	78.18	65.1	60.06	66.56	66.43
Carstairs	74.62	64.2	58.04	66.19	48.5	60.61

## CAO Report – April 18, 2016

- Devcon Inc. has started the placing of final cover on the Class III area. Still awaiting Alberta Environment's approval to excavate the Class II – Cell VI area.
- Penner Waste Inc has finished processing 4000 tons of shingles. Looking into the option of selling a stockpile of 1000 yd.<sup>3</sup> of shredded shingles.
- Brandt is now looking to deliver our new Bomag Compactor by the end of April. The loaner from Brandt is working great.
- CanPak is down to less than 5 roll-off bins to be brought back to the Landfill. I have a meeting with CanPak on Thursday and will update my findings at the Board Meeting.
- There will be a Waste Issues – Collaboration Meeting in Hanna on May 17<sup>th</sup> from 11am – 4pm. Agenda includes discussion regarding sources of revenue and issues related to dealings with Alberta Environment and Parks.



ALBERTA  
LABOUR

*Office of the Minister  
MLA, Edmonton - Mill Woods*

Reference Number: STEP-00423

April 4, 2016

Pat Silworsky  
Chief Administrative Officer  
Mountain View Regional Waste Management Commission  
PO Box 2130  
Didsbury, AB T0M 0W0

Dear Pat Silworsky:

Thank you for your application to the Summer Temporary Employment Program (STEP). I am pleased to inform you that we are moving forward with your STEP application. I am grateful that employers like you have shown interest in this program, providing opportunities to students in our province.

Our government is proud and excited to re-introduce STEP this year. This program will help open doors for students to gain the skills and on-the-job experience they need to enter the workforce and be successful, while supporting employers across the province, which is especially important in these challenging economic times.

Enclosed is a letter outlining the requirements for the program and information the STEP staff still need from you. To ensure your application is processed, please provide the requested information as quickly as possible. A tip sheet is also enclosed for your reference. For any questions or comments regarding STEP, I encourage you to email [step@gov.ab.ca](mailto:step@gov.ab.ca) or call toll free at 1-866-338-4727.

Thank you again for participating in the STEP program. I wish you and your students the best of luck this summer.

Sincerely,

Christina Gray  
Minister of Labour  
Responsible for Democratic Renewal

Enclosures

## 2016-17 MUNICIPAL ELECTRONICS & PAINT ROUNDUP GRANT PROGRAM

Alberta Recycling<sup>1</sup> is pleased to open the 11<sup>th</sup> annual Municipal Electronics and Paint Roundup Grant Program to all municipalities, waste authorities or commissions (including those operating year-round collection sites); First Nations; and Metis Settlements. This is an opportunity to receive funding for the promotion and collection of end-of-life (EOL) computer equipment, televisions, and leftover paint and empty paint containers from residents and businesses through a special roundup event.

Convenience and accessibility are essential if Albertans are going to make an effort to dig out their EOL electronics and containers of paint, and a roundup can 'fit the bill', especially for communities that do not accept this material on a year-round basis. Even if your municipality recycles year-round however, the roundup program can raise your collection site profile with an event where the public has a special invitation to bring in their material.

Applicants have the option of holding:

- (a) a joint electronics and paint roundup
- (b) a joint electronics and paint roundup with the addition of household hazardous waste (funding restrictions apply to this material) or
- (c) a roundup for electronics only.

The funding does not restrict the duration of an event e.g. it could last one day or one week however there is a maximum amount of funding for the applicant to work with (details on page 4). The event can be structured as a spring and fall cleanup, big bin event, curbside collection etc.

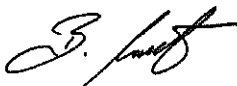
Grant funding is available for up to two roundups per applicant per year; for example, a town, waste authority etc. could hold its first event in the spring and the second one in the fall. An applicant can choose to run the roundup themselves or assign its operation to a non-profit group that is seeking fundraising opportunities. The municipality will receive the funding upon completion of the event and could then direct the monies to the group.

Since 2007, the Program has provided \$1.4 million in grants to over 400 applicants to help stage 680 roundups. These events resulted in the recycling of 85,900 items of computer equipment and TVs along with 377,000 paint containers.

In the following pages you will find details on the amount of funding available and how it works, requirements for the event itself and the application form. To qualify for funding, roundups are to be held from April 1, 2016 - March 31, 2017.

If at any time you have questions about the program please email us at [grants@albertarecycling.ca](mailto:grants@albertarecycling.ca) or call us at 1-888-999-8762.

Thank you.



Brad Schultz  
Director of Operations

<sup>1</sup> The Alberta Recycling Management Authority (Alberta Recycling) is a not-for-profit association responsible for managing Alberta's tire, electronics and paint recycling programs. Incorporated under the Societies Act, Alberta Recycling reports to the Minister of Environment and Parks.