



**MINUTES**  
**Foothills Regional Services Commission**  
**Landfill Operations**  
Monday January 23, 2023 at 9:30 a.m.  
Zoom Virtual Meeting

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Officers: Harry Riva Cambrin, CAO  
Christine Hummel, Director of Corporate Services

Directors: Delilah Miller, Chair, Foothills County Director  
Rachel Swendseid, Vice-Chair, Okotoks Director  
Michael Nychyk, High River Director  
Dave Mitchell, Nanton Director  
Hazel Martin, Diamond Valley Director

Staff: Reginald Hammond, Corporate Services Manager  
Joe Angevine, Landfill Manager  
Courtney Russell, Landfill Coordinator  
Felicia Fairweather, Legislative Services Assistant

Guests: Dan Waldorf, Foothills County Councillor  
Paul Lyons, Waste Services Manager

Meeting Call to Order: Chair Delilah Miller called the meeting to order at 9:37 a.m.

Additions: There were no additions to the agenda.

Agenda Adoption: **RESOLUTION 005/2023**  
Moved by Director Rachel Swendseid that the agenda be accepted as presented.

CARRIED

Minutes: **RESOLUTION 006/2023**  
Moved by Director Dave Mitchell that the minutes of the organizational meeting held on Monday November 28, 2022 be accepted as presented.

CARRIED

**RESOLUTION 007/2023**  
Moved by Director Dave Mitchell that the minutes of the regular meeting held on Monday November 28, 2022 be accepted as presented.

CARRIED

Accounts Payable: **RESOLUTION 008/2023**  
Moved by Director Hazel Martin that the accounts payable dated December 21, 2022 in the amount of \$274,714.17 be accepted for payment.

CARRIED

**RESOLUTION 009/2023**  
Moved by Director Rachel Swendseid that the accounts payable dated January 23, 2023 in the amount of \$60,178.80 be accepted for payment.

CARRIED

Tonnage Reports: **RESOLUTION 010/2023**  
Moved by Director Michael Nychyk that the tonnage reports for the month of November 2022 be accepted as presented.

CARRIED



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**RESOLUTION 011/2023**

Moved by Director Michael Nychyk that the tonnage reports for the month of December 2022 be accepted as presented.

CARRIED

BYLAW 001/2023:

BYLAW 001/2023 was introduced to the meeting to authorize a Bylaw Respecting the Establishment of the fees for the provision of regional waste management facilities and the deliver of sewage services from the Commission to the members of the Commission with the following amendments.

2.3 “**Member**” or “**Members**” means the member municipal authorities that are members of the Commission, which includes:

- (a) Foothills County;
- (b) Town of Okotoks;
- (c) Town of High River;
- (d) Town of Diamond Valley; and
- (e) Town of Nanton.

**RESOLUTION 012/2023**

Director Rachel Swendseid moved first reading.

THE BYLAW WAS PASSED FOR ONE READING

**RESOLUTION 013/2023**

Director Michael Nychyk moved second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

**RESOLUTION 014/2023**

Director Hazel Martin moved third reading.

THE BYLAW WAS PASSED

BYLAW 002/2023

BYLAW 002/2023 was introduced to the meeting to authorize a Bylaw Respecting the Services and the Organizational Structure, Powers, and Duties of the Commission for the Foothills Regional Services Commission with the following amendments.

1.8 “**Member**” or “**Members**” means the member municipal authorities that are members of the Commission, which includes:

- (a) Foothills County;
- (b) Town of Okotoks;
- (c) Town of High River;
- (d) Town of Diamond Valley; and
- (e) Town of Nanton.

**RESOLUTION 015/2023**

Director Rachel Swendseid moved first reading.

THE BYLAW WAS PASSED FOR ONE READING

**RESOLUTION 016/2023**

Director Michael Nychyk moved second reading.

THE BYLAW WAS PASSED FOR TWO READINGS



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**RESOLUTION 017/2023**

Director Dave Mitchell moved third reading with amendments.

THE BYLAW WAS PASSED

BYLAW 003/2023: BYLAW 003/2023 was introduced to the meeting to authorize a Bylaw Respecting the Appointment of a Board of Directors and Designation of the Chairperson, the Process for Changing Directors and Chairpersons, and the Terms of Office for Directors and Chairpersons for the Foothills Regional Services Commission with the following amendments.

