

MINUTES

SHEEP RIVER REGIONAL UTILITY CORPORATION BOARD OF DIRECTORS MEETING

Thursday, April 14, 2016
Municipal Office - Council Chambers 1:00 p.m.

ATTENDEES: Barry Williamson, Director Town of Turner Valley
Randy Boras, Director Town of Turner Valley
Kelly Tuck, Director Town of Turner Valley
Sharlene Brown, Director Town of Black Diamond
Joanne Irwin, Director Town of Black Diamond
Delilah Miller, Board Chairman, Director MD of Foothills #38
Mike Ross, Director Town of Black Diamond
Lynda Cooke, Recording Secretary
John McDonnell, Brownlee, Legal Counsel

ABSENT: Recording Secretary, Heather Thomson

1. CALL TO ORDER

Meeting called to order by Delilah Miller at 1:10 p.m.

2. ACCEPTANCE OF AGENDA

Motion by Director Tuck that the April 14, 2016 agenda be accepted with the addition of one item
4.6 Post Office Box availability to SRRUC.

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

Motion by Joanne Irwin to adopt previous minutes

CARRIED

4.1 Resignation of Board Members and Process for New Board Members.

SRRUC Board has received resignation from Director Randy Boras, Turner Valley's appointed Director.

J. McDonnell of Brownlee reviewed the process for appointing Board Members advising a Council resolution is required from the replacing party to appoint a new member.

4.2 Resignation of Officers

Randy Boras notified the Board that he resigns as Vice-Chair effective April 30th. There will be a vacancy of the Vice-Chair position. The Board recommended the vacancy be reviewed and a new Vice-Chair be appointed at the next board meeting.

4.3 Designation of Signing Authority

J. McDonnell advised it is not a requirement to have a Director appointed as a signing authority, he further suggested it is good practice to have two signing authorities.

Motion by Director Tuck that Barry Williamson and Mike Ross be designated as signing authorities for the Sheep River Regional Utility Corporation.

CARRIED

4.4 Engagement of Administrative Services

Discussion regarding engagement of services for SRRUC.

Motion by Director Boras to move this discussion to the governance committee agenda.

CARRIED

4.5 Purchase of Insurance

Motion by Director Williamson to move this discussion to the governance committee agenda.

CARRIED

4.6 Post Office Update

Director Williamson advised we have received confirmation of the availability of a post box for SRRUC. A civic address is required and the cost is \$160/year.

Motion by Kelly Tuck to obtain the post office box at the annual fee of \$160 per year and to obtain the box using Town of Turner Valley's civic address.

CARRIED

Action: the mailing address is to be sent to J. McDonnell at Brownlee when received.

3. ADJOURNMENT

Meeting adjourned by Vice-Chair Boras at 1:25 p.m.