



AGENDA
Foothills Regional Services Commission
Landfill Operations
Monday December 18, 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 November 27, 2023 be accepted as presented.
5. *ACCOUNTS PAYABLE
Recommendation: The Accounts Payable dated December 4, 2023 in the amount of \$764,725.76 be accepted for payment.

*ACCOUNTS PAYABLE
Recommendation: The Accounts Payable dated December 18, 2023 in the amount of \$615,714.42 be accepted for payment.
6. *TONNAGE REPORTS
Recommendation: The Tonnage Reports for the month of November 2023 be accepted as presented.
7. BUSINESS
 - A. Operations Update – Joe Angevine.
 - B. *Statement of Operating Revenues and Expenses dated November 30, 2023.
 - C. *2024 Budget – Christine Hummel.
 - a. FRSC 2024 Budget notes (Pg. 15-18).
 - b. Budget Version 1 - no fee increase (Pg. 19-20).
 - c. Budget Version 2 - fee increase (Pg. 21-22).
 - d. FRSC 2024 Capital Budget (Pg. 23).
 - D. *Adopted FRSC TAG Minutes dated September 7, 2023.
 - E.
 - F.
 - G. Round Table Discussion.
8. NEXT MEETING
Next scheduled Regular meeting held on Monday January 22, 2024 via Zoom Virtual Meeting.
9. ADJOURNMENT



MINUTES
Foothills Regional Services Commission
Landfill Operations
Monday November 27, 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
Michael Nychyk, High River Director
Hazel Martin, Diamond Valley Director

Staff: Joe Angevine, Landfill Manager
Courtney Russell, Landfill Coordinator
Krista Conrad, Legislative Services Assistant

Guests: Paul Lyons, Manager, Waste Services Town of Okotoks

Absent: Dave Mitchell, Nanton Director
Rachel Swendseid, Vice-Chair, Okotoks Director

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 128/2023**
Moved by Director Hazel Martin that the agenda be accepted as presented.

CARRIED

Minutes: **RESOLUTION 129/2023**
Moved by Director Hazel Martin that the minutes of the meeting held on Monday
October 23, 2023 be accepted as presented.

CARRIED

Tonnage Reports: **RESOLUTION 130/2023**
Moved by Director Michael Nychyk that the tonnage reports for the month of
October 2023 be accepted as presented.

CARRIED

Operations Update: Joe Angevine

1. Projects winding down on site. Placing waste in cell 7 to build a layer of



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- frost protection. Working on improvements to access to new cell.
2. Tonnage down this year, no large soil jobs this fall. A few potential upcoming jobs.
 3. Final survey of bio cover complete. Holding off on hydroseeding until spring.
 4. Added some snow protection to scales. Staff built on site.
 5. Meeting with Alberta Environment & Parks, no issues expected with approval renewal.
 6. Seasonal staff layoffs for winter.

EPR

Registration: Joe Angevine discussed Extended Producer Responsibility (EPR) registration for member municipalities. Each municipality must register and appoint a representative in order to receive full funding EPR portion of Hazardous and Special Products (HSP) collection.

Mattress Recycling

Pilot: Joe Angevine discussed a mattress recycling pilot through Re-Mat Recycling Calgary. They will provide a sea-can to site to collect mattresses. Cost \$29.00-\$31.25 per unit to recycle. Saves on airspace and risk of equipment damage.

New Shop Design:

Joe Angevine discussed the new shop design. Construction costs are up substantially, initial design price range \$9-13 million. Recommend a geo-technical report to suit needs.

**Statement of
Operating Revenues
& Expenses:**

Christine Hummel discussed.

RESOLUTION 131/2023

Moved by Director Michael Nychyk to accept the Preliminary Statement of Operating Revenues and Expenses dated October 31, 2023 as presented.

CARRIED

Next Meeting:

Next Organizational & Regular meeting on Monday December 18, 2023 at 9:30 a.m., by Zoom virtual meeting.



MINUTES
Foothills Regional Services Commission
Landfill Operations
Monday November 27, 2023 at 9:30 a.m.
Zoom Virtual Meeting

Adjournment: Chair Delilah Miller adjourned the meeting at 10:17 a.m.

Chairman

CAO

FOOTHILLS REGIONAL SERVICES COMMISSION
Accounts for Approval
Cheque Run dated December 4, 2023

<u>Cheque No.</u>	<u>Payable to:</u>	<u>Amount Payable</u>
7270	Cintas Canada Limited Inv 5180351589 - first aid supplies	\$ 148.95
7271	Clean Harbors Canada, Inc. Inv 100812220, 1004820609 - household hazardous waste	\$ 6,120.65
7272	Fired-Up Automotive Performance and Service Inv 45647 - 727 service	\$ 132.92
7273	Home Depot Credit Services Inv 12144, 9012166, 2023060 - supplies	\$ 645.96
7274	Liberty Tire Recycling Canada Inv 44546 - tire shred	\$ 5,581.17
7275	Okotoks Lawn & Garden Ltd. Inv 3248 - mowing	\$ 495.18
7276	Staples Okotoks Inv 2862653, 2867276 - office supplies	\$ 1,174.83
7277	Steelhorse Truck Outfitters Inv 24801 - utility box for 723	\$ 3,213.00
7278	Sunbelt Rentals of Canada Inc. Inv 76303394-0001 - auger rental	\$ 319.52
7279	UniFirst Canada Ltd. Inv 7573422071, 7573423598, 7573425128, 7573426708, 7573428275, 7573429866 - coverall service	\$ 667.14
CHEQUE TOTAL		\$ 18,499.32

EFT Payments

EFT000000000300	Foothills County Inv 32766, 736CR, 32942, 32976, 32977, 32979, 32980, OCT/23 expenses - insurance, insurance credit, expenses	\$	223,809.40
EFT000000000301	Napa Okotoks Inv Inv 159-059287, 159-059375, 159-062024 - parts	\$	489.63
EFT000000000302	Finning International Inc. Inv 962470734, 962471818 - 836K ext lease warranty, filters	\$	3,555.13
EFT000000000303	Thurber Engineering Ltd. Inv 214743 - cell 7	\$	15,490.93
EFT000000000304	Gregg Distributors Co. Ltd. Inv 069-228744, 069-234281, 069-241707, 069-249358, shop supplies	\$	2,341.03
EFT000000000305	NLR/AE Consultants Inv 3598, 3608, 3629, 3684 - cell 7	\$	73,416.27
EFT000000000306	Angevine, Joe Oct-Nov/23 expenses	\$	1,170.26
EFT000000000307	High River Mechanical Ltd. Inv 22950, 23243 - 644 CVIP & 643 repair	\$	2,103.89
EFT000000000308	TransWestern Truck Centres Inv 101X/562990062WC - parts	\$	52.02
EFT000000000309	Iron Edge Equipment Ltd. Inv 18640, 916478, 18758, 18822, 916522 - repair, service	\$	9,100.59
EFT000000000310	Advantage Vac & Septic Services Inv 5738, 5834 - clean septic tanks & disposal	\$	1,192.20
EFT000000000311	AGAT Laboratories Inv 23197613E, 23197619E, 23198102E - fall groundwater testing	\$	14,005.44
EFT000000000312	Poullins Pest Control Inv 1617120 - pest control	\$	309.91
EFT000000000313	ABC Waste Potties Ltd. Inv 35495, 35522, 35678, 35854, 35874 - handwash stations, portable toilet rental	\$	1,522.50
EFT000000000314	Synchor Recycling Inc. Inv 11908 - wood grind	\$	115,591.79

