



**MINUTES  
BOARD OF DIRECTORS MEETING  
THURSDAY, NOVEMBER 9, 2017  
MUNICIPAL OFFICE - COUNCIL  
CHAMBERS 9:00 A.M.**

**DIRECTORS PRESENT:**

Delilah Miller, Chair Director MD; Sharlene Brown, Director BD; Sharlene Brown, Director BD; Ruth Goodwin Director BD; Barry Williamson, CEO/Director TV; Gary Rowntree, Director TV; John Waring Director TV

Guests: Cathy Wight, Mayor Villiage of Longview Class B Shareholder; Barry Crane, Councillor TV; John McDonnell, Brownlee conferenced in

**STAFF PRESENT:**

Lynda Cooke, Urban; Theo Owel, MPE; Christine Hummel, MD; Harry Riva-Cambrin, Treasure MD; Heather Thomson, Secretary TV; Andy Pfeifer, Chair SRRUC Technical Committee TV; John McDonnell, Brownlee conferenced in

**GUESTS PRESENT:**

Cathy Wight, Mayor Village of Longview Class B Shareholder; Barry Crane, Councillor TV;

**1 CALL TO ORDER**

Delilah Miller, SRRUC Chair called meeting to order at 9:01

**2 ACCEPTANCE OF THE AGENDA**

**2.1 November 09, 2017 SRRUC Board of Directors agenda**

**SRRUC.17.11.09.01** Motion by Director Williamson that the SRRUC Board of Directors accept the November 09, 2017 agenda as presented.

**CARRIED**

**3 ADOPTION OF PREVIOUS MINUTES**

**3.1 August 29, 2017 meeting minutes**

**SRRUC.17.11.09.02** Motion by Director Brown that the Board adopt the August 29, 2017 SRRUC Board of Directors minutes as presented.

**CARRIED**

**4 ADMINISTRATIVE/FINANCIAL UPDATE**

**4.1 Financial Report**

Christina Hummel provided statement of operating revenues and expenses as of July 31, 2017.

**SRRUC.17.11.09.03** Motion by Director Williamson accept financial report as information

**CARRIED**

  
Chair

  
CEO

4.2 Accounts Payable for Approval

**SRRUC.17.11.09.04** Motion by Director Brown approval of accounts payable in amount of \$133,187.39

**CARRIED**

**SRRUC.17.11.09.05** Motion by Director Waring that the Board agree to maintain the appointments of Chair, Treasurer, Recording Secretary and CEO as is.

**CARRIED**

5 APPOINTMENT OF DIRECTORS

5.1 Appointment of Directors

John McDonnell asked that the signed consents to act be forwarded to him to be added to the records of corporation. Consents to Act as Director signed by Ruth Goodwin, Gary Rowntree, John Waring

5.2 Resolutions of Corporation

John McDonnell provided resolutions of Shareholders and Directors, and asked that once signed they be forwarded to him to be added to the records of corporation.

**SRRUC.17.11.09.06** Motion by Director Williamson that the Board remove Mike Ross as signing authority and appoint Ruth Goodwin as signing authority.

**CARRIED**

5.3 Orientation Meeting

The Board requested John McDonnell, Brownlee prepare a SRRUC Orientation presentation, to be reviewed at the December 11, 2017 Board of Directors Meeting at 1:00 p.m. TV Chambers.

6 OLD BUSINESS

6.1 Water Restriction Matrix update - Technical Committee

Theo Owel - updated the Board regarding the revised water restriction matrix, which provides for clarity and guidelines to implement water restrictions.

6.2 Direct Intake update - Technical Committee- Theo Owel

- recommendation to proceed with Stantec proposal for further site delineation and remediation assessment
- EPEA Approval - approval has not been received

**SRRUC.17.11.09.07** Motion by Director Goodwin that the Board direct the CEO to coordinate a meeting with the CAO's of the shareholder municipalities and the AEP Acting Director.

**CARRIED**

  
Chair

  
CEO

**SRRUC.17.11.09.08** Motion by Director Waring that the Board authorize proceeding with the delineation work required as outlined by Stantec subject to the November 9, 2017 SRRUC Technical Committee recommendations to proceed.

**CARRIED**

6.3 Service Delivery Plan/Risk Management update - Sub - Committee - L. Cooke

The service plan is complete; working on risk management with sub-committee the final documents will be brought back to the Board for approval once complete.

6.4 Millarville connection update - Harry Riva-Cambrin

Pipeline rights of Way acquired; Agreement with TV needs to be finalized; Work has started on the transfer of water license to SRRUC with the first option being the transfer of Millarville license.

6.5 Westend Regional Sanitary Services Commission (WRSSC) Governance and Operations next steps - Lynda Cooke

**SRRUC.17.11.09.09** Motion by Director Rowntree that the Board accept Option 2 and requests a WRSSC presentation be prepared for the shareholders of SRRUC, regarding the incorporation of Westend into the operations of SRRUC.

**CARRIED**

7 NEW BUSINESS

7.1 No items

8 COMMUNICATIONS

8.1 Public Communications

**SRRUC.17.11.09.10** Motion by Director Williamson that the Board appoint Ruth Goodwin, John Waring and Delilah Miller to the SRRUC communication plan sub-committee.

**CARRIED**

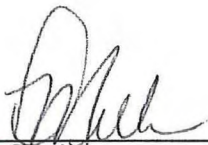
9 IN-CAMERA

10 NEXT MEETING

December 11, 2017 1:00 p.m. TV Chambers

11 ADJOURNMENT

Chair Miller adjourned the meeting at 12.24 p.m.



Delilah Miller, Chair



Barry Williamson, CEO