



## **MINUTES**

### **Sheep River Regional Utility Corp.**

#### **Board of Directors Meeting**

Thursday September 16, 2021 at 1:00 p.m.

Zoom Virtual Meeting

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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  
Ruth Goodwin, Black Diamond Director  
Ted Bain, Black Diamond Director

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

Guests: Shawn Patience, CAO, Town of Turner Valley

Absent: Lana Hamilton, Tuner Valley Director  
Brian Marconi, Black Diamond Director

#### Meeting

Call to Order: Chair Delilah Miller called the Meeting to order at 1:03 p.m.

Additions: There was one addition to the agenda. 7F. Self-evaluation letter discussion.

#### Agenda

Adoption: **RESOLUTION 32/2021**  
Moved by Director Ted Bain that the Board accept the September 16, 2021 agenda, with one addition to the agenda, 7F. Self-evaluation letter discussion.

CARRIED

Minutes: **RESOLUTION 33/2021**  
Moved by Director Garry Raab that the Board accept the minutes of the meeting held on Thursday June 17, 2021 as presented.

CARRIED



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#### Accounts

##### Payable:

##### **RESOLUTION 34/2021**

Moved by Director Ruth Goodwin that the accounts payable dated August 19, 2021 in the amount of \$107,962.20 and September 16, 2021 in the amount of \$51,037.33 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.
2. Testing requirement proposal submitted to AEP.

##### **RESOLUTION 35/2021**

Moved by Director John Waring that the SRRUC Drinking Water Safety Plan & testing requirement proposal update be accepted for information as presented.

CARRIED

#### Statement of Operating Revenues & Expenses:

Christine Hummel discussed.

##### **RESOLUTION 36/2021**

Moved by Director Ruth Goodwin that the Statement of Operating Revenues and Expenses dated August 31, 2021 be accepted as presented.

CARRIED

#### Operations

##### Update:

Dennis Leis & Harry Riva Cambrin discussed.

1. Overground cable not underground.
2. Well 7 transfer submitted to AEP in April, have not received a response.
3. Chamco fixing the base on one of the pumps at no cost.

#### Monthly Water

Usage Report: Dennis Leis discussed the Monthly Water Usage reports dated June 30, 2021, July 31, 2021 & August 31, 2021.



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#### **RESOLUTION 37/2021**

Moved by Director Garry Raab that the Monthly Water Usage Reports dated June 30, 2021, July 31, 2021 and August 31, 2021 be accepted for information.

CARRIED

#### Communications

Update: Discussed website analytics report dated August 31, 2021.

#### **RESOLUTION 38/2021**

Moved by Director Ted Bain that the website analytics report dated August 31, 2021 be accepted for information.

CARRIED

#### WWAC

Resignations: Discussed Waste Water Advisory Committee (WWAC) Chair dated April 18, 2021 & Vice-Chair dated September 13, 2021 resignation letters.

#### **RESOLUTION 39/2021**

Moved by Director Ruth Goodwin that the WWAC resignation letters be accepted for information and send thank you letters to the Chair & Vice-Chair.

CARRIED

#### Self-evaluation

letter: Discussed self-evaluation letter dated April 22, 2021 from Barry Williamson, Ex Chair of WWAC.

#### **RESOLUTION 40/2021**

Moved by Director Ruth Goodwin that administration contact the Waste Water Advisory Committee to find out who the Chair is.

CARRIED

#### **RESOLUTION 41/2021**

Moved by Director Ruth Goodwin to accept the self evaluation letter dated April 22, 2021 for information and send a letter of acknowledgment to Barry Williamson.

CARRIED



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There was round table discussion.

**Next Meeting:** The next scheduled meeting shall be on November 18, 2021 at 1:00 p.m. by electronic communications.

**Adjournment:** Chair Delilah Miller adjourned the meeting at 2:06 p.m.

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SRRUC Chair

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SRRUC CEO