EFT000000000315	Styro-Go Canada Inc. Inv 230384 - styrofoam recycling	\$	246.75
EFT000000000316	Tetra Tech Canada Inc. Inv 60833334 - bio cover	\$	988.34
EFT000000000317	Sobeys Okotoks Inv 2054, 1400129600CR, 1992 - purified water	\$	79.75
EFT000000000318	Zedcor Security Solutions Corp. Inv 28584, 29181 - monitoring	\$	1,029.00
EFT000000000319	Blackie Site Works Ltd. Inv 23192, 23193 - progress 7 - cell 7, bio cover	\$	265,997.17
EFT000000000320	Oak Environmental Inc. Inv 187752 - test kits	\$	689.06
EFT000000000321	BP Propane Distributors Ltd. Inv 49805R2 - annual propane tank rental	\$	205.80
EFT000000000322	GFL Environmental Services Inc. Inv LQ01974412, LQ01974417, LQ01974419, LQ01975184, LQ01991794, LQ2014264 - fuel filter disposal	\$	617.40
EFT000000000323	XL Electrical Contracting Inv 2333 - bulb & tube disposal	\$	1,252.65
EFT000000000324	Hifab Holdings Ltd. Inv 62915 - parts delivery	\$	30.45
EFT000000000325	Calgary Metal Recycling Inc. Inv CMRI4220 - freon disposal	\$	1,249.50
EFT000000000326	Associated Engineering Alberta Ltd. Inv 3003740 - new shop design	\$	5,250.00

EFT TOTAL	\$ 741,786.86
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Pre-Authorized Payments

2023-10-31	Telus Communications	\$611.01
2023-11-06	Epcor	\$436.75
2023-11-09	Telus Mobility	\$82.69
2023-11-10	Direct Energy	\$248.61
2023-11-22	EPCOR	\$1,073.33
2023-12-01	Telus Communications	\$605.76
2023-12-05	EPCOR	\$457.79
2023-12-05	Xplornet	\$923.64

PAP TOTAL	\$4,439.58
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GRAND TOTAL	\$ 764,725.76
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FOOTHILLS REGIONAL SERVICES COMMISSION
Accounts for Approval
Cheque Run dated December 18, 2023

<u>Cheque No.</u>	<u>Payable to:</u>	<u>Amount Payable</u>
7280	Cintas Canada Limited Inv 5188168469 - first aid supplies	\$ 91.99
7281	Clean Harbors Canada, Inc. Inv 1004840379, 1004845181 - household hazardous waste	\$ 4,290.30
7283	Liberty Tire Recycling Canada Inv 44670 - tire shred for cell 7	\$ 22,439.97
7284	UniFirst Canada Ltd. Inv 7573433007, 7573434575 - coverall service	\$ 212.88
CHEQUE TOTAL		\$ 27,035.14
 EFT Payments		
EFT000000000327	Foothills County Inv 33031, 33078 - insurance, Nov/23 expenses	\$ 194,040.60
EFT000000000328	Finning International Inc. Inv 949597984, 962515408 - 836K ext lease warranty, antifreeze	\$ 1,762.14
EFT000000000329	Gregg Distributors Co. Ltd. Inv 069-259980, 069-261744, 069-264623 - shop supplies	\$ 518.01
EFT000000000330	NLR/AE Consultants Inv 3698 - cell 7	\$ 36,203.73
EFT000000000331	Angevine, Joe Nov-Dec/23 expenses	\$ 698.81
EFT000000000332	Iron Edge Equipment Ltd. Inv 18831.18853,18861,18874,18878,18888, 18895 - repairs, parts, service	\$ 8,570.29
EFT000000000333	ULINE Canada Corporation Inv 13275835 - vermiculite	\$ 1,026.50
EFT000000000334	CDI Wash Services Inv 25693 - wash bay charges	\$ 82.50

EFT000000000335	ABC Waste Potties Ltd. Inv 36020 - portable toilet rental	\$	367.50
EFT000000000336	Styro-Go Canada Inc. Inv 230421 - styrofoam recycling	\$	246.75
EFT000000000337	Tetra Tech Canada Inc. Inv 60843174 - bio cover	\$	754.64
EFT000000000338	Brown, Jim Dec/23 expenses	\$	111.50
EFT000000000339	Sobeys Okotoks Inv 2134 - purified water	\$	55.93
EFT000000000340	Blackie Site Works Ltd. Inv 23198 - progress 7 - cell 7	\$	335,242.06
EFT000000000341	GFL Environmental Services Inc. Inv LQ02050291, LQ02040426 - fuel filter disposal	\$	132.30
EFT000000000342	XL Electrical Contracting Inv 2340 - bulb & tube disposal	\$	1,078.35
EFT000000000343	Challenger Geomatics Ltd. Inv 85622 - site survey	\$	3,751.13
EFT000000000344	Hifab Holdings Ltd. Inv 63579 -part delivery	\$	27.39
EFT000000000345	Calgary Metal Recycling Inc. Inv CMRI4250 - freon disposal	\$	1,258.43
EFT000000000346	Murray Chrysler Okotoks Inv 812279 - truck service	\$	190.50

EFT TOTAL	\$	586,119.06
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Pre-Authorized Payments

2023-12-11	Telus Mobility	\$82.69
2023-12-12	Direct Energy	\$564.95
2023-12-22	EPCOR	\$1,178.63
2024-01-04	Xplornet	\$733.95
	PAP TOTAL	\$2,560.22

