



MINUTES
Foothills Regional Services Commission
Waste Water Operations
Monday September 23, 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
Courtney Russell, Landfill Coordinator
Krista Conrad, Legislative Services Assistant
- Meeting
Call to Order: Chair Rachel Swendseid called the meeting to order at 9:55 a.m.
- Additions: There was one addition to the agenda. 6C. Financial Audit Proposal 2024-2028.
- Agenda Adoption: **RESOLUTION 106/2024**
Moved by Director Michael Nychyk that the agenda be accepted with one addition to the agenda 6C. Financial Audit Proposal 2024-2028 – Christine Hummel.

CARRIED
- Minutes: **RESOLUTION 107/2024**
Moved by Director Delilah Miller that the minutes of the meeting held Monday August 26, 2024 be accepted as presented.

CARRIED
- Accounts Payable: **RESOLUTION 108/2024**
Moved by Director Delilah Miller that the accounts payable dated September 23, 2024, in the amount of \$2,575.57 be accepted for payment.

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

1. Lift station roof is failing. Looking into quotes for replacement.
- Waste Water Flows: Discussed the Waste Water flows for August 2024.

RESOLUTION 109/2024
Moved by Director Michael Nychyk that the Frank Lake lift station update and Waste Water Volumes for August 2024 be accepted for information.

CARRIED



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

1. The current audit contract ended 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 110/2024

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

There was round table discussion.

Next Meeting: Next meeting on Monday October 28, 2024 at 9:30 a.m., immediately following the Landfill Operations meeting.

Adjournment: **RESOLUTION 111/2024**
Moved by Director Rachel Swendseid that the Foothills Regional Services Commission – Waste Water Operations meeting of September 23, 2024 be adjourned at 10:33 a.m.

CARRIED

Chairman

CAO