



AGENDA
Foothills Regional Services Commission
Waste Water Operations
Monday December 18, 2023
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 November 30, 2023 in the amount of \$9,615.11 be accepted for payment.

*ACCOUNTS PAYABLE
Recommendation: The Accounts Payable dated December 18, 2023 in the amount of \$5,320.40 be accepted for payment.
6. BUSINESS
 - A. Frank Lake Lift Station/Pipeline Update – Harry Riva Cambrin.
 - B. *Waste Water Flow Table – November 2023.
 - C. *2024 Budget – Christine Hummel.
 - a. Frank Lake 2024 Draft Budget (Pg. 6).
 - b. Frank Lake 2024 Draft Budget 1 Reserve (Pg. 7).
 - D.
 - E.
 - F. Round Table Discussion.
7. NEXT MEETING
Next scheduled Regular meeting held on Monday January 22, 2024 or as determined at the Landfill Operations Meeting.
8. ADJOURNMENT



MINUTES
Foothills Regional Services Commission
Waste Water Operations
Monday November 27, 2023
Zoom Virtual Meeting

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- Officers: Harry Riva Cambrin, CAO
Christine Hummel, Director of Corporate Services
- Directors: Michael Nychyk, Vice-Chair, High River Director
Delilah Miller, Foothills County Director
- Staff: Reginald Hammond, Deputy Director of Corporate Services
Courtney Russell, Landfill Coordinator
Krista Conrad, Legislative Services Assistant
- Absent: Rachel Swendseid, Chair, Okotoks Director
- Meeting
Call to Order: Vice-Chair Michael Nychyk called the meeting to order at 10:18 a.m.
- Additions: There were no additions to the agenda.
- Agenda Adoption: **RESOLUTION 132/2023**
Moved by Director Delilah Miller that the agenda be accepted as presented.

CARRIED
- Minutes: **RESOLUTION 133/2023**
Moved by Director Delilah Miller that the minutes of the meeting held Monday October 23, 2023 be accepted as presented.

CARRIED
- Operations Update: Frank Lake Lift Station/ Pipeline Update – Harry Riva Cambrin

1. No issues to report.
- Waste Water Flows: Discussed the Waste Water flows for October 2023.

RESOLUTION 134/2023
Moved by Director Delilah Miller that the Waste Water Volumes for October 2023 be accepted for information.

CARRIED
- Next Meeting: Next Organizational and Regular meetings on Monday December 18, 2023 at 9:30 a.m., by Zoom virtual meeting.
- Adjournment: Vice-Chair Michael Nychyk adjourned the meeting at 10:24 a.m.

Chairman

CAO

Foothills Regional Services Commission - Frank Lake
Accounts for Approval
November 30, 2023

<u>Cheque #</u>	<u>Vendor Name</u>	<u>Cheque Amt</u>
1759	Foothills County Inv 32908, 32941, 32975 admin fee Jul-Dec/23, insurance	\$6,138.56
1760	Town of High River Inv 104593 - Oct/23 maintenance	\$1,014.94
Cheque Total		\$7,153.50

Preauthorized Payments

2023-11-20	Telus Communications	\$136.62
2023-11-28	Alberta Municipal Services Corp (power)	\$2,324.99
Pre-Authorized Payment Total		\$2,461.61
Grand Total		\$9,615.11

Foothills Regional Services Commission - Frank Lake
Accounts for Approval
December 18, 2023

<u>Cheque #</u>	<u>Vendor Name</u>	<u>Cheque Amt</u>
1761	Town of High River Inv 104704, 104705 -Nov/23 maint., phone	\$1,021.08
Cheque Total		\$1,021.08

Preauthorized Payments

2023-12-19	Telus Communications	\$136.62
2023-12-28	Alberta Municipal Services Corp (power)	\$4,162.70
Pre-Authorized Payment Total		\$4,299.32
Grand Total		<u><u>\$5,320.40</u></u>