GRAND TOTAL	\$	615,714.42
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**FOOTHILLS REGIONAL SERVICES COMMISSION
MONTHLY TONNAGE
NOVEMBER 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	653.70	2,005.25	2,261.05	251.62	84.66	2,407.67	434.71	8,098.66	10,828
JUNE	545.39	952.24	664.64	219.93	67.86	3,598.69	367.16	6,415.91	9,687
JULY	518.92	1,085.66	782.38	242.95	83.86	2,396.05	261.62	5,371.44	9,631
AUGUST	527.24	961.06	1,022.73	209.59	117.93	2,344.59	806.84	5,989.98	9,552
SEPTEMBER	509.44	863.03	799.68	186.63	168.42	2,648.86	183.86	5,359.92	9,199
OCTOBER	608.20	783.18	703.81	174.26	73.01	3,035.74	431.48	5,809.68	8,302
NOVEMBER	454.74	696.13	563.02	144.42	67.61	2,767.90	1,193.89	5,887.71	7,339
DECEMBER									
TOTAL	5,339.63	9,567.70	8,500.51	1,927.65	936.32	26,143.06	4,249.08	56,663.95	87,896
POPULATION	14,324	30,405	23,200	5,341	2,167	75,437	75,437	75,437	
Tonnes/Capita	0.37	0.31	0.37	0.36	0.43	0.35	0.06	0.75	

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

	NOVEMBER 2022	NOVEMBER 2023	MO. TO DATE VARIANCE	% CHANGE	YR TO DATE 2022	YR TO DATE 2023	YR TO DATE VARIANCE	% CHANGE
HIGH RIVER	371.73	454.74	83.01	22.33%	5,207.65	5,339.63	131.98	2.53%
OKOTOKS	550.94	696.13	145.19	26.35%	8,105.87	9,567.70	1,461.83	18.03%
FOOTHILLS COUNTY	1,887.29	563.02	-1,324.27	-70.17%	6,348.63	8,500.51	2,151.88	33.90%
DIAMOND VALLEY	128.30	144.42	16.12	12.56%	2,030.73	1,927.65	-103.08	-5.08%
NANTON	53.28	67.61	14.33	26.90%	758.22	936.32	178.10	23.49%
COMMERCIAL	1,934.63	2,767.90	833.27	43.07%	47,592.14	26,143.06	-21,449.08	-45.07%
NO CHARGE FILL	1,285.43	1,193.89	-91.54	-7.12%	6,074.29	4,249.08	-1,825.21	-30.05%
TOTALS	6,211.60	5,887.71	-323.89	-5.21%	76,117.53	56,663.95	-19,453.58	-25.56%
VEHICLES	5,200	7,339	2,139	41.13%	70,439	87,896	17,457	24.78%
AVG. TONNAGE/VEHICLE	1.14	0.80	-0.34	-29.63%	0.88	0.64	-0.24	-26.74%

2023 BUDGET TONNAGE 70,531
% TO DATE 80.34%

Leaves, Grass and
other compostable
Material included in
above amounts

	NOVEMBER 2022	NOVEMBER 2023	MO. TO DATE VARIANCE	% CHANGE	YR TO DATE 2022	YR TO DATE 2023	YR TO DATE VARIANCE	% CHANGE
HIGH RIVER	20.84	70.05	49.21	236.13%	798.08	895.69	97.61	12.23%
OKOTOKS	42.82	96.67	53.85	125.76%	1,656.24	1,922.28	266.04	16.06%
FOOTHILLS COUNTY	23.90	110.21	86.31	361.13%	1,062.71	1,307.61	244.90	23.04%
DIAMOND VALLEY	79.23	13.64	-65.59	-82.78%	279.41	310.82	31.41	11.24%
NANTON	0.26	1.68	1.42	546.15%	26.13	33.01	6.88	26.33%
COMMERCIAL	19.87	73.22	53.35	268.50%	1,004.41	1,060.03	55.62	5.54%
	186.92	365.47	178.55	95.52%	4,826.98	5,529.44	702.46	14.55%

**FOOTHILLS REGIONAL SERVICES COMMISSION
COMPARISON - TRUCK AND RESIDENT HAULING
NOVEMBER 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	124.48	127.14	486.22	167.48	34.94	2,226.11	1,246.11	759.14	52.06	32.60
JUNE	107.03	112.90	371.40	173.99	27.51	637.13	366.94	585.30	30.46	37.40
JULY	103.25	139.70	315.36	203.56	32.53	749.85	336.35	749.31	45.57	38.29
AUGUST	112.12	97.47	366.04	161.20	58.65	964.08	401.48	559.58	83.14	34.79
SEPTEMBER	91.67	94.96	350.28	159.16	22.23	777.45	369.44	493.59	128.34	40.08
OCTOBER	106.08	68.18	375.22	232.98	32.11	671.70	397.68	385.50	40.97	32.04
NOVEMBER	94.30	50.12	330.40	124.34	35.82	527.20	350.73	345.40	40.79	26.82
DECEMBER										
TOTAL	1,059.13	868.52	3,608.74	1,730.89	330.77	8,169.74	4,676.67	4,891.03	598.85	337.47
	54.94%	45.06%	67.58%	32.42%	3.89%	96.11%	48.88%	51.12%	63.96%	36.04%

Foothills Regional Services Commission
Landfill
Preliminary Statement of Operating Revenues and Expenses
For Month Ended November 30, 2023 (8.33% of year remaining)

