

**ADOPTED MINUTES  
OF THE FOOTHILLS REGIONAL SERVICES COMMISSION TECHNICAL  
ADVISORY GROUP**

**Thursday, September 3, 2020  
via Zoom video conferencing**

<b>MEMBERS PRESENT</b>	Paul Lyons, Waste Services Manager, Town of Okotoks, Chair Barry Sturrock, Operations Manager, Town of Nanton Craig Beaton, Municipal Operations & Facilities Manager, Town of Turner Valley, Peter Leek, Roads & Solid Waste Supervisor, Town of High River
<b>MEMBERS ABSENT</b>	Tom Dougall, Public Works Manager, Town of Black Diamond Harry Riva Cambrin, CAO, Foothills County Joe Angevine, Landfill Manager, Foothills Regional Services Commission
<b>STAFF PRESENT</b>	Marisa Harris, Waste Service Assistant, Town of Okotoks Kelly Sauerwein, Waste Service Assistant, Town of Okotoks

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**1. CALL TO ORDER**

The Chair P. Lyons called the meeting to order at 10.10 a.m.

**2. ADOPTION OF AGENDA**

2.1 Additions / Deletions

None

2.2 Adoption

Motion: By C. Beaton that the agenda for the September 3, 2020 Foothills Regional Services Commission Technical Advisory Group meeting be adopted as presented.

**Carried Unanimously**

### 3. APPROVAL OF MINUTES

Motion: By C. Beaton that the minutes of the Foothills Regional Services Commission Technical Advisory Group meeting held February 6, 2020 be adopted as presented.

**Carried Unanimously**

### 4. BUSINESS

#### 4.1 Landfill Appendix H

The report was sent to the Technical Advisory Group (TAG) in June and was the final section on the Regional Solid Waste Management Plan (RSWMP).

Motion: P. Leeks that the Landfill Appendix H be adopted as presented

**Carried Unanimously**

#### 4.2 Black Diamond and Turner Valley Pilot Project Update

P. Lyons discussed the recommendations from the RSWMP and highlighted some of the potential benefits to be derived from a regional program. There were program alignment and enhancement, standardized service delivery and cost containment. The current garbage collection pilot with Black Diamond, Okotoks and Turner Valley help to determine next steps. The members were encouraged to review the report and recommendations.

P. Lyons will discuss extending the Recycling Collection contract with T&T Disposal and the members expressed an interest in receiving pricing for their municipalities.

B. Sturrock noted he would be interested in joining in the regional garbage collection as outlined by the RSWMP.

C. Beaton reported that the pilot garbage collection project had been going really well. He noted that the residents of Turner Valley are concerned with the potential loss of employment for staff affected by outsourcing garbage collection. He stated there were a few hiccups on the first day regarding the time of collections but that was addressed. C. Beaton noted that the level of service that Okotoks is providing and statistics that are being collected were excellent.

P. Lyons stated that the garbage collection service that is available in Okotoks is being mirrored and offered to Black Diamond and Turner Valley in terms of promotional, educational, tracking software in the trucks, cart repair and maintenance, and administrative support. P. Lyons noted this is the full service that could be offered to the region.

B. Sturrock expressed an interest in seeing all the data collected.

P. Lyons noted that all data can be shared with the TAG and municipalities. The final reports will be made available to the public at the end of the pilot.

#### 4.3 Cielow Energy Plant Update

Cielow Energy Plant email communication noted that they were only processing wood waste. They were not offering tours at that time. The TAG was still interested in taking a tour of Cielow Energy Plant.

Action:

P. Lyons to arrange a tour for of Cielow Energy Plant.

#### 4.4 Terms of Reference

Members discussed the length of each term as outlined in section 7.1 and a clarification on the long term role of the group.

#### 7.0 The Term of the TAG

7.1 The TAG membership shall be forwarded by their member municipality January 31 of each year. The existing Chair of the TAG is responsible for ensuring nominations are in place by each member municipality.

Members would like to reword: remove the date and state the CAO of each municipality will inform the chair when there is a change in personnel.

Action:

P. Lyons to discuss section 15.1 of the Terms of Reference with H. Riva Cambrin.

15.1 Amendments to the Terms of Reference shall be at the sole discretion and approval of the FRSC

#### 4.5 Round Table

##### Electronics Pilot

P. Leeks feels like the pilot electronics program is going well but is still waiting on signage

C. Beaton is waiting on signage and is not sure if public is aware of the pilot project, but has filled up containers very quickly. He will continue to monitor and may require a larger bin.

P. Lyons stated Okotoks will focus on electronic promotional material due to COVID-19.

B. Sturrock will follow up with the operator of their Recycling Centre and see how the pilot program is going.

Action:

P. Lyons has an extra sign that will be sent to C. Beaton Town of Turner Valley.

#### **5. NEXT MEETING**

The next meeting date is to be determined and sent out with the meeting minutes.

#### **6. ADJOURNMENT**

Chair P. Lyons adjourned the September 3, 2020 Foothills Regional Services Commission Technical Advisory Group Meeting at 10:56 a.m.