



AGENDA
Foothills Regional Services Commission
Landfill Operations
Monday May 29, 2023 at 9:30 a.m.
Zoom Virtual Meeting

*enclosure

1. CALL TO ORDER
2. ADDITIONS TO AGENDA
3. ADOPTION OF AGENDA
4. *ACCEPTANCE OF THE FRSC MINUTES FROM PREVIOUS MEETING
Recommendation: The minutes of the meeting held on Monday April 24, 2023 be accepted as presented.
5. *ACCOUNTS PAYABLE
Recommendation: The Accounts Payable dated May 29, 2023 in the amount of \$337,126.35 be accepted for payment.
6. *TONNAGE REPORTS
Recommendation: The Tonnage Reports for the month of April 2023 be accepted as presented.
7. BUSINESS
 - A. Operations Update – Joe Angevine.
 - B. Mobile litter fencing – Joe Angevine.
 - C. Biocover Tender results – Joe Angevine.
 - D. *Statement of Operating Revenues and Expenses dated April 30, 2023 – Reg Hammond.
 - E. *Electronic signature policy – Christine Hummel.
 - F.
 - G.
 - H. Round Table Discussion.
8. NEXT MEETING
Next scheduled in person meeting held on Tuesday June 20, 2023 at the Town of High River/Foothills County Joint Administration building in Council Chambers.
9. ADJOURNMENT



MINUTES
Foothills Regional Services Commission
Landfill Operations
Monday April 24, 2023 at 9:30 a.m.
Zoom Virtual Meeting

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

Directors: Delilah Miller, Chair, Foothills County Director
Rachel Swendseid, Vice-Chair, Okotoks 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: Don Waldorf, Foothills County Councillor
Paul Lyons, Manager, Waste Services Town of Okotoks

Absent: Michael Nychyk, High River Director
Dave Mitchell, Nanton Director

Meeting Call to Order: Chair Delilah Miller called the meeting to order at 9:41 a.m.

Additions: There was one addition to the agenda. 7H. Mobile Litter Fencing.

Agenda Adoption: **RESOLUTION 060/2023**
Moved by Director Hazel Martin that the agenda with one addition, 7H. Mobile Litter Fencing.

CARRIED

Minutes: **RESOLUTION 061/2023**
Moved by Director Rachel Swendseid that the minutes of the meeting held on Monday March 27, 2023 be accepted as presented.

CARRIED

Accounts Payable: **RESOLUTION 062/2023**
Moved by Director Hazel Martin that the accounts payable dated April 24, 2023 in the amount of \$467,419.84 be accepted for payment.

CARRIED

Tonnage Reports: **RESOLUTION 063/2023**
Moved by Director Rachel Swendseid that the tonnage reports for the month of March 2023 be accepted as presented.

CARRIED

Operations Update: Joe Angevine

1. New landfill cell construction was awarded to Blackie Site Works, mobilization beginning May 1st. Moving material and prepping the site before construction begins.
2. Extended hours begin the first week of May. Monday-Thursday 4:30 p.m. -6:30 p.m., for residential loads.
3. Pre-tender meeting for bio cover, with 20 attendees. New federal legislation coming for methane control. There may be more expenses,



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moving forward once the legislation comes into effect.

4. U of C students finished their study on leachate management options and recommend an aerated leachate pond, that would work in tandem with an engineered land application.
5. Initial meeting for the new shop design last week, engineers report and budget ready for Fall of 2023.
6. Metal recycling ongoing, the market is currently very high for scrap metal, receiving \$400/MT.

Michelle Lutz and James Nakashima entered the meeting at 9:57 a.m.

Financial Statements: 2022 Draft Financial Statements Presentation – James Nakashima & Michelle Lutz, Avail LLP.

RESOLUTION 064/2023

Moved by Director Rachel Swendseid that the Board accept the 2022 Draft Financial Statements, as prepared by Avail, LLP.

CARRIED

Michelle Lutz and James Nakashima left the meeting at 10:19 a.m.

Compost Pad Closure: Joe Angevine discussed potential options in the region to deal with food, leaf & yard waste.

Cell 7 Construction: Joe Angevine discussed Cell 7 Construction notice of award.

RESOLUTION 065/2023

Moved by Director Hazel Martin that the board award cell 7 construction contract to Blackie Site Works for \$3,207,526.00, as recommended.

