



MINUTES

Sheep River Regional Utility Corp.

Board of Directors Meeting

Thursday April 16, 2020 at 1:00 p.m.

Turner Valley Municipal Office – Council Chambers

Officers: Harry Riva Cambrin, CEO SRRUC
Christine Hummel, SRRUC Treasurer

Directors: Delilah Miller, Chair Foothills County Director
John Waring, Turner Valley Director
Lana Hamilton, Turner Valley Director
Cindy Holladay, Turner Valley Director
Sharlene Brown, Black Diamond Director
Jackie Stickel, Black Diamond Director
Ruth Goodwin, Black Diamond Director

Staff: Todd Sharpe, Town of Turner Valley CAO
Dennis Leis, Utilities Foreman
Jeff Edgington, Foothills County Manager of Infrastructure

Guest: Barry Williamson, WWAC
James Nakashima, Avail LLP

Meeting

Call to Order: Chair Delilah Miller called the Meeting to order at 1:04 p.m.

Additions: There were no additions to the agenda.

Agenda

Adoption: **RESOLUTION 11/2020**
Moved by Director Ruth Goodwin that the Board accept the April 16, 2020 agenda as presented.

CARRIED

Minutes: **RESOLUTION 12/2020**
Moved by Director Jackie Stickel that the Board accept the minutes of the meeting held on Thursday February 20, 2020 as presented.

CARRIED

Accounts

Payable: **RESOLUTION 13/2020**
Moved by Director Lana Hamilton that the accounts payable dated March 19, 2020 in the amount of \$63,343.59 and April 16, 2020 in the amount of \$41,790.46 be accepted as presented.

CARRIED



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Statement of
Operating
Revenues &
Expenses:

Christine Hummel discussed Statement of Operating Revenues & Expenses.

RESOLUTION 14/2020

Moved by Director Sharlene Brown that the Statement of Operating Revenues and Expenses dated February 28, 2019 be accepted as presented.

CARRIED

Jeff Edgington entered the meeting at 1:21 p.m.

RESOLUTION 15/2020

Moved by Director Ruth Goodwin that administration draft a letter to Alberta Environment and Parks (AEP) regarding the relaxation of water testing.

CARRIED

Capital
Reserves:

Christine Hummel discussed the Transfer to 2019 Capital Reserves.

RESOLUTION 16/2020

Moved by Director Cindy Holladay that the Board amend the 2019 transfer to capital reserves to \$18,500.00.

CARRIED

Operations
Update:

Dennis Leis & Harry Riva Cambrin discussed.

1. Plant is running fine with no issues.
2. 3-month stockpile of supplies in case of shortages.
3. Reservoir level dropping, down 1.5 meters from full level.
4. Working with MPE & Stantec to get well 5 back up running. Otherwise, a license transfer is an option.
5. AEP pushed lead testing to 2021. No written communication received as of yet.

Todd Sharpe entered the meeting at 1:31 p.m.

James Nakashima entered the meeting at 1:32 p.m.



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RESOLUTION 17/2020

Moved by Director John Waring that the Operations Update be accepted for information as presented.

CARRIED

Financial

Statements: 2019 Consolidated Financial Statement Presentation – James Nakashima, Avail LLP.

RESOLUTION 18/2020

Moved by Director Ruth Goodwin that the Board accept the Consolidated Financial Statements for 2019, as prepared by Avail, LLP.

CARRIED

Monthly Water

Usage Report: Dennis Leis discussed the Monthly Water Usage reports dated February 29, 2020 and March 31, 2020.

RESOLUTION 19/2020

Moved by Director Jackie Stickel that the Monthly Water Usage Reports dated February 29, 2019 and March 31, 2020 be accepted for information.

CARRIED

Communications

Update: Discussed website updates.

Annual

Reports: 2019 Annual Reports – Turner Valley & Millarville Crossing – Harry Riva Cambrin & Dennis Leis discussed.

RESOLUTION 20/2020

Moved by Director Lana Hamilton that the 2019 Annual Reports be accepted for information as presented.

CARRIED

Old Business: Discussed old business from WWAC meeting on February 3, 2020.

1. Discussed SRRUC water testing requirements.
Action: Dennis Leis to provide water sampling reports to WWAC.
2. Annual Review of TOR (Terms of Reference)



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Action: Add to next WWAC meeting Agenda.

3. SRRUC Public Communication Policy discussion.

No public communication policy needed, not required in a corporation

4. Correspondence with Minister.

Action: Post correspondence from Minister on SRRUC website and copy to WWAC.

Westend

Governance: Nothing new to report.

Emergency

Management: Delilah Miller discussed.

1. No formal Emergency Management Policy in place in place.
2. Three month supply of chemical on hand in case of shortage.
3. Staff is practicing physical distancing and self-isolating between work and home.

Action: Business Continuity Plan / Emergency Management Plan.

RESOLUTION 21/2020

Moved by Director Ruth Goodwin that Chairperson Delilah Miller send a thank you letter by email to plant staff.

CARRIED

Round Table Discussion.

Next Meeting: The next scheduled meeting shall be on June 18, 2020 at 1:00 p.m. by electronic communications.

Adjournment: Chair Delilah Miller adjourned the meeting at 2:33 p.m.

SRRUC Chair

SRRUC CEO