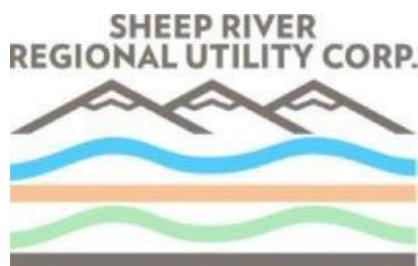


**SHEEP RIVER REGIONAL UTILITY CORP  
BOARD OF DIRECTORS MEETING MINUTES**

**December 21, 2023  
1:30 pm  
Former Turner Valley Council Chamber  
514 Windsor Avenue - Diamond Valley**



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

**Staff:** SRRUC Treasurer Christine Hummel, SRRUC CEO Harry Riva Cambrin, Foothills County Corporate Services Manager Reginald Hammond, SRRUC Recording Secretary Krista Conrad, Manager of Utilities Doug Haase

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**1. CALL TO ORDER**

The Sheep River Utility Corp meeting of December 21, 2023 was called to order at 1:35 p.m.

**2. ADDITIONS TO THE AGENDA**

D. Miller added an item for discussion to the Confidential Closed Session – FOIP s. 24.

**3. ADOPTION OF THE AGENDA**

**Moved By:** Barry Crane

That the Agenda for the December 21, 2023 Sheep River Utility Corp meeting be approved as amended.

**Carried**

**4. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETING**

**4.1 SRRUC Meeting Minutes - October 19,2023**

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

**Carried**

**5. ACCOUNTS PAYABLE**

**5.1 Accounts for Approval - November 2023**

**Moved By:** Heather Thomson

That the Accounts Payable dated November 23, 2023 in the amount of \$99,340.08 be accepted for payment.

**Carried**

**7. BUSINESS**

**7.1 Operations Update**

An operations update was provided by Douglas Haase.

- The raw water storage level has been maintained at 90-91%.

- With demand currently being lower, water levels are currently being maintained from the Infiltration Gallery and Direct Intake.
- Water sampling to be completed as per facility approval has been switched to Kaizen Lab (previously submitted to Beareau Veritas), as Kaizen Lab is able to provide analysis of samples at half the cost.
- A recent facility inspection was conducted by Alberta Environment and Parks on November 16, 2023, covering years 2021-2023.
- The overhead radiant heater that had failed was replaced on December 20, 2023 and is working well. There have been additional repairs to the valve actuators and controllers completed as required.

## **7.2 Monthly Water Usage Reports**

### **7.2.1 Treated vs Raw - October 2023**

**Moved By:** Cindy Holladay

That the Monthly Water Usage Report dated October 31, 2023 be adopted as presented.

**Carried**

### **7.2.2 Treated vs Raw - November 2023**

**Moved By:** Cindy Holladay

That the Monthly Water Usage Report dated November 20, 2023 be adopted as presented.

**Carried**

## **7.3 Budget 2024**

C. Hummel presented the proposed 2024 operating and capital budgets for the Sheep River Regional Utility Corporation.

**Moved By:** Barry Crane

That the Sheep River Regional Utility Corp 2024 Operating Budget be approved as presented.

**Carried**

**Moved By:** Barry Crane

That the Sheep River Regional Utility Corp 2024 Capital Budget be approved as presented.

**Carried**

## **7.4 Request for a Presentation on the Future of Diamond Valley's Water**

B. Crane presented information regarding the water situation in Diamond Valley.

- There have been two open houses in the last month, one on utilities and one on development, and residents have expressed concern about a lack of water.
- The reservoirs have carried Diamond Valley through drought.

- Water usage remains steady with an average of 1,300 cubic meters per day in Turner Valley and 1,340 cubic meters per household in Black Diamond, and a maximum capacity of 6,400 cubic meters.
- Diamond Valley is on Level 1 restriction, which indicates use of water freely but conservatively.
- Communication is required to inform residents that Diamond Valley's water is in good shape and provide comparisons to other communities as well as water conservation education.

#### **7.5 WWAC Code of Conduct**

H. Riva Cambrin presented the draft Water Works Advisory Committee code of conduct.

**Moved By:** Heather Thomson

That the Board accept the Water Works Advisory Committee code of conduct as presented.

**Carried**

#### **7.6 WWAC Rules and Procedures**

H. Riva Cambrin presented the draft Water Works Advisory Committee rules and procedures.

The Board suggested including a clause indicating WWAC members may make motions to bring information and items forward to the SRRUC board for consideration.

**Moved By:** Cindy Holladay

That the Board accept the Water Works Advisory Committee rules and procedures with an amendment to include a process for bringing items forward from WWAC to the Sheep River Regional Utility Corp board of directors.

**Carried**

### **8. CONFIDENTIAL CLOSED SESSION**

**Moved By:** Barry Crane

That, in accordance with Section 197 of the Municipal Government Act, the Sheep River Regional Utility Corp move into a Closed Meeting at 2:15 p.m. to discuss the ConocoPhillips Land Reclamation and Well #7 as per section 24 and Direct Intake – Detailed Design and SRRUC Management as per section 16 of the Freedom of Information and Protection of Privacy Act (FOIP). SRRUC CEO Harry Riva Cambrin, Foothills County Manager of Utilities Doug Haase, Foothills County Deputy Director of Corporate Services Reginald Hammond, SRRUC Recording Secretary Krista Conrad attended the closed session of the meeting.

**Carried**

#### **8.3 Return to Open Session**

**Moved By:** Barry Crane

That the Sheep River Regional Utility Corp board return to its open meeting at 2:38 p.m.

**Carried**

**9. MOTIONS ARISING FROM CLOSED SESSION**

**Moved By:** Barry Crane

That the Sheep River Regional Utility Corp allocate \$93,000 to MPE Engineering for engineering services related to the direct intake detailed design.

**Carried**

**12. ADJOURNMENT**

**Moved By:** Barry Crane

That the December 21, 2023 Sheep River Utility Corp meeting be adjourned at 2:50 p.m.

**Carried**

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SRRUC Chair; SRRUC CEO