

**SHEEP RIVER REGIONAL UTILITY CORP.
MINUTES
TUESDAY, FEBRUARY 28, 2017
MUNICIPAL OFFICE - COUNCIL CHAMBERS 1:30 P.M.**

- PRESENT:** Chair D. Millar Director MD; S. Brown, Director BD; B. Williamson CEO SRRUC, Director TV; M. Ross Director BD; K. Tuck Director TV; S. Stickel Director BD
- GUESTS:** K. Wight, Councillor Longview Class B Shareholder
Glen Fagan, Mayor Black Diamond
- ABSENT:** G. Pfeil, Director TV
- STAFF PRESENT:** L. Cooke, Urban Systems, A. Pfeifer Staff TV; H. Riva Cambrin, Staff MD;
G. Azimi, Urban Systems, Conferenced attendance

- 1 CALL TO ORDER
Chair Miller called meeting to order at 1:35 p.m.
- 2 ACCEPTANCE OF THE AGENDA
- 2.1 February 28, 2017 Agenda
- Res. 17.02.28.01** Motion by Director Williamson that the Board accept the February 28, 2017 agenda as presented
- CARRIED**
- 3 ADOPTION OF PREVIOUS MINUTES
- 3.1 January 20, 2017 Board of Directors Meeting Minutes
- Res. 17.02.28.02** Motion by Director Tuck that the Board adopt the January 20, 2017 Board of Directors Meeting minutes as presented.
- CARRIED**
- 4 OLD BUSINESS
- 4.1 SRRUC Logo Theme Review
- L. Cooke will take four top choices back for further development and bring back for Director approval at next meeting.

4.2 Terms of Reference - Technical/Operating/Planning Committee

L. Cooke reviewed terms of reference technical/operating/planning committee with Board members.

Res. 17.02.28.03 Motion by Director Brown that the Board accept the Technical/Operating/Planning Committee Terms of Reference as amended.

CARRIED

4.3 Water Supply Agreement

Res. 17.02.28.04 Motion by Director Williamson that the Board agree to send the Water Supply Agreement to respective Turner Valley and Black Diamond Council's for approval.

CARRIED

4.4 Update on Water Supply Intake Project and DRP Funding

CEO Williamson provided an update on DRP funding for the Water Supply Intake Project advising project has been approved for 1.7 m of funding; however, he has asked for clarification regarding funding being tied directly to the intake project, and that the funding will be forthcoming. Mr. Williamson also advised DRP has suggested applying for extension further advising this process has already begun.

K. Tuck requested an update on project timelines from the engineers, CEO Williamson will follow up. H. Riva-Cambrin advised he will follow up regarding an update on the DFO project.

4.5 SRRUC Vision, Principles and Policies

H. Riva-Cambrin will bring back further clarification regarding Director insurance coverage.

Next steps: Policy statement to be sent to Brownlee for review and recommendations; polices prioritized; Directors to review and send comments back to Urban, Directors to proceed with further policy development requirements.

5 ADMINISTRATIVE/FINANCIAL UPDATE

5.1 Finance Report

H. Riva-Cambrin gave verbal update on financials.

Res. 17.02.28.05 Motion by Director Williamson that the Board set December 31 as year-end.

CARRIED

Res. 17.02.28.06 Motion by Director Williamson that the Board accept the financial report as presented.

CARRIED

5.2 SRRUC Management Administrative Roles and Responsibilities Review

L. Cooke to prepare report regarding operations and management options.

5.3 Selection of Accountants

H. Riva-Cambrin advised the MD is currently acting for SRRUC as accountants.

5.4 Appointment of Auditors

H. Riva-Cambrin advised the MD of Foothills is researching auditors for financials. L. Cooke noted the 2016 audit (financials for four months Sept-Dec 2016) can be included with 2017 audit.

Chair Miller called for a five (5) minute recess at 3:05 p.m.

Chair Miller called to resume meeting at 3:10 p.m.

6 NEW BUSINESS

6.1 Review of Water Licensing and Role of SRRUC/Customer in License Allocations

Acting CEO Williamson brought forward concerns regarding Black Diamond license diversion allocations specifically regarding and meeting the 25-year design flow and the suggested hold back for a non-potable water bulk station. There is a concern as Black Diamond has exceeded diversion capacity on occasion and the go forward plan for the direct intake project.

Black Diamond Board Directors will take concerns back to Black Diamond council and report back to SRRUC Board on decisions flowing from those discussions.

6.2 Finalize Asset Transfers and Documentation Exchange

To update drawings related to new assets and to be discussed at the next Technical Committee for follow up.

6.3 Awards for Municipal Excellence - discussion submission "Partnerships" Closing of QUAD formation of SRRUC

Res. 17.02.28.07 Motion by Director Miller that the Board submit a submission to the Awards for Municipal Excellence Re: Partnerships final formation of SRRUC upon closing of the QUAD.

CARRIED

7 COMMUNICATIONS

7.1 No items

8 NEXT MEETING
April 11, 2017 1:30 p.m.

8.1 April 11, 2017 1:30 p.m.

9 IN-CAMERA

9.1 Water Works Advisory Committee membership applications

Res. 17.02.28.08 Motion by Director Williamson that the Board go in-camera at 3:50 p.m.

CARRIED

Res. 17.02.28.09 Motion by Councillor that the Board return to the open meeting at 3:55 p.m.

CARRIED

Res. 17.02.28.10 Motion by Director Tuck that the Board direct Ms. Thomson to advise B. Hamilton and G. Costello of their appointment to the Water Works Advisory Committee as members at large for the Town of Turner Valley, and to advise Mr. A. Littlewood of his appointment as a member at large for the MD of Foothills, further to this to advise Mr. P. Vander Kloot that the MD of Foothills position has been filled and thank him for his consideration to sit on the Committee.

CARRIED

10 ADJOURNMENT
Chair Miller adjourned the meeting at 3:58 p.m.