Table 1: 2023 YTD Breakdown of Wastewater Pumped to Frank Lake

2023	Total Flow to Frank Lake 000,000 IG	Average Flow to Frank Lake IGPM	Total Flow from Cargill 000,000 IG	Average Flow from Cargill IGPM	Total Flow from High River 000,000 IG	Average Flow from High River IGPM	Total Flow from F.C. 000,000 IG	Average Flow from F.C. IGPM
Jan-23	68.7	1539	43.9	983	24.7	553	0.1	2
Feb-23	58.8	1458	36.8	881	21.8	541	0.1	2
Mar-23	66.8	1496	41.3	925	25.3	627	0.1	2
Apr-23	61.1	1414	34.5	799	26.4	611	0.1	2
May-23	65.5	1467	34.5	773	30.7	711	0.1	2
Jun-23	61.7	1428	34.0	787	27.6	639	0.2	5
Jul-23	62.5	1400	38.0	851	24.1	540	0.1	2
Aug-23	59.2	1326	36.0	806	22.8	511	0.1	2
Sep-23	62.5	1400	39.1	876	23.2	520	0.1	2
Oct-23	66.7	1494	40.3	903	26.3	589	0.1	2
Nov-23	67.0	1501	41.2	923	25.3	567	0.4	9
Dec-23	0.0	0	0.0	0	0.0	0	0.0	0
YTD Totals	701		420		278		1.5	

Table 2: Historical Flows to Frank Lake

Month	2014 Total Flow 000,000 IG	2015 Total Flow 000,000 IG	2016 Total Flow 000,000 IG	2017 Total Flow 000,000 IG	2018 Total Flow 000,000 IG	2019 Total Flow 000,000 IG	2020 Total Flow 000,000 IG	2021 Total Flow 000,000 IG	2022 Total Flow 000,000 IG
January	80	68	65	60	54	60	60	60	64
February	107	64	57	55	52	55	57	57	57
March	37	74	65	64	61	65	66	65	65
April	91	68	61	62	65	58	43	61	64
May	94	73	65	67	67	65	61	64	68
June	105	73	65	71	62	67	71	66	76
July	74	71	67	63	58	72	68	71	75
August	71	64	71	62	58	67	62	69	67
September	76	66	65	60	57	67	61	60	64
October	72	66	69	62	58	67	64	65	68
November	73	60	62	61	59	64	64	60	66
December	71	59	60	58	57	58	62	58	63
Totals:	952	806	772	745	708	765	739	756	797

**Foothills Regional Services Commission
Frank Lake Operations
2024 Operating Budget
December 18, 2023
Final**

	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget
Revenue					
Pumping Revenue	142,822	141,567	144,120	146,737	149,417
Other Interest	22,000	30,000	30,750	31,519	32,307
Other Income	7,500	7,500	7,500	7,500	7,500
Total Revenues	172,322	179,067	182,370	185,755	189,224
Expenditures					
Power and Heat	40,000	42,000	43,050	44,126	45,229
Phone	1,700	1,700	1,743	1,786	1,831
Maintenance Contract	22,000	22,000	22,550	23,114	23,692
Insurance	1,200	1,200	1,230	1,261	1,292
Audit & Legal	2,000	2,000	2,050	2,101	2,154
Administration	10,000	10,300	10,506	10,716	10,930
Amortization	134,489	129,467	129,467	129,467	129,467
Repairs	27,300	25,000	25,625	26,266	26,922
Engineering Services	5,000	5,000	5,000	5,000	5,000
Bank Charges	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Total Expenditure	243,689	238,667	241,221	243,837	246,517
Excess of Revenues over Expenditures	-71,367	-59,600	-58,850	-58,082	-57,294
Add Back Amortization	134,489	129,467	129,467	129,467	129,467
Transfer From (To) Reserves	-63,122	-69,867	-70,617	-71,386	-72,173
Surplus (Deficit)	0	0	0	0	0

Frank Lake Operations

Equipment Replacement Reserve

Balance December 31, 2022	\$ 546,264.09
2023 budgetted transfer to reserve	63,122.00
2024 budgetted transfer to reserve	<u>69,867.00</u>
Projected Balance December 31, 2024	<u><u>\$ 679,253.09</u></u>