Revenues	Month of November	2023 Budget	2023 Actual	2023 Actual Prev.	Balance Remaining	% Left
Waste fees	\$ 310,211	\$ 5,385,456	4,256,749	3,946,538	\$ 1,128,707	21%
Scrap Metal/Batteries	-	75,000	260,598	260,598	(185,598)	(247%)
Hydrovac Revenue	6,857	75,000	131,938	125,081	(56,938)	(76%)
Other income	12,603	108,313	50,804	38,201	57,509	53%
Lease income	7,128	28,513	28,514	21,385	(1)	(0%)
Interest	21,177	450,000	483,328	462,151	(33,328)	(7%)
Composting program	48,975	31,350	52,109	3,134	(20,759)	(66%)
Cost Recovery Wages	-	-	5,291	5,291	(5,291)	0%
	\$ 406,951	\$ 6,153,632	5,269,332	\$ 4,862,380	\$ 884,300	
Expenses						
Wages and benefits	\$ 126,556	\$ 1,674,995	1,382,066	\$ 1,255,510	\$ 292,929	17%
Cell closure/final cover	-	100,000	-	-	100,000	100%
Amortization of TCA	-	869,130	-	-	869,130	100%
Engineering fees	-	163,000	69,105	69,105	93,895	58%
Work contracted	22,761	60,200	73,460	50,698	(13,260)	(22%)
Maintenance - Building	360	15,300	4,608	4,248	10,692	70%
Maintenance - Landfill	4,979	45,390	24,958	19,980	20,432	45%
Equipment repair and maintenance	18,107	325,000	252,124	234,018	72,876	22%
Fuel and oil	37,080	325,000	211,529	174,449	113,471	35%
Bank charges & interest	2,879	36,000	33,716	30,837	2,284	6%
Telephone and utilities	3,651	39,650	37,959	34,307	1,691	4%
Household hazardous waste program	6,417	125,000	75,282	68,865	49,718	40%
Small tools & supplies	7,018	30,000	29,814	22,796	186	1%
Administration services	2,917	35,000	32,083	29,167	2,917	8%
Memberships	-	2,300	921	921	1,379	60%
Insurance	3,869	44,000	34,694	30,825	9,306	21%
Wood chipping/concrete crushing	110,087	100,000	110,087	-	(10,087)	(10%)
Staff training	-	12,000	1,965	1,965	10,035	84%
Office and shop supplies	1,119	38,000	30,641	29,522	7,359	19%
Travel & Conference	704	5,000	3,310	2,606	1,690	34%
Composting expenses	-	8,160	4,600	4,600	3,560	44%
Audit and legal fees	-	13,650	7,120	7,120	6,530	48%
Advertising	-	9,000	7,484	7,484	1,516	17%
Miscellaneous	415	10,000	5,055	4,641	4,945	49%
Debtenture interest	-	4,887	2,702	2,702	2,185	45%
Postage	-	2,000	727	727	1,273	64%
Bad debts	-	2,000	-	-	2,000	100%
Discount Ticket Sales	-	-	2,503	2,503	(2,503)	0%
	\$ 348,920	\$ 4,094,662	2,438,515	\$ 2,089,595	\$ 1,656,147	
Gain (Loss) before the following	\$ 58,031	\$ 2,058,970	2,830,817	\$ 2,772,785	\$ (771,847)	
Capital expenditures						
Cap Construction	\$ 29,948	\$ 250,000	\$ 69,993	\$ 40,045	\$ 180,007	72%
Cell Construction	817,292	\$ 3,300,000	2,325,522	1,508,230	974,478	30%
Land & Improvements	5,315	285,000	156,625	151,310	128,375	45%
Trucks & Equipment	14,825	119,000	388,673	373,849	(269,673)	(227%)
Buildings	8,997	50,000	44,972	35,975	5,028	10%
Transfer to (from) Reserve - Closure	-	500,000	-	-	500,000	100%
Transfer to (from) Reserve - Capital	-	(2,500,000)	-	-	(2,500,000)	100%
Debt payment - composting	-	47,939	23,711	23,711	24,228	51%
Excess of Revenues (Expenses) for the year	\$ (818,346)	\$ 7,031	\$ (178,679)	\$ 639,666	\$ 185,710	

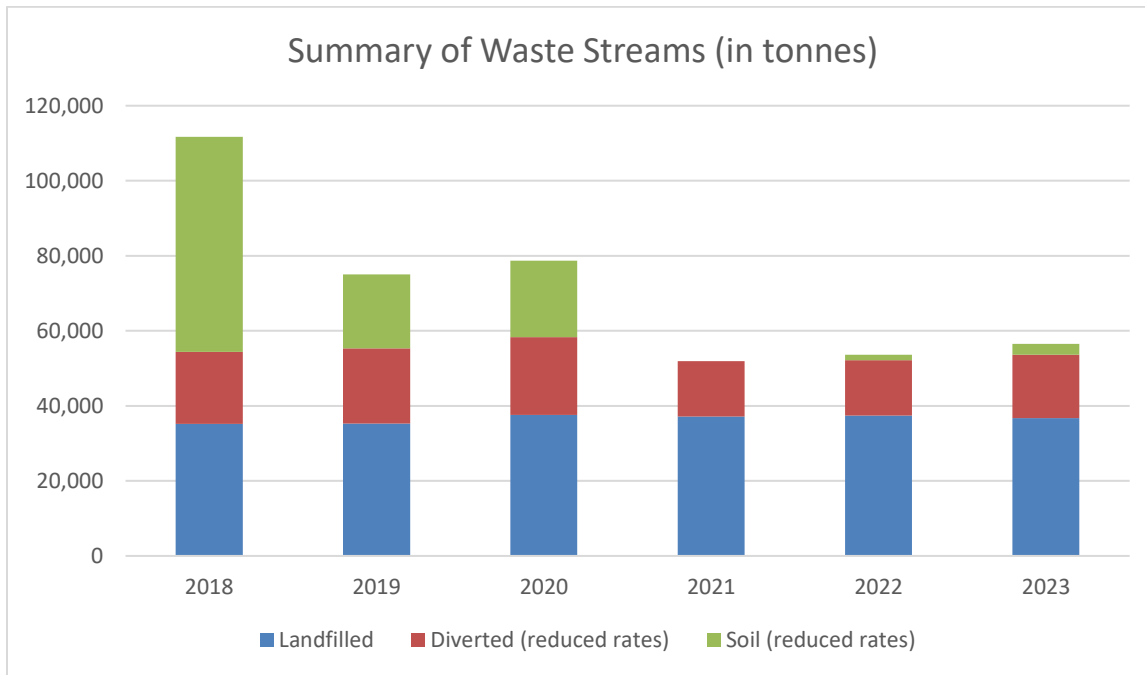
Foothills Regional Services Commission
Landfill Operations
2024 Budget – Draft 1
December 18, 2023

Please find attached the two draft versions of the FRSC Landfill Operations 2024 budget.

