



## MEETING MINUTES

April 1, 2026

Wednesday @ 1:00 pm

LLRIB Public Works Board Room

Chair: Tayven Roberts

In Person: Tayven Roberts, Ty Roberts, Joe Hordyski, and Juan Portilla

Online: Melissa McNeil and Kerry Vezeau (MNP)

Regrets: Dave Smallwood and Brad Henry.

1. Adoption of Agenda **MOVED: Ty SECOND: Joe**
2. MNP 2025 Audit – Kerry Vezeau joins the meeting to present 2025 Audit Findings.  
**Motion to approve 2025 Audit Results. MOVED: Joe SECOND: Ty**
3. Minutes of January 28, meeting **Motion to approve the minutes from January 28, 2026, meeting. MOVED: Ty SECOND: Melissa**  
Pending action items listed below:  
AI: Look for new quotes for next year GWM once the fall measurement gets done – Juan presents quotes from AE Engineering and Pinter. **Motion to accept Pinter proposal for the 2026 Ground Water Monitoring. MOVED: Joe SECOND: Ty**  
AI: Commercial recycling management at the Recycling Depot – Juan must analyze and plan on modifications for the operations in the Recycling Depot, to be able to separate and differentiate commercial recycling from residential recycling. Once there is a plan, changes will be made to businesses and to the community.  
AI: Update quote for Grizzly Plates and send request for approval of the board by email. Quote was sent by email and approved by the board. - Plates were delivered on March 31<sup>st</sup> and operators received one day of training with Brett Renaud.  
AI: Prairie Waste Management agreement renewal – Agreement will be renewed on a year-to-year basis, and LLRRWMC will analyze the possibility of taking over the operations of the landfarm.
4. Administration & Financials:
  - a. Financial Reports
    1. Trial Balance and Budget Compare
    2. Income Statement
    3. Bank Reconciliation – January and February
    4. Cheque Log from January to March
    5. Customer Aged Summary Report**Motion to approve Financial Reports as presented. MOVED: Joe SECOND: Ty**
  - b. Annual Report 2025 – revision and updates.

5. Human Resources:
  - a. HR Policy Update – Still underway.
  - b. Employee Update:

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6. Recycle Depot
  - a. Commercial recycling operations: Had a meeting with Kelly Goyer from SK Recycles to hear his opinion on commercial recycling. Called Loraas Recycling in Saskatoon and Crown Shred and Recycling in Regina. Also met with Northwinds to understand their operations and where they have bins. **AI: Juan must analyze and plan on modifications for the operations in the Recycling Depot, to be able to separate and differentiate commercial recycling from residential recycling. Once there is a plan, changes will be made to businesses and to the community.**
  - b. New truck for the depot has been ordered. Cheque was sent and Merlin Ford received the cheque. Estimated arrival for the truck is by June.
  - c. Due to the constant increase in recycling and aging of equipment, we should consider getting a new forklift/telehandler to increase our efficiency. LLRRWMC manager has started looking for equipment to analyze possibilities for next year. **AI: Juan must look for quotes and present them at the next meeting.**
  - d. Batteries and cables were picked up by Paul Depeel on Feb 6th.
  - e. Eco-Center: Protex picked up empty containers on the week of January 26. Oil drop-offs have reduced considerably during the winter, but we expect them to increase once spring comes.
7. Landfill
  - a. AE came to the landfill to meet and get the Decommissioning and Reclamation Plan for the New Waste Cell started. They will survey with a drone and give a lifespan of cover pit, New Waste Cell and Old Mound if possible. Survey will get done once the snow melts; in the meantime, they came for a meeting to present a draft for the D&R Plan. They are making some changes and will present a finalized draft for the board meeting.
  - b. Northwinds got hired two times in the last month to help with picking up Southend bins due to drivers having family commitments.
  - c. Operations Plan under review for any changes: Grizzly Plates should get to the landfill on March 31<sup>st</sup> so the Operations Plan will be modified once we receive the Plates and the team is trained.
  - d. PWML wants to renew agreement – Agreement will be renewed on a year-to-year basis, and LLRRWMC will analyze the possibility of taking over the operations of the landfarm.
  - e. Trailer purchase quotes – revision and approval. **Motion to purchase 16' trailer from Flaman with a 600-Gal Tank and pump. MOVED: Ty SECOND: Melissa**
8. Other
  - a. Next meeting date is July 14, 2026, at 9:00 am
    1. General updates.
    2. Operations Plan Update
9. Adjournment

**Motion to adjourn: Ty**