



AGENDA
Foothills Regional Services Commission
Waste Water Operations
Monday March 25, 2024
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 February 26, 2024 be accepted as presented.
5. *ACCOUNTS PAYABLE
Recommendation: The Accounts Payable dated March 25, 2024 in the amount of \$5,283.42 be accepted for payment.
6. BUSINESS
 - A. Frank Lake Lift Station/Pipeline Update – Harry Riva Cambrin.
 - B. *Waste Water Flow Table – February 2024.
 - C. *Draft Statement of Financial Activities and Change in Fund Balance dated December 31, 2023 – Christine Hummel.
 - D. *2023 Reserve Transfer – Chrstine Hummel.
 - E.
 - F.
 - G. Round Table Discussion.
7. NEXT MEETING
Next scheduled Regular meeting held on Monday April 22, 2024 or as determined at the Landfill Operations Meeting.
8. ADJOURNMENT



MINUTES
Foothills Regional Services Commission
Waste Water Operations
Monday February 26, 2024
Zoom Virtual Meeting

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

Directors: Rachel Swendseid, Chair, Okotoks Director
Michael Nychyk, Vice-Chair, High River Director
Delilah Miller, Foothills County Director

Staff: Reginald Hammond, Deputy Director of Corporate Services
Krista Conrad, Legislative Services Assistant

Meeting
Call to Order: Chair Rachel Swendseid called the meeting to order at 10:14 a.m.

Additions: There were no additions to the agenda.

Agenda Adoption: **RESOLUTION 021/2024**
Moved by Director Michael Nychyk that the agenda be accepted as presented.

CARRIED

Minutes: **RESOLUTION 022/2024**
Moved by Director Delilah Miller that the minutes of the meeting held Monday January 22, 2024 be accepted as presented.

CARRIED

Accounts Payable: **RESOLUTION 023/2024**
Moved by Director Michael Nychyk that the accounts payable dated February 26, 2024, in the amount of \$5,100.18 be accepted for payment.

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 January 2024.

RESOLUTION 024/2024
Moved by Director Delilah Miller that the Waste Water Volumes for January 2024 be accepted for information.

CARRIED

There was round table discussion.



MINUTES
Foothills Regional Services Commission
Waste Water Operations
Monday February 26, 2024
Zoom Virtual Meeting

Next Meeting: Next meeting on Monday March 25, 2024 at 9:30 a.m., by Zoom virtual meeting.

Adjournment: **RESOLUTION 025/2024**
Moved by Director Michael Nychyk that the Foothills Regional Services Commission – Waste Water Operations meeting of February 26, 2024 be adjourned at 10:22 a.m.

CARRIED

Chairman

CAO

Foothills Regional Services Commission - Frank Lake
Accounts for Approval
March 25, 2024

<u>Cheque #</u>	<u>Vendor Name</u>	<u>Cheque Amt</u>
1764	Town of High River Inv 106182 - Feb/24 maintenance	\$1,066.44
Cheque Total		<u>\$1,066.44</u>

Preauthorized Payments

2024-03-19	Telus Communications	\$136.61
2024-03-28	Alberta Municipal Services Corp (power)	\$4,080.37
Pre-Authorized Payment Total		<u>\$4,216.98</u>
Grand Total		<u><u>\$5,283.42</u></u>

Table 1: 2024 YTD Breakdown of Wastewater Pumped to Frank Lake

2024	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-24	67.7	1517	40.2	901	26.7	598	0.6	13
Feb-24	62.5	1550	36.6	876	24.7	613	1.1	27
Mar-24	0.0	0	0.0	0	0.0	0	0.0	0
Apr-24	0.0	0	0.0	0	0.0	0	0.0	0
May-24	0.0	0	0.0	0	0.0	0	0.0	0
Jun-24	0.0	0	0.0	0	0.0	0	0.0	0
Jul-24	0.0	0	0.0	0	0.0	0	0.0	0
Aug-24	0.0	0	0.0	0	0.0	0	0.0	0
Sep-24	0.0	0	0.0	0	0.0	0	0.0	0
Oct-24	0.0	0	0.0	0	0.0	0	0.0	0
Nov-24	0.0	0	0.0	0	0.0	0	0.0	0
Dec-24	0.0	0	0.0	0	0.0	0	0.0	0
YTD Totals	130		77		51		1.7	

Table 2: Historical Flows to Frank Lake

Month	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	2023 Total Flow 000,000 IG
January	68	65	60	54	60	60	60	64	69
February	64	57	55	52	55	57	57	57	59
March	74	65	64	61	65	66	65	65	67
April	68	61	62	65	58	43	61	64	61
May	73	65	67	67	65	61	64	68	65
June	73	65	71	62	67	71	66	76	62
July	71	67	63	58	72	68	71	75	62
August	64	71	62	58	67	62	69	67	59
September	66	65	60	57	67	61	60	64	63
October	66	69	62	58	67	64	65	68	67
November	60	62	61	59	64	64	60	66	67
December	59	60	58	57	58	62	58	63	67
Totals:	806	772	745	708	765	739	756	797	768

Foothills Regional Services Commision
Frank Lake Operations
Draft Statement of Financial Activities and Change in Fund Balance
For the year ended December 31, 2023

	<u>2023</u>		
	<u>Budget</u>	<u>2023</u>	<u>2022</u>
Revenues			
Pumping revenue	\$ 142,822	\$ 101,736	\$ 102,028
Interest	22,000	34,091	13,880
Other income	7,500	7,430	7,430
	<u>\$ 172,322</u>	<u>\$ 143,257</u>	<u>\$ 123,338</u>
Expenses			
Materials, goods and utilities	\$ 41,700	\$ 40,219	\$ 42,494
Contracted and general services	22,000	12,591	14,281
Professional fees	7,000	1,780	1,700
Insurance	1,200	1,054	1,011
Administration fee	10,000	10,000	7,500
Amortization	134,489	129,467	129,467
repairs	27,300	1,049	
	<u>\$ 243,689</u>	<u>\$ 196,160</u>	<u>\$ 196,453</u>
EXCESS OF REVENUES OVER EXPENSES FOR THE YEAR	\$ (71,367)	\$ (52,903)	\$ (73,115)
Transfer to capital			
Transfer (to) from reserve	<u>(63,122)</u>	<u>(63,122)</u>	<u>(55,000)</u>
Change in fund balance	\$ (134,489)	\$ (116,025)	\$ (128,115)

**Foothills Regional Services Commission
Reserves
December 31, 2023**

Frank Lake Operations

Equipment Replacement Reserve

Balance December 31, 2022	\$	546,264.09	
Transfer to reserve		<u>66,122.00</u>	
Balance December 31, 2023	\$	<u><u>612,386.09</u></u>	4.95.00.710