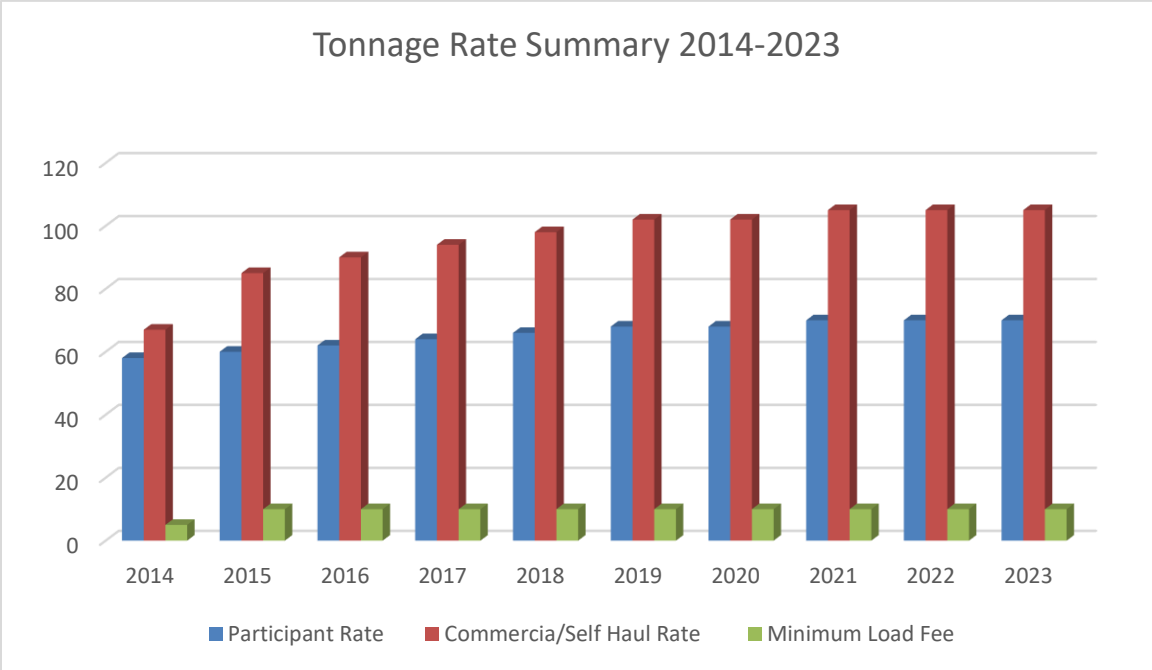
Version one is a no fee increase budget though tonnage fees are increased in 2025 & 2026.

Version two increases tonnage fees by \$2 per tonne in 2024 and again in 2026. Version two also proposes to increase the minimum flat rate charge (loads 100kg and under) from \$10 to \$12. The minimum flat rate charge further increases to \$14 in 2026.

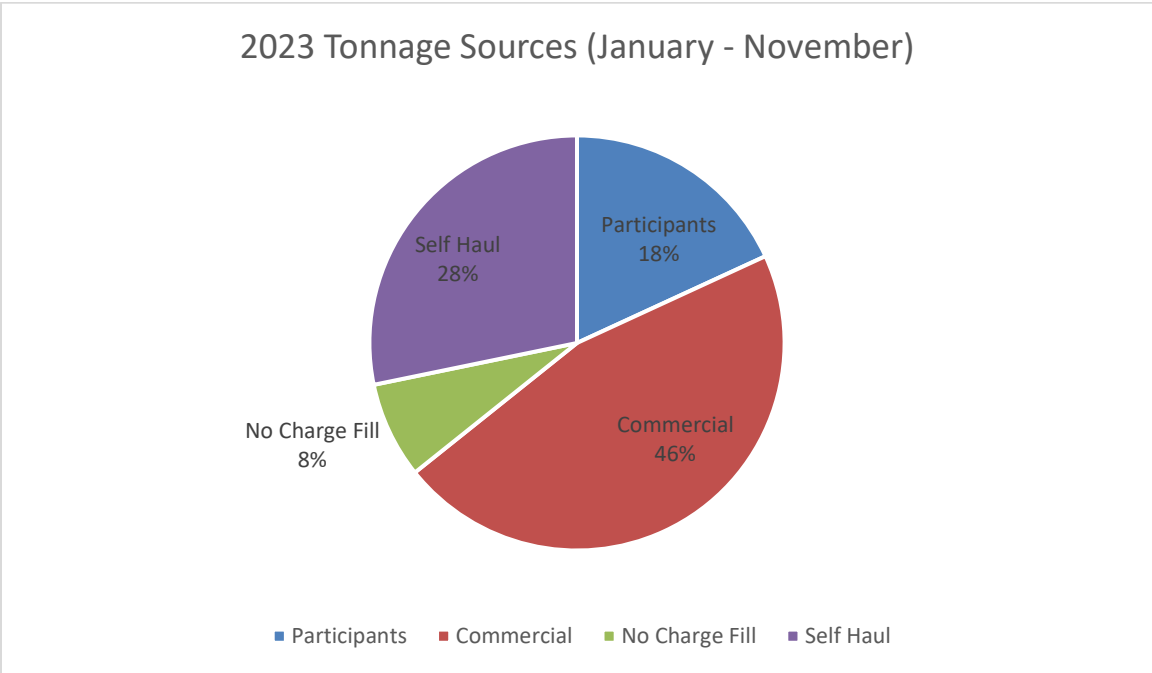
2024 fee increases are proposed to become effective March 1, 2024.



Landfilled waste tonnage has decreased in 2023 and Diverted waste continues to be a factor in overall revenue decline as tipping fee rates for these materials are less than that of landfilled material. Contaminated soil is very difficult to factor into the budget but as shown above, volumes have considerably reduced since 2020. This budget factors the same levels of waste streams as 2023.



The minimum load fee is a flat rate charged to self-haulers (loads under 100kg). The current flat rate is \$10 and has not been adjusted since 2015. The landfill averages 37,000 loads annually that only pay the flat fee.



Revenues

Budget Version 1 – No Fee Increase

Total Revenue - Net Decrease of 6.2% (\$381,739)

Tipping Fees decrease by 10.4% (\$561,326)

Budget Version 2 – Fee Increase \$2/tonne & minimum flat fee increase to \$12

Total Revenue – Net Decrease of 4.6% (\$280,863)

Tipping Fees decrease by 8.5% (\$460,450)

Both Versions:

Hydrovac and Interest increased by \$57,000 and \$50,000 respectively to reflect historical actuals.

Other Revenue increases by 34.9% (\$73,937) due to strong market pricing on scrap metal.

Expenses – Net Increase of \$111,192

Wages and benefits have increased by \$76,742 (4.58%) due to cost of living increases and performance adjustments.

Amortization has increased by \$16,949. It is the policy to budget current year's amounts based on prior years' actuals.

Fuel has been decreased by \$50,000 to be more in line with historical actuals and anticipated equipment usage in 2024.

Engineering has been decreased by \$10,750 to reflect prior year's actuals.

Work Contracted has increased by \$76,000 to reflect a \$50,000 increase to Wood Chipping/Concrete Crushing budget and adjustments to historical actuals for other services.

