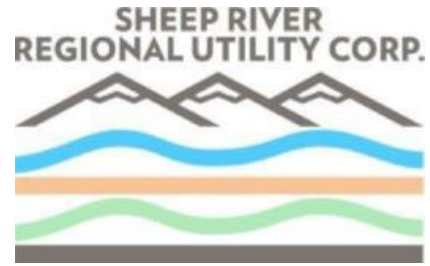


**SHEEP RIVER REGIONAL UTILITY CORP  
BOARD OF DIRECTORS MEETING MINUTES**

**March 27, 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 Heather Thomson

Absent: Diamond Valley Director Barry Crane

Staff: SRRUC CEO Harry Riva Cambrin, SRRUC Treasurer Reginald Hammond, SRRUC Recording Secretary Krista Conrad, Manager of Utilities Doug Haase, Utilities Foreman Diamond Valley Cory Lyons

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**1. CALL TO ORDER**

The Sheep River Utility Corp meeting of March 27, 2025 was called to order at 1:34 p.m.

**3. ADOPTION OF THE AGENDA**

**Resolution 15**

**Moved By:** Heather Thomson

That the Agenda for the March 27, 2025 Sheep River Utility Corp meeting be approved as presented.

**Carried**

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

**4.1 SRRUC Meeting Minutes - January 16, 2025**

**Resolution 16**

**Moved By:** Cindy Holladay

That the minutes from the January 16, 2025 Sheep River Utility Corp meeting be accepted as presented.

**Carried**

**5. ACCOUNTS PAYABLE**

That the Accounts Payable dated February 18, 2025 in the amount of \$35,660.62 be accepted for payment.

**5.1 Accounts for Approval - February 18, 2025**

**Resolution 17**

**Moved By:** Cindy Holladay

That the Accounts for Approval dated February 18, 2025 be approved.

**Carried**

**5.2 Accounts for Approval - March 27, 2025**

**Resolution 18**  
**Moved By:** Heather Thomson

That the Accounts for Approval dated March 27, 2025 be approved.

**Carried**

**6. BUSINESS**

**6.1 Operations Update**

An operations update was provided by C. Lyons:

- Things are going well with the water plant
- A new spool and raw water metre is being installed. The loss on raw water usage reports is currently around 24%, and this will help lower that number as it resolves issues with the old meter.
- Operations have been working with Diamond Valley; there was a leak the Town was looking into and there seems to be possibly one or two additional leaks, which Diamond Valley is investigating. Due to leaks there has been considerable increase of demand for water going out, up to 400 cubic metres per day

**6.2 Monthly Water Usage Reports**

**6.2.1 Treated vs Raw - January 2025**

**Resolution 19**  
**Moved By:** Cindy Holladay

That the Monthly Water Usage Report dated January 31, 2025 be accepted as presented.

**Carried**

**6.2.2 Treated vs Raw - February 2025**

**Resolution 20**  
**Moved By:** Heather Thomson

That the Monthly Water Usage Report dated February 28, 2025 be accepted as presented.

**Carried**

**6.3 2024 Annual Report - Stored Water, Reservoir Site Groundwater, Well and Infiltration Gallery Water Monitoring Programs - Diamond Valley**

Operations Manager D. Haase provided an overview of the 2024 Sheep River Regional Utility Corp. Annual Report for stored water, reservoir site groundwater, and the well and infiltration gallery water monitoring programs . The report verifies that water quality is good and all requirements are being met for the provincial approval.

**Resolution 21**  
**Moved By:** Cindy Holladay

That the 2024 Annual Report - Stored Water, Reservoir Site Groundwater, Well and Infiltration Gallery Water Monitoring Programs for Diamond Valley be accepted as presented.

**Carried**

**6.4 Water Works Advisory Committee Discussion**

The Sheep River Regional Utility Corp discussed the merits and future of the Water Works Advisory Committee (WWAC).

- H. Thomson shared it is difficult to get volunteers for a committee that is sitting dormant. She stated the reason for forming WWAC was due to a provincial mandate and it likely cannot be legally dissolved without approval from Alberta Environment and Parks. She also suggested SRRUC was originally developed as a corporation to allow members-at-large to sit on the committee, and that perhaps some WWAC members could be appointed as members of SRRUC.
- G. Chan shared the main reason WWAC was formed by ministerial order was to provide an avenue for the public and others to engage and ask questions regarding the quality and quantity of water, but that over last 10 years, with significant monitoring done, there have been no issues with exception of the intake, which is being addressed with the direct intake project. He suggested approached Frank Lotz and Alberta Environment and Parks to gain an understanding of what would be involved in dissolving WWAC and having members join SRRUC as members-at-large
- H. Riva Cambrin stated the current voting structure for SRRUC is four members - three from Town of Diamond Valley and one from Foothills County, and that these bodies could appoint a member-at-large rather than a councillor if they chose. He also suggested the corporate documents could be amended to increase the number of members on the board, subsequent to the Province dissolving WWAC by a ministerial order

**Resolution 22**

**Moved By:** Cindy Holladay

That the Sheep River Regional Utility Corp approach Alberta Environment and Parks to inquire into dissolving the Water Works Advisory Committee and including members-at-large on the Sheep River Regional Utility Corp board.

**Carried**

**7. CONFIDENTIAL CLOSED SESSION**

**Resolution 23**

**Moved By:** Heather Thomson

That, in accordance with Section 197 of the Municipal Government Act, the Sheep River Regional Utility Corp. move into a Closed Meeting at 1:41 p.m. to discuss Direct Water Intake as per Sections 16 and 24 of the Freedom of Information and Protection of Privacy Act (FOIP). SRRUC Directors D. Miller, B. Crane, H. Thomson, and C. Holladay, SRRUC Treasurer R. Hammond, SRRUC CEO H. Riva Cambrin, Foothills County Manager of Utilities D. Haase, Foothills County Utilities Forman C. Lyons, and SRRUC Recording Secretary K. Conrad attended the closed session of the meeting.

**Carried**

**7.1 Direct Intake Assembly**

**Resolution 24**

**Moved By:** Cindy Holladay

That the Sheep River Regional Utility Corp return to its open meeting at 2:02 p.m.

**Carried**

10.    **ADJOURNMENT**

**Resolution 25**  
**Moved By:** Heather Thomson

That the March 27, 2025 Sheep River Utility Corp meeting be adjourned at 2:04 p.m.

**Carried**

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SRRUC Chair

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SRRUC CEO