

Council Report

Don Faulkner

February 20, 2024

High Performance Governance is all about our **Organizational Ability to Lead, Imagine New Possibilities and Achieve Operational Excellence.**

Jan. 10/24, Seniors Meeting

- It was canceled due to inclement weather.

Jan. 15/24, Regular Council Meeting

- Please refer to the Town's Web Site for agenda and minutes.

Jan. 17/24, Leduc & District Regional Waste Management Commission Board Meeting

- Presentation, Prairie Robotics – Organics AI, Sam Dietrich and Jenny English with Prairie Organics provided virtual presentation regarding the City of Leduc Organics Artificial Intelligence (AI) program. The pilot project has been underway for over a one year and has been successful in improving organics contamination levels. The presentation had a lot of information on how they use the information gathered through the program and suggests that all of those collecting organics implement this system. It is highly recommended by Leduc, and **I feel that we must first get a organics collection started in 2025 and that as we do, we should incorporate AI at the same time. This would help us get a head start in keeping contamination to a minimum.** It isn't going unnoticed that we do not have an organic collection program.
- **Manager's Report**, PDO Project, some deficiencies have been identified that were not addressed as part of the project management contract. Administration is reviewing to determine any additional costs, which will be discussed at the February Board Meeting. Organics Processing, a total of 1,181 MT of organics were successfully transported off site for composting in 2023. Cell 5 Update, Cell 5 is complete. An insulation layer will be laid in the coming weeks. Site Activities and Security, transition to our new Landfill Operator began January 2, 2024. Minor software issues were noted, but real-time support from Strong Data ensured that there were no interruptions to service to our residential or commercial customers. On site security patrols are being investigated, as 3 vehicular access points were noted through the perimeter fencing. Waste Tonnage, volumes continue to trend higher than last year with 51,038 MT of waste being received at site. Site Improvement, Strong Data has many reporting and data analysis features which we will learn to better utilize in the coming months. New kiosks are being installed on the unattended scale which will allow commercial clients to process their

inbound and outbound transactions autonomously from the scale attendants. New equipment including a Tanna landfill packer promises greater compaction and safety for operators and residents. Collaboration with Other Regions, this collaboration continues on an “as needed” basis. Included in the conversations are Roseridge, Lethbridge, Westlock Regional, Drumheller and recently the addition of Lac La Biche County. Topics of discussion included scale RFP’s, the benefits of contractor over municipally owned facilities, PDO bin tenders, scale software vendors, etc. Soils Inventory, soils will finish the year at roughly 106,000 MT to a budget of 80,000. Existing client commitments and an uncertain soils market for 2024 made it advantageous to receive this amount. Health and Safety, E360 has fully implemented their health and safety plan which includes daily safety meetings, hazard assessments, an emergency response plan and health and safety audits. Site Inspections, site inspections were conducted on December 18, 2023. Goodwill Pilot Project, the pilot concludes in May 2024. We are working with Goodwill on drafting a 5-year agreement. FOIP Request, The City of Leduc received a FOIP access to information request regarding the RFP for Site Operations and Maintenance. Specifically, the winning proponents bid and resulting contract awarded were requested. More information, action list and attachments available upon request.

- **Policy Review**, Policy A-1, A-4, A-5, A-6, F-4 & O-1, in consideration of the Commission hiring a Director of Operations in May 2023, the Board requested that Administration review existing policies to identify and recommend revisions that reflect this change to operations. Policy H-1, H-2 & H-3, considering the Commission is now an employer, Administration further recommends that the Board adopt the following new Human Resources policies relating to the Director of Operations. Policies (with highlighted changes) are available upon request.
- **Strategic Plan Review**, The Strategic Plan was brought to the Board for annual review on October 25, 2023. During this discussion, the Board suggested that the Commission develop a map that identifies and promotes the various waste, transfer, and recycling sites available to the public within the region. Lee Harris has developed a Community Waste Resources chart, which is attached to this report, available upon request.
- **Diversion Initiatives**, Drywall, New West Gypsum will bulk clean drywall and ship it back to the manufacturers for use in new drywall at a 15% recycle mix. Any fines that remain are sent out for soil remediation. The paper is shipped out to farms for cattle bedding; when saturated the paper is spread on fields as fertilizer. Administration recommends that the Board approve a 6-month pilot project to determine how much material is brought to site and actual costs to process. Concrete, clean concrete has road/ramp construction use on site once crushed. Stockpiles of clean crushed concrete will reduce the necessity to purchase gravel in the future. Administration recommends that the Board amend the clean concrete rate to align with other facilities, and to reflect this materials value to the site. Wood, wood has uses on site in road/ramp construction, as well as a moisture absorbing layer for wet weather areas. With compost facilities in both

Roseridge and Claystone at capacity, there may be a market for wood as a carbon amendment in 2024. Scrap Metal, With the onset of the new Operators Contract, 100% of the revenue from recycled material flows back to the Commission. As such, it is in our best interest to source a metal recycler that offers the best service and provides the best return for this commodity. Styrofoam, the StyroGo pilot project is scheduled to commence in May 2024.

