

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

January 16, 2025

1:00 pm

**Foothills County Administration Office
309 Macleod Trail South – High River**



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

Absent: Diamond Valley Director Heather Thomson

Staff: SRRUC CEO Harry Riva Cambrin, Foothills County Deputy
Director of Corporate Services Reginald Hammond, SRRUC
Recording Secretary Krista Conrad, Manager of Utilities Doug
Haase, Utilities Foreman Diamond Valley Cory Lyons

1. CALL TO ORDER

The Sheep River Utility Corp meeting of January 16, 2025 was called to order at 1:02 p.m.

2. ELECT CHAIRPERSON AND VICE-CHAIRPERSON

2.1 Election of Chairperson

CEO H. Riva Cambrin called for nominations for chairperson of Sheep River Regional Utility Corporation board of directors for 2025.

B. Crane nominated D. Miller.

There were no further nominations.

D. Miller was declared as chairperson of the Sheep River Regional Utility Corporation board of directors for 2025.

2.2 Election of Vice-Chairperson

D. Miller called for nominations for vice-chairperson of Sheep River Regional Utility Corporation board of directors for 2025.

B. Crane nominated C. Holladay.

There were no further nominations.

C. Holladay was declared vice-chairperson for 2025.

2.3 Appointment of Banking Officers

Resolution 01

Moved By: Barry Crane

That D. Miller, R. Hammond, and H. Riva Cambrin be named as banking officers for 2025.

Carried

2.4 Appointment of Treasurer

Resolution 02

Moved By: Cindy Holladay

That Foothills County Deputy Director of Corporate Services Reginald Hammond be appointed as Treasurer of the Sheep River Regional Utility Corp.

Carried

4. ADOPTION OF THE AGENDA

Resolution 03

Moved By: Cindy Holladay

That the Agenda for the January 16, 2025 Sheep River Utility Corp meeting be approved as presented.

Carried

5. ACCEPTANCE OF MINUTES FROM PREVIOUS MEETING

5.1 SRRUC Meeting Minutes - November 21, 2024

Resolution 04

Moved By: Barry Crane

That the minutes from the November 21, 2024 Sheep River Utility Corp meeting be accepted as presented.

Carried

6. ACCOUNTS PAYABLE

6.1 Accounts for Approval - December 19, 2024

Resolution 05

Moved By: Cindy Holladay

That the Accounts for Approval dated December 19, 2024 be approved.

Carried

6.2 Accounts for Approval - January 16, 2025

Resolution 06

Moved By: Barry Crane

That the Accounts for Approval dated January 16, 2025 be approved.

Carried

8. BUSINESS

8.1 Operations Update

An operations update was provided by C. Lyons:

- There has been a slightly higher loss percentage, but no water loss. An investigation revealed one of well water totalizers was reading higher than it should be. The meter will be replaced, which should lower the percentage and show proper balances.

8.2 Monthly Water Usage Reports

8.2.1 Treated vs Raw - November 2024

Resolution 07

Moved By: Cindy Holladay

That the Monthly Water Usage Report dated November 30, 2024 be accepted as presented.

Carried

8.2.2 Treated vs Raw - December 2024

Resolution 08

Moved By: Barry Crane

That the Monthly Water Usage Report dated December 31, 2024 be accepted as presented.

Carried

8.3 Statement of Operating Revenue and Expenses - November 30, 2024

Resolution 09

Moved By: Cindy Holladay

That the Statement of Operating Revenue and Expenses dated November 30, 2024 be accepted as presented.

Carried

8.4 Water Quality Inquiry - J. Walker

The Board considered concerns submitted by Water Works Advisory Committee member J. Walker.

- H. Riva Cambrin noted the area of concern is surrounding Well #7, which is near the soil remediation project by Conoco-Philips. Should the construction become active, measures will need to be taken. Currently the well is not in use.
- C. Lyons confirmed that Well #7 is turned off when not in use, and should it be recommissioned rigorous sampling and testing will be done prior to its use and regularly for months thereafter
- B. Crane shared historical context for Well #7, most notably the fact it was the only well to survive the 2013 floods and supplied all water required for Black Diamond and Turner Valley at the time, which made it a crucial well because it prevented two communities from needing to haul in water. He added the sensitivity around Well #7 from area residents is understandable, as it was viewed as a lifeline for the towns.

Resolution 10

Moved By: Cindy Holladay

That the Board acknowledge the concerns brought forward by Water Works Advisory Committee member J. Walker.

Carried

8.5 Direct Intake Assembly - Boreal Water Resources Ltd.

J. Hardy and D. McCoy of MPE Engineering presented the report on the Direct Intake Assembly compiled by Boreal Water Resources Ltd.

Resolution 11

Moved By: Cindy Holladay

That the Board accept the Direct Intake Assembly presentation by MPE Engineering as information and request MPE Engineering provide the same presentation to Diamond Valley Council.

Carried

8.6 Water Works Advisory Committee Resignation - G. Costello

Resolution 12

Moved By: Cindy Holladay

That the Board acknowledge the resignation of G. Costello from the Water Works Advisory Committee and extend its gratitude for his time on the committee.

Carried

10. NEXT MEETING

Resolution 13

Moved By: Barry Crane

That a Special Meeting be scheduled for April 17, 2025 for Avail LLP to review the Sheep River Regional Utility Corp audited statements.

Carried

11. ADJOURNMENT

Resolution 14

Moved By: Cindy Holladay

That the January 16, 2025 Sheep River Utility Corp meeting be adjourned at 2:33 p.m.

Carried

SRRUC Chair

SRRUC CEO