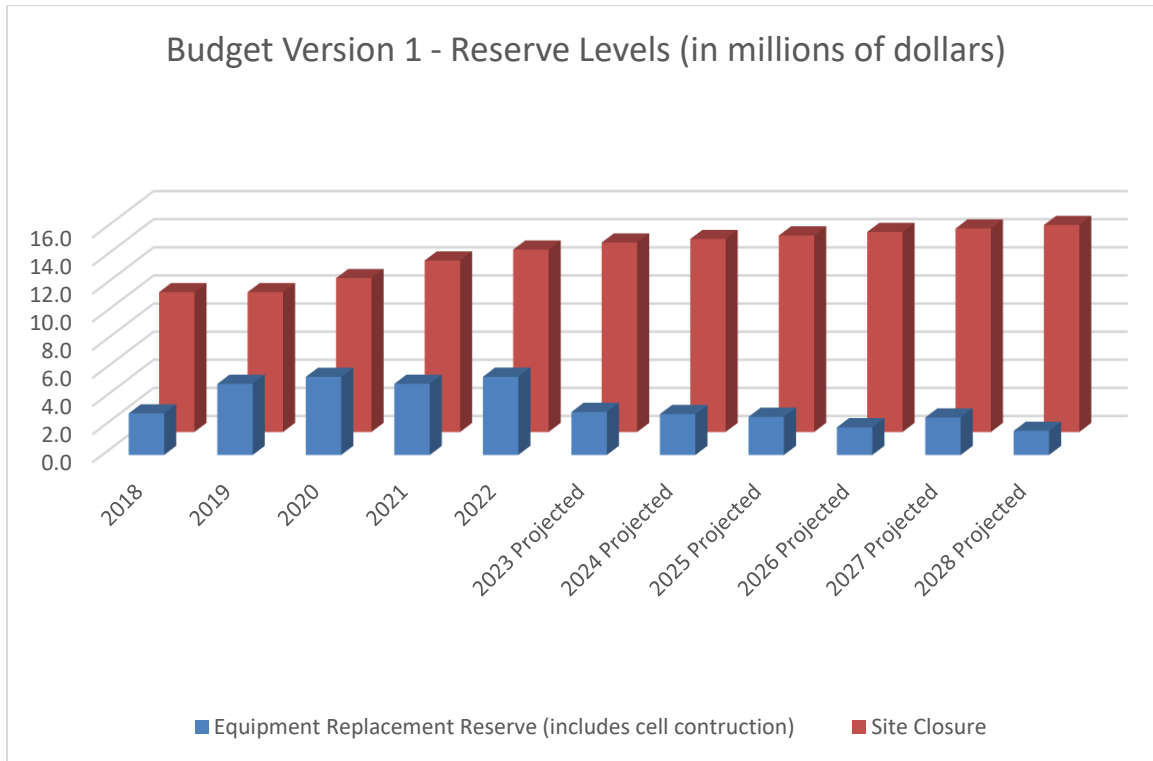
Telephone and Utilities have increased by \$10,000 to reflect increased utility costs.

The Administration fee has increased by \$10,000 to better reflect costs associated with CAO, financial & legislative services.

Other expenses have been slightly increased/decreased to adjust to prior year's actuals.

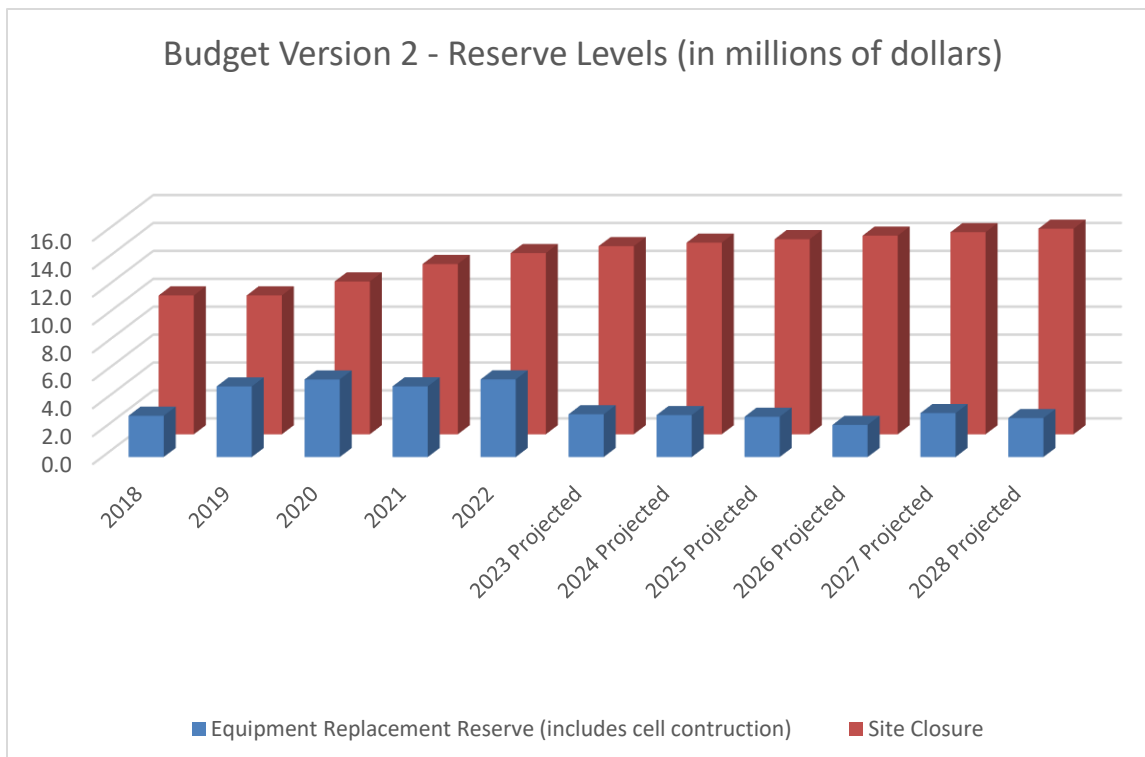
Capital costs are expected to be \$1,419,445. The capital project list and projected costs is attached. The construction of a new shop at the landfill in 2025 is projected at \$5,000,000 and is financed by debenture in this budget. Payments are projected \$415,315 annually for 20 years.