CARRIED

Statement of
Operating Revenues
& Expenses:

Reginald Hammond discussed.

RESOLUTION 066/2023

Moved by Director Hazel Martin to accept the Preliminary Statement of Operating Revenues and Expenses dated March 31, 2023 as presented.

CARRIED

Electronic Signature
Policy:

Christine Hummel discussed. More information to come at the next meeting.

RESOLUTION 067/2023

Moved by Director Hazel Martin that the Electronic Signature Policy be postponed to the next meeting on May 29, 2023.

CARRIED

In person meeting: Harry Riva Cambrin discussed in person meeting dates. Proposed date, Tuesday June 20, 2023 at 9:30 a.m.



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Mobile litter fencing: Joe Angevine discussed options for mobile litter fencing. Request for approval will go out by email to ensure quorum.

There was round table discussion.

Next Meeting: Next meeting on Monday May 29, 2023 at 9:30 a.m., by Zoom virtual meeting.

Adjournment: Chair Delilah Miller adjourned the meeting at 10:40 a.m.

Chairman

CAO

FOOTHILLS REGIONAL SERVICES COMMISSION
Accounts for Approval
Cheque Run dated May 29, 2023

<u>Cheque No.</u>	<u>Payable to:</u>	<u>Amount Payable</u>
7219	Brown, Jim APR/MAY expenses	\$ 191.72
7220	Chimera Consultants Inc. Inv 1327 - spring groundwater sampling, 2022 annual report	\$ 21,591.75
7221	Cintas Canada Limited Inv 5157052046 - first aid supplies	\$ 321.39
7222	Clean Harbors Canada, Inc. Inv 1004594726, 1004604551, 1004614599, 1004626163	\$ 10,425.04
7223	Fired-IP Automotive Performance and Service Inv 44084 - unit 724 brake service	\$ 140.44
7224	Home Depot Credit Services Inv 3622192 - litter pick up sticks	\$ 139.02
7225	Staples Okotoks Inv 2834999 - office supplies	\$ 130.35
7226	Steelhorse Truck Outfitters Inv 24436 - truck box cover	\$ 1,675.80
7227	UniFirst Canada Ltd. Inv 7573382483, 7573384043, 7573385603, 7573387180, 7573388701 - coverall service	\$ 500.31
CHEQUE TOTAL		\$ 35,115.82

EFT Payments

EFT000000000171	Foothills County Inv 31750, 31751, 31823 - 1st QTR fuel, insurance, April expenses	\$ 151,369.10
EFT000000000172	Finning International Inc. Inv 949099326, 962396733 - coolant 836K ext lease warranty	\$ 1,914.27
EFT000000000173	Avail LLP Inv 144253 - 2022 Financial Statements	\$ 3,276.00

EFT000000000174	Gregg Distributors Co Ltd. Inv 069-101383, 069-102435, 069-103488, 069-107613, 069-107614CR, 069-113959, 069-124341 - shop supplies, credit	\$	2,414.89
EFT000000000175	NLR/AE Consultants Inv 3544 - cell 7	\$	7,196.57
EFT000000000176	Angevine, Joe Inv May/23 expenses	\$	261.40
EFT000000000177	High River Mechanical Ltd. Inv 22803 - CVIP on unit 642	\$	3,076.04
EFT000000000178	Iron Edge Equipment Ltd. Inv 18077, 18079, 18103, 18108, 18121, 18122, 18124, 18126, 18130, 18149, 18168 - equipment repairs	\$	16,906.55
EFT000000000179	Advantage Vac & Septic Services Inv 5311 - clean septic tanks	\$	596.10
EFT000000000180	AGAT Laboratories Inv 23135075E, 23137086E, 23137089E, 23137090E - water samples	\$	6,049.05
EFT000000000181	Poullins Pest Control Inv 1561459 - pest control	\$	309.91
EFT000000000182	CDI Wash Services Inv 25032 - wash bay charges	\$	49.25
EFT000000000183	ABC Waste Potties Ltd. Inv 33004, 33161 - portable toilet rental	\$	551.25
EFT000000000184	Wearpro Equipment & Supply Inv C131363 - parts	\$	436.92
EFT000000000185	Styro-Go Canada Inc. Inv 230147 - styrofoam recycling	\$	246.75
EFT000000000186	Tetra Tech Canada Inc. Inv 60806718 - Biocover	\$	3,679.33
EFT000000000187	Sobeys Okotoks Inv 143451 - purified water	\$	123.86
EFT000000000188	Zedcor Security Solutions Corp Inv 25544 - security equipment & monitoring	\$	844.20

