

**SHEEP RIVER REGIONAL UTILITY CORP
BOARD OF DIRECTORS MEETING MINUTES**

**April 20, 2023
1:30 pm
VIA VIDEOCONFERENCE**

Directors: Foothills County Director (Chair) Delilah Miller, Diamond Valley Director Heather Thomson, Diamond Valley Director Barry Crane, Diamond Valley Director Cindy Holladay

Staff: SRRUC Treasurer Christine Hummel, Utilities Foreman Dennis Leis, SRRUC CEO Harry Riva Cambrin, Foothills County Foothills County Corporate Services Manager Reginald Hammond, Recording Secretary Mary Ellen Beck

1. CALL TO ORDER

The Sheep River Utility Corp meeting of April 20, 2023 was called to order at 1:30 p.m.

2. ADDITIONS TO THE AGENDA

3. ADOPTION OF THE AGENDA

Moved By: Barry Crane

That the Agenda for the April 20, 2023, Sheep River Utility Corp meeting be approved as presented.

Carried

4. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETING

4.1 SRRUC Meeting Minutes for Acceptance - January 19, 2023

Moved By: Heather Thomson

That the minutes from the January 19, 2023, Sheep River Utility Corp meeting be accepted as presented.

Carried

4.2 WWAC Meeting Minutes for Acceptance - March 28, 2023

Moved By: Barry Crane

That the minutes from the March 28, 2023, Water Works Advisory Committee meeting be acknowledged.

Carried

5. ACCOUNTS PAYABLE

5.1 Accounts for Approval - February 16, 2023

Moved By: Cindy Holladay

That the Accounts Payable dated February 16, 2023 in the amount of \$ 69,927.06 be accepted for payment.

Carried

5.2 Accounts for Approval - March 16, 2023

Moved By: Barry Crane

That the Accounts Payable dated March 16, 2023, in the amount of \$74,446.47 be accepted for payment.

Carried

5.3 Accounts for Approval - April 16, 2023 (to be provided when available)

Moved By: Barry Crane

That the Accounts Payable dated April 16, 2023 in the amount of \$44,419.82 be accepted for payment.

Carried

6. OLD BUSINESS

7. BUSINESS

7.1 Financial Statement Presentation

J. Nakashima and M. Lutz were in attendance to present the Financial Statement to the Committee.

Moved By: Cindy Holladay

That the Committee acknowledge the 2022 Financial Statements as presented.

Carried

Moved By: Barry Crane

That the Committee authorize the transfer from the 2022 Capital Expenditures to Reserves in the amount of \$150,00.00.

Carried

7.2 Operations Update

An operations update was provided by Dennis Leis.

- Emergency river pump is sustainable and working well in filling the reservoir.

7.3 Monthly Water Usage Reports

7.3.1 Treated vs Raw - January 2023

Moved By: Cindy Holladay

That the Monthly Water usage report dated January 2023 be adopted as presented.

Carried

7.3.2 Treated vs Raw - February 2023

Moved By: Barry Crane

That the Monthly Water Usage report dated February 2023 be adopted as presented.

Carried

7.3.3 Treated vs Raw - March 2023

Moved By: Heather Thomson

That the Monthly Water Usage report dated March 2023 be adopted as presented.

Carried

7.4 Statement of Operating Revenue & Expenses - March 2023

Moved By: Barry Crane

That the operating revenue and expenses for March 2023 be adopted as presented.

Carried

7.5 Intake Technical Report

Moved By: Barry Crane

That the Board direct Administration to move forward with the next phase conducting the Geo technical work with Stantec and MPE and proceed with preparing an application for Water Act approval from the Federal Government (DFO) and the Alberta Environment and Protected Areas.

Carried

7.6 Water Works Advisory Committee - Terms of Reference for Approval

Moved By: Cindy Holladay

That the Waterworks Advisory Committee Terms of Reference be accepted.

Carried

8. ROUND TABLE

Round table discussion took place. Dennis Leis mentioned that the onsite generator cell needs to be replaced as recommended by the manufacturer every 5 years at a cost of \$33,00.00. The generator cell has not been budgeted for.

The WWAC would like a tour of the facility. A doodle poll is out and they will confirm a date and time.

Moved By: Barry Crane

That the Board authorize the purchase of a replacement generator cell in the amount of \$33,000.00 with the funds to be taken from the accumulated surplus funds.

Carried


9. **NEXT MEETING**

10. **ADJOURNMENT**

That the April 20, 2023 Sheep River Utility Corp meeting be adjourned at 2:17 p.m.



SRRUC Chair



SRRUC CEO