Reserves



Budget Version 1 – Equipment Replacement Reserve is \$1,700,000 at the end of 2028

OR



Budget Version 2 – Equipment Replacement Reserve is \$2,800,000 at the end of 2028

Foothills Regional Services Commission
2024 Draft Budget - No Fee increase
December 18, 2023
Version 1

	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
REVENUE					
Tipping Fees	\$5,385,456	\$4,824,130	\$4,858,246	\$4,892,363	\$4,892,363
Hydrovac Revenue	75,000	132,000	134,640	137,333	140,079
Interest	450,000	500,000	500,000	500,000	500,000
Composting Program	31,350	30,000	30,450	30,907	31,370
Other Revenue	211,826	285,763	302,513	302,513	302,513
TOTAL REVENUE	6,153,632	5,771,893	5,825,849	5,863,115	5,866,325
EXPENSES					
Wages & Benefits	1,674,995	1,751,737	1,804,289	1,858,418	1,914,170
Amortization of TCA	869,130	886,079	886,079	886,079	886,079
Equipment Repairs	325,000	325,000	331,500	338,130	344,893
Equipment Fuel	325,000	275,000	280,500	286,110	291,832
Engineering	163,000	152,250	155,295	158,401	161,569
Work Contracted	160,200	236,256	147,487	150,437	153,446
Maintenance - Landfill	45,390	45,390	46,298	47,224	48,168
Cell Closure/Final Cover	100,000	100,000	100,000	100,000	100,000
Household Hazardous Waste	125,000	125,000	128,750	128,750	128,750
Office Supplies	38,000	38,000	38,760	39,535	40,326
Telephone & Utilities	39,650	49,650	50,643	51,656	52,689
Insurance	44,000	40,000	42,000	44,100	46,305
Bank Charges	36,000	36,720	37,454	38,203	38,968
Small Tools & Supplies	30,000	34,000	34,680	35,374	36,081
Administration Fee	35,000	45,000	55,000	65,000	75,000
Maintenance - Buildings	15,300	10,000	10,200	10,404	10,612
Audit and Legal	13,650	12,500	12,750	13,005	13,265
Staff Training	12,000	7,000	7,140	7,283	7,428
Other Expenses	10,000	10,000	10,200	10,404	10,612
Advertising	9,000	9,000	9,180	9,364	9,551
Composting Expenses	8,160	5,000	5,100	5,202	5,306
Debenture Interest	4,887	2,772	273,635	265,140	256,766
Travel & Conference	5,000	5,000	5,100	5,202	5,306
Memberships	2,300	1,000	1,020	1,040	1,061
Bad Debts	2,000	2,000	2,000	2,000	2,000
Postage	2,000	1,500	1,530	1,561	1,592
TOTAL OPERATING	4,094,662	4,205,854	4,476,590	4,558,020	4,641,775
Excess of revenues over expenditures	\$2,058,970	\$1,566,039	\$1,349,259	\$1,305,095	\$1,224,550
Capital Expenditures					
Cap Construction	250,000	100,000	100,000	100,000	100,000
Cell Construction	3,300,000	0	0	0	0
Land and Improvements	285,000	820,000	0	0	0
Trucks and Equipment	119,000	424,445	1,022,500	1,540,000	18,000
Buildings (debenture financed)	50,000	75,000	5,000,000	0	0
Transfers to (from) Reserves	500,000	250,000	250,000	250,000	250,000
Closure Capital	-2,500,000	-155,000	-195,000	-740,000	695,000
Transfer from Accumulated Surplus					
Debt Principal					
Composting Site	47,939	50,053	25,849	0	0
New Shop			142,244	150,175	158,549
SURPLUS (DEFICIT)	\$7,031	\$1,541	\$3,666	\$4,919	\$3,001
ESTIMATED ANNUAL TONNAGE	70,531	56,967	56,967	56,967	56,967
Proposed Tipping Fees					
Member Municipalities	\$70.00	\$70.00	\$72.00	\$74.00	\$74.00
Commercial/Self Haul	\$105.00	\$105.00	\$107.00	\$109.00	\$109.00
Hard to Handle Waste	\$165.00	\$165.00	\$167.00	\$169.00	\$169.00
Minimum Load Fee (100Kg)	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00

**Foothills Regional Services Commission
 2024 Draft Budget - No Fee increase
 December 18, 2023
 Version 1**

Landfill Reserves - 2024 Budget

	Site Closure/ Post Closure Reserve	Equipment Replacement Reserve (incl cell constr)	Total
Reserve Balance Dec 31, 2022	\$12,980,805	\$5,563,797	\$18,544,602
Projected changes			
2023	500,000	-2,500,000	-2,000,000
2024	250,000	-155,000	95,000
2025	250,000	-195,000	55,000
2026	250,000	-740,000	-490,000
2027	250,000	695,000	945,000
2028	250,000	-950,000	-700,000
	<u>\$14,730,805</u>	<u>\$1,718,797</u>	<u>\$16,449,602</u>

Foothills Regional Services Commission
2024 Draft Budget - Rate increase
December 18, 2023
Version 2

	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
REVENUE					
Tipping Fees	\$5,385,456	\$4,925,006	\$4,934,182	\$5,044,035	\$5,044,035
Hydrovac Revenue	75,000	132,000	134,640	137,333	140,079
Interest	450,000	500,000	500,000	500,000	500,000
Composting Program	31,350	30,000	30,450	30,907	31,370
Other Revenue	211,826	285,763	302,513	302,513	302,513
TOTAL REVENUE	6,153,632	5,872,769	5,901,785	6,014,787	6,017,997
EXPENSES					
Wages & Benefits	1,674,995	1,751,737	1,804,289	1,858,418	1,914,170
Amortization of TCA	869,130	886,079	886,079	886,079	886,079
Equipment Repairs	325,000	325,000	331,500	338,130	344,893
Equipment Fuel	325,000	275,000	280,500	286,110	291,832
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Maintenance - Landfill	45,390	45,390	46,298	47,224	48,168
Cell Closure/Final Cover	100,000	100,000	100,000	100,000	100,000
Household Hazardous Waste	125,000	125,000	128,750	128,750	128,750
Office Supplies	38,000	38,000	38,760	39,535	40,326
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Advertising	9,000	9,000	9,180	9,364	9,551
Composting Expenses	8,160	5,000	5,100	5,202	5,306
Debenture Interest	4,887	2,772	273,635	265,140	256,766
Travel & Conference	5,000	5,000	5,100	5,202	5,306
Memberships	2,300	1,000	1,020	1,040	1,061
Bad Debts	2,000	2,000	2,000	2,000	2,000
Postage	2,000	1,500	1,530	1,561	1,592
TOTAL OPERATING	4,094,662	4,205,854	4,476,590	4,558,020	4,641,775
Excess of revenues over expenditures	\$2,058,970	\$1,666,915	\$1,425,195	\$1,456,767	\$1,376,222
Capital Expenditures					
Cap Construction	250,000	100,000	100,000	100,000	100,000
Land and Improvements	3,585,000	820,000	0	0	0
Trucks and Equipment	119,000	424,445	1,022,500	1,540,000	18,000
Buildings	50,000	75,000		0	0
Transfers to (from) Reserves	500,000	250,000	250,000	250,000	250,000
Closure Capital	-2,500,000	-55,000	-120,000	-585,000	845,000
Transfer from Accumulated Surplus					
Debt Principal					
Composting Site	47,939	50,053	25,849		
Building Debenture			142,244	150,175	158,549
SURPLUS (DEFICIT)	\$7,031	\$2,417	\$4,602	\$1,591	\$4,673
ESTIMATED ANNUAL TONNAGE	70,531	56,967	56,967	56,967	56,967
Proposed Tipping Fees					
Member Municipalities	\$70.00	\$72.00	\$72.00	\$74.00	\$74.00
Commercial/Self Haul	\$105.00	\$107.00	\$107.00	\$109.00	\$109.00
Hard to Handle Waste	\$165.00	\$167.00	\$167.00	\$169.00	\$169.00
Minimum Load Fee (100Kg)	\$10.00	\$12.00	\$12.00	\$14.00	\$14.00