EFT000000000189	Blackie Site Works Ltd. Inv 23156, 23157 - cell 7 progress 1, temporary access ramp	\$	91,567.51
EFT000000000190	GFL Environmental Services Inc. Inv LQ01723231, LQ01743147 - used oil & filters	\$	697.52
EFT000000000191	XL Electrical Contracting Inv 2315 - bulb & tube recycling	\$	1,352.40
EFT000000000192	Spy Design Inc. Inv 2023-0873 - signage	\$	226.80
EFT000000000193	Associated Engineering Alberta Ltd. Inv 300448 - new shop design	\$	4,197.06
	EFT TOTAL	\$	297,342.73

Pre-Authorized Payments

2023-05-01	Telus Communications		\$622.56
2023-05-08	EPCOR		\$797.84
2023-05-09	Telus Mobility		\$107.17
2023-05-09	Direct Energy		\$451.64
2023-05-23	EPCOR		\$530.92
2023-05-31	Telus Communications		\$641.14
2023-06-04	Xplornet		\$498.75
2023-06-05	EPCOR		\$1,017.78
	PAP TOTAL		\$4,667.80
	GRAND TOTAL	\$	337,126.35

**FOOTHILLS REGIONAL SERVICES COMMISSION
MONTHLY TONNAGE
APRIL 2023**

MONTH	HIGH RIVER	OKOTOKS	FOOTHILLS COUNTY	DIAMOND VALLEY	NANTON	COMMERCIAL	NO CHARGE TONNAGE	TOTAL TONNAGE	NUMBER OF VEHICLES
JANUARY	332.86	545.97	382.42	130.49	93.54	1,584.33	415.08	3,484.69	5,716
FEBRUARY	269.94	401.33	290.31	100.26	50.71	1,450.21	10.28	2,573.04	4,192
MARCH	326.94	508.18	338.40	105.31	46.75	2,260.19	24.99	3,610.76	5,254
APRIL	592.26	765.67	692.07	162.19	81.97	1,648.83	119.17	4,062.16	8,196
MAY									
JUNE									
JULY									
AUGUST									
SEPTEMBER									
OCTOBER									
NOVEMBER									
DECEMBER									
TOTAL	1,522.00	2,221.15	1,703.20	498.25	272.97	6,943.56	569.52	13,730.65	23,358
POPULATION	14,324	30,405	23,200	5,341	2,167	75,437	75,437	75,437	
Tonnes/Capita	0.11	0.07	0.07	0.09	0.13	0.09	0.01	0.18	

**FOOTHILLS REGIONAL SERVICES COMMISSION
MONTH TO YEAR COMPARISON
APRIL 2023**

	APRIL 2022	APRIL 2023	MO. TO DATE VARIANCE	% CHANGE	YR TO DATE 2022	YR TO DATE 2023	YR TO DATE VARIANCE	% CHANGE
HIGH RIVER	418.33	592.26	173.93	41.58%	1,391.52	1,522.00	130.48	9.38%
OKOTOKS	635.16	765.67	130.51	20.55%	2,137.99	2,221.15	83.16	3.89%
FOOTHILLS COUNTY	655.28	692.07	36.79	5.61%	1,796.11	1,703.20	-92.91	-5.17%
DIAMOND VALLEY	196.44	162.19	-34.25	-17.44%	643.63	498.25	-145.38	-22.59%
NANTON	60.82	81.97	21.15	34.77%	222.75	272.97	50.22	22.55%
COMMERCIAL	2,877.54	1,648.83	-1,228.71	-42.70%	18,179.84	6,943.56	-11,236.28	-61.81%
NO CHARGE FILL	144.59	119.17	-25.42	-17.58%	2,443.36	569.52	-1,873.84	-76.69%
TOTALS	4,988.16	4,062.16	-926.00	-18.56%	26,815.20	13,730.65	-13,084.55	-48.80%
VEHICLES	7,830	8,196	366	4.67%	17,193	23,358	6,165	35.86%
AVG. TONNAGE/VEHICLE	0.64	0.50	-0.14	-22.20%	1.56	0.59	-0.97	-62.31%