1.8 "**Member**" or "**Members**" means the member municipal authorities that are members of the Commission, which includes:

- (a) Foothills County;
- (b) Town of Okotoks;
- (c) Town of High River;
- (d) Town of Diamond Valley; and
- (e) Town of Nanton.

2.1 The Board shall be comprised of one (1) Director who is an elected official from each of the following Member municipalities:

- (a) Foothills County;
- (b) Town of Okotoks;
- (c) Town of High River;
- (d) Town of Diamond Valley; and
- (e) Town of Nanton.

**RESOLUTION 018/2023**

Director Rachel Swendseid moved first reading.

THE BYLAW WAS PASSED FOR ONE READING

**RESOLUTION 019/2023**

Director Michael Nychyk moved second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

**RESOLUTION 020/2023**

Director Hazel Martin moved third reading.

THE BYLAW WAS PASSED

BYLAW 004/2023: BYLAW 004/2023 was introduced to the meeting to authorize a Bylaw Respecting the Process for Adding or Removing Members of the Commission for the Foothills Regional Services Commission with the following amendments.

1.1 "**Member**" or "**Members**" means the member municipal authorities that are members of the Commission, which includes:

- (a) Foothills County;
- (b) Town of Okotoks;
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**RESOLUTION 021/2023**

Director Rachel Swendseid moved first reading.

THE BYLAW WAS PASSED FOR ONE READING

**RESOLUTION 022/2023**

Director Hazel Martin moved second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

**RESOLUTION 023/2023**

Director Dave Mitchell moved third reading with amendments.

THE BYLAW WAS PASSED

BYLAW 005/2023: BYLAW 005/2023 was introduced to the meeting to authorize a Bylaw Respecting the Disposal of the Commission's Assets, the Process for Disestablishment of the Commission and the Treatment of Liabilities and Assets Upon Disestablishment of the Commission for the Foothills Regional Services Commission with the following amendments.

1.1 "**Member**" or "**Members**" means the member municipal authorities that are members of the Commission, which includes:

- (a) Foothills County;
- (b) Town of Okotoks;
- (c) Town of High River;
- (d) Town of Diamond Valley; and
- (e) Town of Nanton.

**RESOLUTION 024/2023**

Director Rachel Swendseid moved first reading.

THE BYLAW WAS PASSED FOR ONE READING

**RESOLUTION 025/2023**

Director Michael Nychyk moved second reading.

THE BYLAW WAS PASSED FOR TWO READINGS

**RESOLUTION 026/2023**

Director Hazel Martin moved third reading.

THE BYLAW WAS PASSED

Operations Update: Joe Angevine

- 1. Quiet time of year on site. Seasonal staff laid off.
- 2. Cell excavation and hauling for bio cover continuing with good weather.
- 3. Working on approval renewal, expires August 2024. Must be submitted by December 2023.
- 4. U of C students submitted first draft for leachate management project.

Compost Pad

Closure: Discussed the future of compost pad. Will be in the way of future landfill cell development.



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**RESOLUTION 027/2023**

Moved by Director Rachel Swendseid that the future of the compost pad be forwarded to the Technical Advisory Group (TAG) for further discussion.

CARRIED

Long term financial  
plan & governance  
discussion:

Discussed the long-term financial plan and governance for Foothills Regional Services Commission.

**RESOLUTION 028/2023**

Moved by Director Rachel Swendseid that administration set up a strategic planning session for Foothills Regional Services Commission.

CARRIED

TAG Minutes:

**RESOLUTION 029/2023**

Moved by Director Michael Nychyk that the Technical Advisory Group (TAG) minutes dated September 1, 2022, be accepted for information as presented

CARRIED

Revised TAG TOR:

**RESOLUTION 030/2023**

Moved by Director Hazel Martin to accept the revised Technical Advisory Group (TAG) Terms of Reference (TOR) as presented.

CARRIED

There was Round Table discussion.

Next Meeting:

Next meeting on Monday February 27, 2023 at 9:30 a.m., by Zoom virtual meeting.

Adjournment:

Chair Delilah Miller adjourned the meeting at 10:47 a.m.

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Chairman

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CAO