



**MINUTES**  
**Foothills Regional Services Commission**  
**Landfill Operations**  
Monday September 23, 2024 at 9:30 a.m.  
Zoom Virtual Meeting

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

Directors: Delilah Miller, Chair, Foothills County Director  
Rachel Swendseid, Okotoks Director  
Michael Nychyk, High River Director  
Hazel Martin, Diamond Valley Director  
Dave Mitchell, Nanton Director

Staff: Reginald Hammond, Deputy Director of Corporate Services  
Joe Angevine, Landfill Manager  
Hollis Jacobsen, Manager of Information Services  
Courtney Russell, Landfill Coordinator  
Krista Conrad, Legislative Services Assistant

Guests: Tom Gilliss, K2 Engineering Ltd.  
Adam Sullo, Aplin & Martin Consultants Ltd.

Meeting Call  
to Order: Chair Delilah Miller called the meeting to order at 9:31 a.m.

Additions: There was one addition to the agenda. Round Table Discussion – Landfill Fire  
Director Rachel Swendseid.

Agenda Adoption: **RESOLUTION 098/2024**  
Moved by Director Dave Mitchell that the agenda be accepted as presented with  
one addition to the agenda. Round Table Discussion – Landfill Fire.

CARRIED

Minutes: **RESOLUTION 099/2024**  
Moved by Director Hazel Martin that the minutes of the meeting held on Monday  
August 26, 2024 be accepted with one amendment to Resolution 091/2024.

CARRIED

Accounts Payable: **RESOLUTION 100/2024**  
Moved by Director Rachel Swendseid that the accounts payable dated  
September 23, 2024 in the amount of \$216,678.73 be accepted for payment.

CARRIED



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Tonnage Reports:        **RESOLUTION 101/2024**  
Moved by Director Hazel Martin that the tonnage reports for the month of August 2024 be accepted as presented.

CARRIED

Operations Update:    Joe Angevine

1. Litter fencing being installed currently. Finishing up this week.
2. Trommel compost screening complete. Using some of the material for biocover.
3. Design build RFP for shop closed, but all 6 bids were missing key elements. Will be reposted for 2 weeks and hope to have compliant bids and recommendations for the next meeting.
4. Attended grand opening and tour of Catapult composting facility. They are taking our green wood chip for their bio filter. No charge to us and they will haul it offsite.
5. Household Hazardous Waste roundups held at Diamond Valley & Priddis transfer sites on September 14<sup>th</sup>. Both sites were well attended.
6. Ongoing discussions with AEP about Phyto-remediation for leachate management.
7. Second half of biocover should be complete by mid-October. Extending to south end of site next year.

Fibre Optic Services:    Harry Riva Cambrin discussed the 30% Design Basis Memorandum – Fibre Optic Service Expansion prepared by: Aplin & Martin Consultants Ltd.

**RESOLUTION 102/2024**

Moved by Director Hazel Martin that the Board accept the 30% Design Basis Memorandum – Fibre Optic Service Expansion prepared by: Aplin & Martin Consultants Ltd. for information as presented.

CARRIED

Adam Sullo, Tom Gilliss and Hollis Jacobsen left the meeting at 10:12 a.m.

Preliminary Statement of Operating Revenues & Expenses dated August 31, 2024 – Christine Hummel.



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**RESOLUTION 103/2024**

Moved by Director Hazel Martin that the Board accept the Preliminary Statement of Operating Revenues & Expenses dated August 31, 2024 for information, as presented.

CARRIED

Financial Audit Proposal 2024-2028 (5 years) – Christine Hummel.

1. The current audit contract ends December 31, 2024, Administration put out a request for financial audit and assurance services.
2. Two firms responded: Avail LLP Chartered Professional Accountants and Meyers Noris Penny (MNP). After careful evaluation using criteria that was made public, Avail LLP came out as the successful proponent with fees starting at \$10,000 for the 2024 year-end for the Foothills Regional Services Commission. Incremented up \$500/year after. 80% billed to the Landfill and 20% to Frank Lake.

**RESOLUTION 104/2024**

Moved by Director Rachel Swendseid that the Board award the five-year contract for financial audit and assurance services for the years ending December 31, 2024-2028 to Avail LLP Chartered Professional Accountants.

CARRIED

Next Meeting: Next scheduled in person meeting held on Monday October 28, 2024, by Zoom virtual meeting.

Adjournment: **RESOLUTION 105/2024**  
Moved by Director Dave Mitchell that the September 23, 2024 Foothills Regional Services Commission – Landfill Operations meeting be adjourned at 10:22 a.m.

CARRIED

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Chairman

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CAO