2023 BUDGET TONNAGE 70,531
% TO DATE 19.47%

Leaves, Grass and other compostable Material included in above amounts

	APRIL 2022	APRIL 2023	MO. TO DATE VARIANCE	% CHANGE	YR TO DATE 2022	YR TO DATE 2023	YR TO DATE VARIANCE	% CHANGE
HIGH RIVER	51.11	79.64	28.53	55.82%	86.19	103.60	17.41	20.20%
OKOTOKS	47.73	115.29	67.56	141.55%	113.65	168.46	54.81	48.23%
FOOTHILLS COUNTY	59.37	95.36	35.99	60.62%	119.70	145.64	25.94	21.67%
DIAMOND VALLEY	24.47	13.10	-11.37	-46.47%	34.37	22.56	-11.81	-34.36%
NANTON	1.55	5.96	4.41	284.52%	3.79	7.23	3.44	90.77%
COMMERCIAL	164.88	80.46	-84.42	-51.20%	274.41	222.12	-52.29	-19.06%
	349.11	389.81	40.70	11.66%	632.11	669.61	37.50	5.93%

**FOOTHILLS REGIONAL SERVICES COMMISSION
COMPARISON - TRUCK AND RESIDENT HAULING
APRIL 2023**

MONTH	DIAMOND VALLEY		HIGH RIVER		FOOTHILLS COUNTY		OKOTOKS		NANTON	
	TRUCK	RESIDENT	TRUCK	RESIDENT	TRUCK	RESIDENT	TRUCK	RESIDENT	TRUCK	RESIDENT
JANUARY	88.67	41.82	255.18	77.68	19.96	362.46	310.03	235.94	53.52	40.02
FEBRUARY	70.18	30.08	206.32	63.62	22.82	267.49	251.92	149.41	39.02	11.69
MARCH	70.86	34.45	246.96	79.98	16.06	322.34	307.36	200.82	36.15	10.60
APRIL	90.49	71.70	305.36	286.90	28.14	663.93	338.63	427.04	48.83	33.14
MAY										
JUNE										
JULY										
AUGUST										
SEPTEMBER										
OCTOBER										
NOVEMBER										
DECEMBER										
TOTAL	320.20	178.05	1,013.82	508.18	86.98	1,616.22	1,207.94	1,013.21	177.52	95.45
	64.26%	35.74%	66.61%	33.39%	5.11%	94.89%	54.38%	45.62%	65.03%	34.97%

FOOTHILLS REGIONAL SERVICES COMMISSION

Summary of Waste Streams **Landfilled** vs. Diverted
 January 1, 2023 to December 31, 2023

