

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

**Thursday, September 1, 2022
via Teams video conference**

MEMBERS PRESENT	Paul Lyons, Waste Services Manager, Town of Okotoks, Chair Craig Beaton, Municipal Operations & Facilities Manager, Town of Turner Valley Harry Riva Cambrin, CAO, Foothills Regional Services Commission Joe Angevine, Landfill Manager, Foothills County
MEMBERS ABSENT	Peter Leek, Roads & Solid Waste Supervisor, Town of High River Tom Dougall, Public Works Manager, Town of Black Diamond
STAFF PRESENT	Kim Gordon, Waste Service Assistant, Town of Okotoks

1. CALL TO ORDER

The Chair called the meeting to order at 10:34 a.m.

2. ADOPTION OF AGENDA

2.1 Additions / Deletions

The following item was added to the agenda:

4.3 TAG Meetings

2.2 Adoption

MOTION: By P. Lyons that the agenda for the September 1, 2022 Foothills Regional Services Commission Technical Advisory Group meeting be adopted as amended.

Carried Unanimously

3. MINUTES OF PREVIOUS MEETING

MOTION: By C. Beaton that the minutes of the Foothills Regional Services Commission Technical Advisory Group meeting held May 5, 2022 be adopted as presented.

Carried Unanimously

4. BUSINESS

4.1 Matters arising from the previous minutes

ACTION: P. Lyons will collaborate with J. Angevine and H. Riva Cambrin on advertising to help people understand what is considered hazardous waste and what isn't.

Completed: No. This item has been removed.

The Alberta Recycling Management Authority (ARMA) is creating a video to help waste operators understand how to properly handle hazardous waste. P. Lyons suggested that the content be used for promotion and education after the video has been released.

Okotoks is concerned about the high amount of cosmetic and cleaning products that are being dropped off at the Eco Centre when they should be disposed of at the landfill instead of included with household hazardous waste.

ACTION: P. Lyons will contact ARMA to ascertain if they already have templates for household hazardous waste advertising.

ACTION: Municipalities will send J. Angevine a copy of their most recent waste audits.

Completed: No.

ACTION: K. Gordon will send J. Angevine a copy of Okotoks, Black Diamond and Turner Valley's most recent waste audits today.

ACTION: P. Lyons will send information to the group on the sanitizing machine Okotoks purchased for its vehicles.

Completed: Yes.

ACTION: J. Angevine will speak to Foothills County regarding electronic waste collection at the transfer site.

Completed: Ongoing.

H. Riva Cambrin advised J. Angevine to proceed with setting up electronic waste collection at the transfer site.

ACTION: J. Angevine will notify C. Beaton once electronic waste collection is set up at the transfer site.

ACTION: C. Beaton will provide J. Angevine with information on the company that currently collects electronic waste at the Oilfields Recycling Centre.

Completed: Yes.

4.2 Updates

4.2.1 Foothills Regional Landfill & Resource Recovery Centre

- Major staff shortages.
- The main road will be paved from the scales to the throw-and-go area. The road will be paved using shingles that have been gathered over the last ten years combined with asphalt.
- The Bio Cover project will be moving ahead in the spring.
- Work on a new landfill cell in the Southwest corner will begin next year.
- Okotoks questioned as to whether the direction in which the waste collection trucks dump their loads may be altered on days when there are heavy winds. J. Angevine suggested that on days with heavy winds, waste collection trucks wait until it's not busy and dump at a different angle.

4.2.2 Okotoks

- Facing challenges with fuel costs.

4.2.3 Turner Valley

- Everything is going well.

4.3 TAG Meetings

The group decided that the frequency of the TAG meetings should be changed from monthly to quarterly. The Foothills Regional Service Commission will need to approve the amended Terms of Reference in order for this to proceed.

MOTION: By H. Riva Cambrin that TAG present the Foothills Regional Service Commission with a revised copy of the Terms of Reference that reflects the switch to a quarterly meeting schedule.

Carried Unanimously

5. NEXT MEETING

The next meeting will be held on Thursday, December 1, 2022.

6. ADJOURNMENT

Chair Lyons adjourned the September 1, 2022 Foothills Regional Services Commission Technical Advisory Group Meeting at 11:09 a.m.