

SHEEP RIVER REGIONAL UTILITY CORP.
BOARD OF DIRECTORS MEETING MINUTES

January 20, 2017 12:30 p.m.
Turner Valley –Council Chambers

PRESENT:

Harry Riva-Cambrin, MD Staff
Andy Pfeifer, TV Staff,
Gerald Pfeil Director TV
Kelly Tuck, TV Director
Golanaz Azimi, Urban Systems
Sharlene Brown Director BD
Heather Thomson, Recording Secretary

Delilah Miller MD Director/SRRUC Chair
Jackie Stickel Director BD
T. Obrien TV Staff
Lynda Cooke, Urban Systems
Barry Williamson, TV Director/Interim CEO
Christine Hummel, MD Foothills
Mike Ross Director BD

1. CALL TO ORDER

Chair Miller called the January 20, 2017 SRRUC Board of Directors meeting to order at 12:34

2. ACCEPTANCE OF AGENDA

Motion by Director Pfeil to accept the January 20, 2017 agenda with addition of 6.(b) Update from Tech Committee – design Direct Intake and 6.(c) Draft Policy Discussions.

Carried

3. ADOPTION OF MINUTES

Motion by Director Ross that the Board adopt the November 18, 2016 Board of Directors Meeting Minutes

Carried

4. OLD BUSINESS

(a) Environmental Impairment Insurance Update

CEO Williamson provided an update regarding the Risk Assessment completed by EHS System Solutions, Olette Stefanowich and WTP Supervisor Dennis Leis, whereas their assessment considers the risk of damage due to chemical spills or leaks from the Water Treatment Facility as low risk.

Motion by Director Ross to direct administration to cancel the Environmental Impairment Liability Coverage held with Lloyds.

Carried

(b) SRRUC Planning Committee per Wholesale Water Agreement

Discussion regarding the setting of a Planning Committee per the Wholesale Water Agreement. Director Tuck suggest the Technical committee can continue to stand. Director Williamson suggested this is a transitional issue; likely just need to rename the Committee; line up with documents; clarify roles and responsibilities.

Motion by Director Brown to direct L. Cooke to work with the Technical Committee to develop a new term of reference.

Carried

(c) SRRUC Logo Contest Update

M. Ross no entries submitted; L. Cooke advised Urban does have a graphic artist on staff and could provide some logo examples.

Motion by Director Tuck to direct L. Cooke to ask Urbans internal graphics team to create some logo options to be presented at next meeting.

Carried

(d) Millarville Servicing Update

Mr. Riva-Cambrin provided an update on the Millarville Servicing advising work is ongoing with landowners; directional drilling is occurring on those rights of ways having been acquired; agreements are being completed; changes have been requested; draft should be forthcoming for Turner Valley's consideration.

Motion by Director Tuck to accept the Millarville Servicing Update for information.

Carried

5. ADMINISTRATIVE/FINANCIAL UPDATE

(a) Billings and approvals of expenditures

Motion by Director Brown to approve expenditures and accept the financial report as presented.

(b) Financial Report

Motion by Director Brown to approve expenditures and accept the financial report as presented.

Carried

(c) Budget Approval

L. Cook reviewed the 2017 budget; costs for CEO, Secretary, accounting services and L. Cooke are included; allowances for 25% TCA included budget included; water rates included per Governance Committee, L. Cooke advised the rates are somewhat less than forecast amounts; administrative meeting to be scheduled to discuss such items as auditors, a/p approvals etc.

Motion by Director Williamson to accept the 2017 budget and to set the rates accordingly.

Carried

Action: L. Cooke to set up administrative meeting; i.e. auditors, a/p approvals

6. NEW BUSINESS

(a) Subdivision Approval Referrals

Refer to SRRUC or accepted through agreement; G. Azimi suggests annual 5-year growth projections, water projections submitted annually, could be outlined in policies.

(b) Direct intake update

L. Cooke provided update regarding direct intake; the Technical committee reviewed using clay liner vs the use of a synthetic liner; synthetic liner is preferred approach; MPE will be making recommendation to go with synthetic liner to be presented at next meeting.

Motion by Director Tuck to accept the direct intake update as information

Carried

(c) Draft Policy Discussions

G. Azimi, reviewed the policy discussion document with the Board.

Motion by Director Brown that the Board direct Ms. Azimi to make discussed changes; develop policies flowing from the revised discussion document; send to Directors for review; upon review Directors to send comments back to Ms. Azimi prior to February 24 for review at the February 28th meeting.

Carried

7. COMMUNICATIONS

(a) Next meeting

(i) Admin meeting: Feb 2, 1:30 p.m. at MD office

(ii) Next meeting: February 28, 2017 TV Chambers

8. ADJOURNMENT

Chair Miller adjourned the meeting at 4:05 p.m.