Waste Type	January	February	March	April	May	June	July	August	September	October	November	December	Total
100 Mixed Solid Waste	2,721.54	2,208.24	2,725.38	3,148.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,803.68
101 Hard To Handle	6.94	8.64	0.00	8.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.56
102 Animal Products	5.62	4.60	4.48	3.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103 Hard to Handle - Flood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
104 Out of Boundary Penalty Rate	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.02
200 Demolition Waste	6.18	63.40	16.00	30.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	116.26
201 Wood	68.90	72.50	75.20	140.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	356.91
202 Clean Wood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
203 Clean Drywall	18.86	20.54	10.60	15.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	65.68
204 Asphalt Shingles (mixed)	8.00	0.08	5.48	8.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.16
205 Concrete (big)	21.57	16.05	15.68	132.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185.40
206 Asphalt	0.00	10.15	6.26	4.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.91
207 Concrete (small)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208 Concrete (clean)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
209 Clean Shingles	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210 Mixed Garbage - FLOOD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
212 Const and Demo Flood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
213 Special Handling	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
214 C & D Grind	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
215 Cln Mixed Construction Waste	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301 Grass/Leaves	10.58	1.06	7.83	187.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	207.07
302 Yard Waste	9.28	8.15	26.30	61.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	105.63
303 Manure	7.66	3.77	4.28	26.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.87
307 Compost	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
308 Sandstone	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
309 Gypsum	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310 Compost Bulk	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 Mixed Soil	6.42	6.28	10.38	84.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	107.92
401 Cover with Debris	1.14	0.00	0.00	2.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.34
402 Clean Cover (Sand/Clay/No Debris)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
403 Clean Topsoil	0.00	0.00	0.00	2.21	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.21
404 Street Sweepings	0.00	0.00	0.00	5.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.85
405 Sludge	8.96	6.77	8.03	11.38	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.14
406 Approved Cover N/C	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
408 Flood Silt	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
409 Flood Sludge	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410 Hydrovac Slurry	124.56	104.70	52.84	66.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	349.08
500 Metal	23.36	13.30	17.70	37.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92.20
501 White Goods (Fridges/Freezers)	5.15	3.59	5.74	7.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22.38
502 Batteries	0.33	0.12	0.44	1.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.79
600 Mixed recycling	8.26	9.02	6.93	26.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.95
601 Cardboard	3.08	1.01	2.10	2.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.02
602 E-Waste	4.34	3.14	4.47	3.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.19
603 Tires	5.24	3.10	6.92	21.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.29
604 Latex Paint	0.44	0.92	0.77	1.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.25
605 Oil Paint	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
606 Oil	1.86	2.02	2.52	2.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.90
607 Household Hazardous Waste	0.58	0.34	0.79	1.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
608 Propane Tanks	0.00	0.06	0.14	0.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
609 Ag Plastics	1.74	1.39	4.32	8.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
610 Flourescent Bulbs Commercial	0.14	0.08	0.18	0.14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
611 Underlay	0.02	0.00	0.00	0.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.08
612 Salvage Material	0.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.70
613 Tire Shred	400.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.70
614/15 Styrofoam	0.08	0.02	0.13	0.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.32
700 Mixed Industrial/Oilfield	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
701 Light Hydrocarbon Soils	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
702 Industrial Contaminated Soils	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
703 Industrial Cover	2.44	0.00	0.00	4.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.76
705 Institutional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
706 Cement Returns	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
707 Asbestos	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
708 Drill Cuttings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
709 Industrial	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
710 Large Asbestos	0.00	0.00	0.00	0.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.66
711 Contaminated Soil Discount Rate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
714 Light Hydrocarbon Soils 4	0.00	0.00	588.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	588.87
716 Light Hydrocarbon Soils 6	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800 Asbestos Flat Rate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Received	3,484.69	2,573.04	3,610.76	4,062.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,692.75
Landfilled	2,748.28	2,284.96	2,751.34	3,199.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,966.66
Diverted/Cover Material	736.41	288.08	859.42	862.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,726.09
% Diverted or used for cover	21.13%	11.20%	23.80%	21.23%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	19.91%

Foothills Regional Services Commission
Landfill
Preliminary Statement of Operating Revenues and Expenses
For Month Ended April 30, 2023 (67% of year remaining)

