



**AGENDA**  
**Foothills Regional Services Commission**  
**Waste Water Operations**  
Monday January 27, 2025  
Zoom Virtual Meeting

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\*enclosure

1. CALL TO ORDER
2. ADDITIONS TO AGENDA
3. ADOPTION OF AGENDA
4. \*ACCEPTANCE OF THE FRSC ORGANIZATIONAL MINUTES FROM PREVIOUS MEETING  
*Recommendation:* The minutes of the meeting held on Monday December 16, 2024 be accepted as presented.
5. \*ACCEPTANCE OF THE FRSC MINUTES FROM PREVIOUS MEETING  
*Recommendation:* The minutes of the meeting held on Monday December 16, 2024 be accepted as presented.
6. \*ACCOUNTS PAYABLE  
*Recommendation:* The Accounts Payable dated January 27, 2025 in the amount of \$20,039.65 be accepted for payment.
7. BUSINESS
  - A. Frank Lake Lift Station/Pipeline Update – Harry Riva Cambrin.
  - B. \*Waste Water Flow Table – December 2024 – Harry Riva Cambrin.
  - C.
  - D.
  - E. Round Table Discussion.
8. NEXT MEETING  
Next scheduled regular meeting held in via Zoom Virtual meeting on February 24, 2025 or as determined at the Landfill Operations Meeting.
9. ADJOURNMENT



**MINUTES**  
**Foothills Regional Services Commission**  
**Waste Water Operations Organizational Meeting**  
Monday December 16, 2024  
Zoom Virtual Meeting

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Officers: Harry Riva Cambrin, CAO

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 Manager  
Courtney Russell, Landfill Coordinator  
Krista Conrad, Legislative Services Assistant

Absent: Christine Hummel, Director of Corporate Services

**ORGANIZATIONAL MEETING**

Call to order: CAO Harry Riva Cambrin called the meeting to order at 10:27 a.m.

Adoption of Agenda: **RESOLUTION 145/2024**  
Moved by Director Rachel Swendseid that the organizational meeting agenda be accepted as presented.

CARRIED

Chair Nominations: Director Delilah Miller nominated Rachel Swendseid as Chair.  
Director Rachel Swendseid accepted the nomination.

No further nominations were received.  
Director Rachel Swendseid was declared Chair by acclamation.

Vice-Chair Nominations: Director Delilah Miller nominated Michael Nychyk as Vice-Chair.  
Director Michael Nychyk accepted the nomination.

No further nominations were received.  
Director Michael Nychyk was declared Vice-Chair by acclamation.

Banking/Signing Officers: **RESOLUTION 146/2024**  
Moved by Director Michael Nychyk that the banking/signing officers shall be the Vice-Chair, Director Delilah Miller, CAO & Director of Corporate Services.

CARRIED

Meeting Time and Date: **RESOLUTION 147/2024**  
Moved by Director Michael Nychyk that the meeting time and date remain the fourth Monday of each month, immediately following the Landfill Operations meeting or at the call of the Chair.

CARRIED

Adjournment: **RESOLUTION 148/2024**  
Moved by Director Rachel Swendseid that the meeting be adjourned at 10:30 a.m.

CARRIED



**MINUTES**

**Foothills Regional Services Commission**

**Waste Water Operations Organizational Meeting**

Monday December 16, 2024

Zoom Virtual Meeting

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\_\_\_\_\_  
Chairman

\_\_\_\_\_  
CAO



## MINUTES

### Foothills Regional Services Commission

### Waste Water Operations

Monday December 16, 2024

Zoom Virtual Meeting

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Officers: Harry Riva Cambrin, CAO

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

Staff: Reginald Hammond, Deputy Director of Corporate Services  
Courtney Russell, Landfill Coordinator  
Krista Conrad, Legislative Services Assistant

Absent: Christine Hummel, Director of Corporate Services

#### Meeting

Call to Order: Chair Rachel Swendseid called the meeting to order at 10:30 a.m.

Additions: There were no additions to the agenda.

Agenda Adoption: **RESOLUTION 149/2024**  
Moved by Director Michael Nychyk that the agenda be accepted as presented.

CARRIED

Minutes: **RESOLUTION 150/2024**  
Moved by Director Delilah Miller that the minutes of the meeting held Monday November 25, 2024 be accepted as presented.

CARRIED

Accounts Payable: **RESOLUTION 151/2024**  
Moved by Director Michael Nychyk that the accounts payable dated December 16, 2024, in the amount of \$4,090.16 be accepted for payment.

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 & November 2024.

**RESOLUTION 152/2024**  
Moved by Director Delilah Miller that the Frank Lake lift station update and Waste Water Volumes for October and November 2024 be accepted for information.



