



MINUTES

Sheep River Regional Utility Corp.

Board of Directors Meeting

Thursday February 17, 2022 at 1:30 p.m.

Zoom Virtual Meeting

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

Directors: Delilah Miller, Chair Foothills County Director
John Waring, Turner Valley Director
Garry Raab, Turner Valley Director
Hazel Martin, Turner Valley Director
Heather Thomson, Black Diamond Director
Ted Bain, Black Diamond Director
Veronica Kloiber, Black Diamond Director

Staff: Jeff Edgington, Infrastructure Manager
Dennis Leis, Utilities Foreman
Felicia Fairweather, Legislative Services Assistant
Courtney Russell, SRRUC Recording Secretary

Guests: Heather Hemingway, Director of Planning
Allen Littlewood, WWAC
Garry Chan, WWAC

Meeting

Call to Order: Chair Delilah Miller called the Meeting to order at 1:31 p.m.

Additions: There were no additions to the agenda.

Agenda

Adoption: **RESOLUTION 11/2022**
Moved by Director John Waring that the Board accept agenda as presented.

CARRIED

Minutes: **RESOLUTION 12/2022**
Moved by Director Heather Thomson that the Board accept the minutes of the meeting held on Thursday January 20, 2022, with one correction.

CARRIED



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Accounts

Payable:

RESOLUTION 13/2022

Moved by Director Garry Raab that the accounts payable dated February 17, 2022 in the amount of \$46,589.18 be accepted as presented.

CARRIED

Old Business:

1. Business Continuity Plan & Emergency Management & Emergency Management Policy. – SRRUC Drinking Water Safety Plan – Harry Riva Cambrin discussed. SRRUC’s Registered with AEP. Town of Black Diamond & Town of Turner Valley have their own. Business Continuity Plan needs work, waiting on testing requirements. Distribute the Drinking Water Safety Plans from SRRUC, Town of Black Diamond and Town of Turner Valley.
2. Testing requirement proposal submitted to AEP.

RESOLUTION 14/2022

Moved by Director Hazel Martin that the Board acknowledge that the Drinking Water Safety Plans from SRRUC, Town of Black Diamond and Town of Turner Valley as distributed to the Board.

CARRIED

Capital Reserve

Transfer:

Christine Hummel discussed.

RESOLUTION 15/2022

Moved by Director John Waring that the Board approve administration to transfer \$90,000 to capital reserves for 2021.

CARRIED

Operations

Update:

Dennis Leis & Harry Riva Cambrin discussed.

1. Working on annual reports and catching up on paperwork.
2. Town of Turner Valley diversion short for 2021. Application to transfer from Town of Black Diamond well with AEP.
3. Two valves and three turbidity meters installed.
4. Chamco installed new motor on pump, running smoothly.
5. Town of Turner Valley found 3 small leaks and one large leak, all leaks have been repaired.



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RESOLUTION 16/2022

Moved by Director Veronica Kloiber that the operations update be accepted for information.

CARRIED

Monthly Water

Usage Report: Dennis Leis discussed the Monthly Water Usage reports dated January 31, 2022.

RESOLUTION 17/2022

Moved by Director Ted Bain that the Monthly Water Usage Reports dated January 31, 2022 be accepted for information.

CARRIED

WWAC:

Waste Water Advisory Committee (WWAC) membership – Harry Riva Cambrin discussed.

1. WWAC is down two members. No Chair or Vice-Chair.
2. Administration to distribute WWAC Terms of Reference (TOR) to the SRRUC Board.
3. Administration to contact the remaining WWAC members to see if they are committed to attending meetings going forward.

RESOLUTION 18/2022

Moved by Director Veronica Kloiber that administration forward the Waste Water Advisory Committee (WWAC) Terms of Reference (TOR) to the Board for review.

CARRIED

SCADA

purchase: Harry Riva Cambrin discussed.

RESOLUTION 19/2022

Moved by Director John Waring that the Board approve the SCADA computer upgrade for \$84,650, as presented.

CARRIED

There was round table discussion.

**SHEEP RIVER
REGIONAL UTILITY CORP.**



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Next Meeting: The next meeting shall be on March 24, 2022 at 1:30 p.m. by electronic communications.

Adjournment: **RESOLUTION 20/2022**
Moved by Chair Delilah Miller that the meeting be adjourned at 2:33 p.m.

CARRIED

SRRUC Chair

SRRUC CEO