Revenues	Month of April	2023 Budget	2023 Actual	Balance Remaining	% Left
Waste fees	\$ 363,152	\$ 5,385,456	1,205,431	\$ 4,180,025	77.62%
Scrap Metal/Batteries	-	75,000	1,193	73,808	98.41%
Hydrovac Revenue	4,352	75,000	22,349	52,651	70.20%
Other income	2,111	108,313	3,702	104,611	96.58%
Lease income	-	28,513	7,128	21,385	75.00%
Interest	27,535	450,000	78,338	371,662	82.59%
Composting program	-	31,350		31,350	100.00%
Cost Recovery Wages	5,291		5,291	(5,291)	
Gain on Sale of Equipment	-				
	\$ 402,441	\$ 6,153,632	1,323,432	\$ 4,830,200	78.49%
Expenses					
Wages and benefits	\$ 121,102	\$ 1,674,995	466,893	\$ 1,208,102	72.13%
Cell closure/final cover	-	100,000		100,000	100.00%
Amortization of TCA	-	869,130		869,130	100.00%
Engineering fees	3,951	163,000	12,265	150,735	92.48%
Work contracted	3,208	60,200	10,070	50,130	83.27%
Maintenance - Building	-	15,300	1,300	14,000	91.50%
Maintenance - Landfill	1,107	45,390	6,185	39,205	86.37%
Equipment repair and maintenance	18,816	325,000	106,473	218,527	67.24%
Fuel and oil	12,379	325,000	43,820	281,180	86.52%
Bank charges & interest	188	36,000	7,091	28,909	80.30%
Telephone and utilities	3,025	39,650	14,798	24,852	62.68%
Household hazardous waste program	3,980	125,000	13,418	111,582	89.27%
Small tools & supplies	1,086	30,000	6,157	23,843	79.48%
Administration services	2,917	35,000	11,667	23,333	66.67%
Memberships	383	2,300	721	1,579	68.66%
Insurance	30,722	44,000	30,944	13,056	29.67%
Wood chipping/concrete crushing	-	100,000		100,000	100.00%
Staff training	-	12,000	1,500	10,500	87.50%
Office and shop supplies	18,312	38,000	20,832	17,168	45.18%
Travel & Conference	98	5,000	380	4,620	92.40%
Composting expenses	158	8,160	158	8,002	98.06%
Audit and legal fees	4,000	13,650	4,000	9,650	70.70%
Advertising	648	9,000	1,901	7,099	78.88%
Miscellaneous	329	10,000	2,365	7,635	76.35%
Debenture interest	-	4,887		4,887	100.00%
Postage	49	2,000	256	1,744	87.19%
Bad debts	-	2,000		2,000	100.00%
Discount Ticket Sales	287	0	758	(758)	0.00%
	\$ 226,744	\$ 4,094,662	763,951	\$ 3,330,711	81.34%
Gain (Loss) before the following	\$ 175,697	\$ 2,058,970	559,482	\$ 1,499,488	
Capital expenditures					
Cap Construction	\$ -	\$ 250,000	4,179	\$ 245,821	98.33%
Cell Construction	-	\$ 3,300,000	8,014	3,291,986	99.76%
Land & Improvements	-	285,000		285,000	100.00%
Trucks & Equipment	-	119,000	321,100	(202,100)	-169.83%
Buildings		50,000		50,000	100.00%
Transfer to (from) Reserve - Closure	-	500,000		500,000	100.00%
Transfer to (from) Reserve - Capital	-	(2,500,000)		(2,500,000)	100.00%
Debt payment - composting	-	47,939		47,939	100.00%
EXCESS OF REVENUES (EXPENSES)	\$ 175,697	\$ 7,031	234,203	\$ 3,122,828	
FOR THE YEAR					



Foothills Regional Services Commission
Approval Date: May 29, 2023

Policy Title: Use and Acceptance of Electronic Signatures

Policy Statement:

It is the policy of the Foothills Regional Services Commission to use and accept electronic signatures with the same force and effect as the wet signature, wherever appropriate, unless specifically prohibited by applicable legislation or the Commission's policies and procedures.

Purpose:

This policy is designed to:

- Increase productivity and efficiency of processes, as well as work flexibility.
- Adopt environmentally friendly workflows.
- Improve customer experience.
- Ensure the convenient and timely collection, dissemination, and preservation of information.
- Ensure that electronic signatures are used in ways that establish legal sufficiency.

Definitions:

“Electronic signatures” means electronic information that a person creates or adopts in order to sign the document and that is in, attached to or associated with the document.

“Electronic signature method” means any form of an electronic representation of a person's signature that can be linked or attached to an electronic document or transaction (example: signature block in an email, scanned hand-written signature, user authentication to an internal application, etc).

“Wet (manual) signature” means a signature made on the physical document using physical means, for example, ink signature by hand.

“Agreements” means a document, intended to be enforceable by law, that records an arrangement between the Commission and one or more parties to perform a course of action, and includes agreements, contracts, memorandums or understanding, and settlements.

Policy:

1. Recognition of Electronic Signatures and Exceptions

The Commission recognizes that electronic signatures are not to be denied legal effects, validity, or enforceability merely because they are in electronic form. At the same time, this Policy does not affect the Commission's ability to conduct transactions using wet signatures.

The Commission will not allow for the use and acceptance of an electronic signature, where the applicable legislation or Commission's policies prescribes the use of a wet signature.

2. Consent

Use of an electronic signature will only be with the consent of all parties. The Commission will not require other persons to use an electronic signature without their consent.

3. Method

This policy does not mandate any specific electronic signature method. The Commission reserves the right to verify the authenticity of the signatories or further request a wet signature if there are concerns with the validity of the electronic signature method provided.

4. Types of Documents

The types of documents electronic signatures could be used for:

- Minutes (after approval or adoption by the board)
- Bylaws (after approval or adoption by the board)
- Correspondence
- Financial Statements
- Agreements
- Credit Applications
- Email Approvals