**MINUTES**  
**Foothills Regional Services Commission**  
**Waste Water Operations**  
Monday November 25, 2024  
Zoom Virtual Meeting

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CARRIED

2025 Budget: Reginald Hammond discussed the 2025 Frank Lake Operating Budget.

**RESOLUTION 153/2024**

Moved by Director Michael Nychyk that the 2025 Frank Lake Operating Budget be approved as presented.

CARRIED

Next Meeting: Next meeting on Monday January 27, 2025, immediately following the Landfill Operations meeting.

Adjournment: **RESOLUTION 154/2024**  
Moved by Director Rachel Swendseid that the Foothills Regional Services Commission – Waste Water Operations meeting of December 16, 2024 be adjourned at 10:42 a.m.

CARRIED

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
CAO

**Foothills Regional Services Commission - Frank Lake**  
**Accounts for Approval**  
**January 27, 2025**

| <u>Cheque #</u>     | <u>Vendor Name</u>   | <u>Cheque Amt</u>  |
|---------------------|--|--------------------|
| 1778                | Chamco Industries Ltd.<br>Inv 6024034ADR -pump removal for repairs   | 7,270.20           |
| 1779                | Foothills County<br>Inv 35065 - admin fee July-Dec/24                | \$ 5,150.00        |
| 1780                | Town of High River<br>Inv 107669, 107679 - Dec maintenance,<br>phone | \$ 1,199.44        |
| <b>Cheque Total</b> |  | <u>\$13,619.64</u> |

Preauthorized Payments

|                                     |                            |                           |
|-------------------------------------|----------------------------|---------------------------|
| 12-19-24                            | Telus Communications       | \$136.61                  |
| 12-27-24                            | Alberta Municipal Services | \$3,220.05                |
| 01-19-25                            | Telus Communications       | \$136.61                  |
| 01-29-25                            | Alberta Municipal Services | \$2,926.74                |
| <b>Pre-Authorized Payment Total</b> |                            | <u>\$6,420.01</u>         |
| <b>Grand Total</b>                  |                            | <u><u>\$20,039.65</u></u> |

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

| 2024              | Total Flow to Frank Lake<br>000,000 IG | Average Flow to Frank Lake<br>IGPM | Total Flow from Cargill<br>000,000 IG | Average Flow from Cargill<br>IGPM | Total Flow from High River<br>000,000 IG | Average Flow from High River<br>IGPM | Total Flow from F.C.<br>000,000 IG | Average Flow from F.C.<br>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            | 69.2                                   | 1550                               | 40.2                                  | 901                               | 27.7                                     | 687                                  | 1.2                                | 27                             |
| Apr-24            | 64.7                                   | 1498                               | 34.1                                  | 789                               | 29.6                                     | 685                                  | 0.9                                | 21                             |
| May-24            | 73.9                                   | 1655                               | 34.1                                  | 764                               | 38.6                                     | 894                                  | 1.2                                | 27                             |
| Jun-24            | 70.7                                   | 1637                               | 35.0                                  | 810                               | 34.2                                     | 792                                  | 1.6                                | 37                             |
| Jul-24            | 67.9                                   | 1521                               | 36.1                                  | 809                               | 31.1                                     | 697                                  | 0.6                                | 13                             |
| Aug-24            | 87.3                                   | 1956                               | 61.1                                  | 1369                              | 25.8                                     | 578                                  | 0.4                                | 9                              |
| Sep-24            | 62.4                                   | 1398                               | 35.3                                  | 791                               | 26.4                                     | 591                                  | 0.7                                | 16                             |
| Oct-24            | 57.3                                   | 1284                               | 32.8                                  | 735                               | 24.2                                     | 542                                  | 0.3                                | 7                              |
| Nov-24            | 59.8                                   | 1340                               | 35.9                                  | 804                               | 23.5                                     | 526                                  | 0.3                                | 7                              |
| Dec-24            | 60.2                                   | 1349                               | 34.6                                  | 775                               | 25.1                                     | 562                                  | 0.4                                | 9                              |
| <b>YTD Totals</b> | <b>804</b>                             |                                    | <b>456</b>                            |                                   | <b>338</b>                               |                                      | <b>9.3</b>                         |                                |

**Table 2: Historical Flows to Frank Lake**

| Month          | 2015<br>Total Flow<br>000,000 IG | 2016<br>Total Flow<br>000,000 IG | 2017<br>Total Flow<br>000,000 IG | 2018<br>Total Flow<br>000,000 IG | 2019<br>Total Flow<br>000,000 IG | 2020<br>Total Flow<br>000,000 IG | 2021<br>Total Flow<br>000,000 IG | 2022<br>Total Flow<br>000,000 IG | 2023<br>Total Flow<br>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                               |
| <b>Totals:</b> | <b>806</b>                       | <b>772</b>                       | <b>745</b>                       | <b>708</b>                       | <b>765</b>                       | <b>739</b>                       | <b>756</b>                       | <b>797</b>                       | <b>768</b>                       |