- **Public Open House**, we will host this event on Saturday, June 15 or June 22, 2024, from 1:00 p.m. – 4:00 p.m...

Jan. 18/24, Capital Region Southwest Water Service Commission Board Meeting

- **Manager's Report:** Nisku Booster Station, the west water line installation, including all boring under the QEII, is now complete less tie-ins to the EPCOR main which will be done in Spring. EPCOR Agreement Amendments, the amending agreement from EPCOR to modify the new demarcation points has been received by Administration and is being reviewed prior to bringing it forward to the board for approval and execution. The City of Beaumont Utility Master Plan, Administration completed a review of Beaumont's draft master plan and provided comments on the potable water sections as it pertained to CRSWSC supply assumptions and provided those comments on December 20, 2023. Municipal Developments, Administration has drafted a letter to all member municipalities as a reminder to notify the CRSWSC for all subdivision and statutory plan approvals in proximity to Commission infrastructure, Calmar was acknowledged as being pro-active in this regard. Stats Canada Core Infrastructure Survey, the survey was completed and submitted on November 17, 2023, prior to the deadline. Stats Canada Job Vacancy and Wage Survey, this survey was completed and submitted by Administration in advance of the deadline. Regional Water Customer's Group (RWCG), Further to the November 16 board meeting update, the minutes from the referenced RWCG meeting on October 31, 2023, are available upon request. RWCG The Cost-of-Service Discussion, the group reviewed the hydraulic model and assumptions used to determine which pipes are classified as transmission mains and thus are costs shared with the Regional Water Customers Group, more information available upon request. EPCOR Water Treatment Plant Flood Protection, if flooding occurred, the water treatment plant would be inoperable for 3 to 10 months with near-zero capacity for 3 to 6 months. This would result in a projected \$140 million in expenses to truck in water, and a loss of an estimated \$28-45 billion dollars in GDP. EPCOR has started work to increase flood protection measures at both locations and plans to increase the plants' protection to a 1:500-year return period flood by 2027. Water Treatment Plant Tour, Administration is proposing that the tour take place immediately before the regularly scheduled May 16, 2024, board meeting. Drought Conditions in Alberta, the CRSWSC encourages members to review the water demand management process that is available on the crswsc.ca website (<https://crswsc.ca/about/#policies>) to ensure your

municipality is prepared for what actions to take in case of water restrictions. Building Valuation & Loss Control Program, CRSWSC received a follow up from Suncorp Valuations, stating that the results will be provided to us by AB municipalities team after they have updated their system with the costs, they were provided by Suncorp Valuations. Millet Transmission Main Water Break, on December 20 the on-call operator received low pressure alarms at both Robinson and Millet reservoirs, early December 21, Nikiforuk was contracted to perform the repair as an emergency repair. Water was trucked out to Millet to maintain acceptable reservoir levels. The repair was completed around 9:00 pm, and both reservoirs were placed back into automated fill by 10:00 pm. EIA Reservoir 2, the CRSWSC is still awaiting completion of the work required at EIA Reservoir 2 prior to providing acceptance certificates (FAC) of the donated assets from the EIA. EIA Reservoir 1 Roof Hatch, during their scheduled work the level sensors for R1 were disconnected by the contractor during the hatch work, level sensors were restored on November 16. Armena Line Locates, CRSWSC was unable to find the line based on our GIS and ultimately contracted a third-party excavation company that was successful in daylighting the pipe at multiple locations. Highway 21 Electrical Issues, the commission had Associated Engineering perform an inspection on the incoming power to the Variable Frequency Drive's (VFD) and pumps. Commission Facility Locates, Commission operators completed 708 Utility Safety Partner locates in 2023 on Commission facilities, as compared to 355 in 2022.

- **Treasurer's Report:** 2023 Financial Update, the financial reports have been prepared up to Dec 31, 2023. After twelve months of operations, there should be 100% of the budget spent. Management expenses are under budget with 89% of the budget spent and operating expenses are slightly over budget for the year by 3%, more details available upon request. 2023 Audit, the Commission Auditors, MNP LLP are scheduled to complete the 2023 audit field work in February 2024. The audit report and findings along with the Commission's final financial results will be presented at the AGM on April 18, 2024. Statements of Operations, Financial Position, and Capital Summary to Dec. 31/23, available upon request. Final Budget Report, the CRSWSC Board of Directors adopt the 2024 Final Operating & Capital Budget as presented, with total revenues and transfers from reserves of \$10,519,413 and total expenditures and transfers to reserves of \$10,519,413.
- **Policies Reviewed/Updated/Formatted**, this was done to provide consistency and align review dates for efficiency. More information available upon request.

Jan. 19/24, Chamber Luncheon

- Great insights brought forward by ATB's analyst, I heard be cautiously optimistic, build flexibility into plan.

Jan. 24/24, 39/20, Alliance AGM,

- 2023 Financials, bank balance \$73,155.00.
- Virtual Town Hall – Joint Advocacy for Nurse Practitioners in Alberta, date, and time to be set when response is received from Government of Alberta as to their availability.
- Organization to remain in “hibernation” with semi-annual communications through Mayors.

Jan. 31/24, School Board Supper Meeting

- Cancelled