

MINUTES
OF THE FOOTHILLS REGIONAL SERVICES COMMISSION TECHNICAL ADVISORY
GROUP

Thursday, July 12, 2018
Town of Okotoks Operations Centre

MEMBERS PRESENT	Paul Lyons, Waste Services Manager, Town of Okotoks, Chair Joe Angevine, Landfill Manager, Foothills Regional Services Commission Tom Dougall, Public Works Manager, Town of Black Diamond Andy Pfeifer, Director of Engineering & Municipal Operations, Town of Turner Valley
MEMBERS ABSENT	Eugene Lund, Manager of Operational Services, Town of High River Bill Robinson, CFO, Municipal District of Foothills No. 31
STAFF PRESENT	Kim Gordon, Recording Secretary, Town of Okotoks

1. CALL TO ORDER

Chair Lyons called the meeting to order at 10:09 a.m.

2. ADOPTION OF AGENDA

2.1 ADDITIONS / DELETIONS

August TAG Meeting

3. APPROVAL OF MINUTES

3.1 FRSC TAG Minutes – June 14, 2018

That the minutes of the Foothills Regional Services Commission Technical Advisory Group meeting held June 14, 2018 be adopted as presented.

Carried Unanimously

4. DISCUSSION

The FRSC has not yet approved the TAG Terms of Reference.

Kim forwarded all of the approved TAG meeting minutes to Bill Robinson. Discussion regarding which governing body the minutes should be sent to.

ACTION

Paul to discuss with Bill.

5. REVIEW DRAFT SCOPE DOCUMENT

The TAG members reviewed the request for proposal (RFP) scope document prepared by Paul Lyons and decided that a mission statement is required.

ACTION

Paul to develop a mission statement for the scope document.

The Interior Purchasing Office is preparing the RFP which will include the mission statement.

RFP discussion points were as follows:

- Members indicated the report should include a tailored option for each municipality. The contractor should be directed to look at the 5 year plan and take into consideration each member's 5 year vision.
- The RFP should consider the cost of a regional waste management system if supported by the entire region.
- Next steps include investigating a regional model and how each member would fit into the model.
- Investigate how the downstream processors are managing the recycling products being collected.
- Investigate the most viable option for recycling on a go forward basis. BC currently uses small blue bins and in Ontario most of the municipalities moved away from dual stream and went to a single stream for convenience.
- The question was raised as to whether or not the region should continue to explore a MRF. Four of the six member municipalities voted to continue investigating a MRF. The issue was raised as to how the additional costs would be dispersed if a MRF was built and a municipality backed out.
- Investigate who owns the collection vehicles in a regional model.
- Previous reports did not investigate private haulers. This report should include private haulers that are already travelling into Calgary.

ACTION

Paul to update the scope over the next week and send out to the members for review.

6. NEXT MEETING

There will not be a TAG meeting in August. Any correspondence regarding the updated scope will happen through e-mail. The next meeting to be announced.

8. ADJOURNMENT

Chair Lyons adjourned the February 8, 2018 Foothills Regional Waste Management Technical Advisory Group meeting at 11:11 a.m.