**Foothills Regional Services Commission
 2024 Draft Budget - Rate increase
 December 18, 2023
 Version 2**

Landfill Reserves - 2024 Budget

	Site Closure/ Post Closure Reserve	Equipment Replacement Reserve (incl cell constr)	Total
Reserve Balance Dec 31, 2022	\$12,980,805	\$5,563,797	\$18,544,602
Projected changes			
2023	500,000	-2,500,000	-2,000,000
2024	250,000	-55,000	195,000
2025	250,000	-120,000	130,000
2026	250,000	-585,000	-335,000
2027	250,000	845,000	1,095,000
2028	250,000	-355,000	-105,000
	<u>\$14,730,805</u>	<u>\$2,793,797</u>	<u>\$17,524,602</u>

**Foothills Regional Services Commission
2024 Capital Budget
December 18, 2023**

Capital Purchases

	2023	2024	2025	2026	2027	2028
Land and Improvements						
Cap Construction		\$100,000	\$100,000	\$100,000	100,000	\$100,000
Cap Construction (BioCover - contract out)	\$250,000					
Curb Stops and Safety Rails for Bin Area	25,000					
Wind Fencing (new cell & hydrovac pad)	50,000	200,000				
Rebuilding Road to Salvage Centre	90,000					
Surface Road from Scales to Tent (rasphalt)	120,000	120,000				
Internet Fibre Optic to Landfill		500,000				
New Cell Construction	3,300,000					
	<u>3,835,000</u>	<u>920,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Trucks and Equipment						
Mobile Wind Litter Screens	40,000	50,000				
Arm Control Gates for Scale	17,000					
40 Yard Bins	17,000		17,500		18,000	
1 Ton Truck	45,000		50,000			
GPS for Packer		74,445				
Mini Excavator		300,000				
OutBound Scale			250,000			
Roll off Truck			275,000			
Excavator			375,000			
1 1/2 Ton w/deck			55,000			
Compactor w/fire suppression				1,500,000		
1/2 Ton Truck				40,000		
CAT Dozer D7T						1,200,000
	<u>119,000</u>	<u>424,445</u>	<u>1,022,500</u>	<u>1,540,000</u>	<u>18,000</u>	<u>1,200,000</u>
Buildings						
New Shop (geotechnical & RFP)	50,000	75,000				
New Shop (build)			5,000,000			
	<u>50,000</u>	<u>75,000</u>	<u>5,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Proposed Capital Purchases	<u>\$4,004,000</u>	<u>\$1,419,445</u>	<u>\$6,122,500</u>	<u>\$1,640,000</u>	<u>\$118,000</u>	<u>\$1,300,000</u>

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

**Thursday, September 7, 2023
Town of Okotoks Operations Centre**

MEMBERS PRESENT	Paul Lyons, Waste Services Manager, Town of Okotoks, Chair Bill Woytiuk, Operations Manager, Town of Nanton Joe Angevine, Landfill Manager, Foothills County Peter Leek, Roads & Solid Waste Supervisor, Town of High River Craig Beaton, Manager of Operations, Town of Diamond Valley
MEMBERS ABSENT	Harry Riva Cambrin, CAO, Foothills Regional Services Commission
STAFF PRESENT	Charlene Parker, Operations & Utilities Administrator, Town of Okotoks

1. CALL TO ORDER

P. Lyons called the meeting to order at 10:30 a.m.

2. ADOPTION OF AGENDA

2.1 Additions / Deletions

4.2 Public education of the 3-stream deleted

2.2 Adoption

MOTION: By C. Beaton that the agenda for the September 7, 2023 Foothills Regional Services Commission Technical Advisory Group meeting be adopted as presented.

Carried Unanimously

3. MINUTES OF PREVIOUS MEETING

MOTION: By J. Angevine that the minutes of the Foothills Regional Services Commission Technical Advisory Group meeting held March 2, 2022 be adopted as presented.

Carried Unanimously

4. BUSINESS

4.1 Matters Arising from the Previous Minutes

J. Angevine, is exploring leachate management options with an external company as a result from the March 2nd presentations.

P. Lyons discussed the dehydrator. Things are working well with the dehydrated product being used as fuel and/or in agriculture.

4.2 Extended Producer Responsibility (EPR)

Alberta will have 2 EPR programs:

- Single-use Products, Packaging and Printed paper products (PPP)
- Hazardous and Special Products (HSP)

Towns will need to register for this program in the fall of 2023.

Producer Responsible Organizer (PRO) – Each Town will be required to negotiate with the PRO's. Impacts to current collections contracts are unknown at this time.

Towns were advised to become familiar with the Regulations – Messaging to residents will need to be precise and not complicated.

C. Beaton commented on the need to have a simple, non-complicated program to encourage participation.

4.3 Updates

4.3.1 Foothills Regional Landfill & Resource Recovery Centre

- New Landfill cell construction is progressing. Capping on East Slope's Bio Cover, done and surveyed, will be hydro seeded in two weeks.
- New Shop budget item into the board, next year.

4.3.2 Diamond Valley

- Currently working on budget for 2024.

4.3.3 High River

- New Manager has been hired and will be invited to the next TAG meeting.

4.3.4 Okotoks

- Staff visited an open house held in Aldersyde by FOGDOG Energy. The company had previously contacted the Landfill.
- P. Lyons advised that next week (September 15, 2023) Okotoks will offer their compost give way to residents.

4.3.5 Nanton

- B. Woytiuk reported their bio solid optimization has taken a turn for the better. The rental of a 6-channel filter pump will end in October. He will work with J. Angevine on their bio solids management program or other local alternatives.
P. Lyons agreed to have a sample from the Town of Nanton be brought in to test in the dehydrator.
- Nanton has an abundance of wood chips and are looking for ways to decrease their supply.

5. NEXT MEETING

The next meeting will be held on Thursday, December 7, 2023.

6. ADJOURNMENT

Chair Lyons adjourned the September 7, 2023 Foothills Regional Services Commission Technical Advisory Group Meeting at 11:35 p.m.