



South Red Deer Regional Wastewater Commission

Minutes of a Special Meeting of the Board of the South Red Deer Regional Wastewater Commission Held Wednesday, May 17, 2017 in the Mountain View Regional Water Services Commission Board Room

Board Members Present:

Robb Stuart	Town of Bowden (Chair)
Mike Walsh	Town of Penhold (Alternate)
Brian Spiller	Town of Innisfail
Connie Huelsman	Red Deer County
Harvey Walsh	Town of Olds
Angela Aalbers	Mountain View County

Municipal Council Members, Administration, and Consultants Present:

Robert Jenkins	Chief Administrative Officer
John Van Doesburg	Project Manager
Darwin Durnie	Stantec Consulting Ltd.
Cody Gillrie	Stantec Consulting Ltd.
Ian Cotton	Stantec Consulting Ltd.
Frank Colisimo	Town of Innisfail

1.0 Call to Order:

Robb Stuart, Chair, called the Meeting to order at 9:00 A.M.

2.0 Adoption of Agenda

A Special Meeting of the Board was called to consider the following items:

1. Update on Odor Management Facility
2. Future Management, Administration and Operations - Request of the Mountain View Regional Water Services Commission to meet regarding the extension of the Operational Services Agreement
3. Report on Land Purchase Arrangements with the City of Red Deer
4. General Policy Review

RES 17-031

Moved by Angela Aalbers

THAT the Agenda for the Special Meeting of May 17, 2017 April 21, 2017 be adopted as presented.

Carried.

3.0 Business

3.1 Update on Odor Management Facility

Darwin Durnie, Ian Cotton and Cody Gillrie attended with the Board to provide an update of their work in evaluating the performance of the Odor Management Facility.

3.2 Future Management, Administration and Operations

The Board at its April 21, 2017 Regular Meeting adopted Resolution 17-026 which provided for the invitation to be made to Commission Members and the Mountain View Regional Water Services Commission (MV Commission) to submit proposals for the provision of:

1. Operational Services for SRD System beginning April 1, 2018 upon completion of the current operating services agreement with the MV Commission, and/or
2. Management and Administrative Services beginning July 1, 2018 upon completion of the present management, administrative and financial services arrangements.

By way of letter the MV Commission has requested the opportunity to meet and negotiate a possible extension of the Operational Services Agreement as provided under the Agreement.

RES 17-032

Moved by Connie Huelsman

THAT the meeting move *in camera* at 9:45 AM to consider the request of the Mountain View Regional Water Services Commission.

Carried.

RES 17-033

Moved by Angela Aalbers Huelsman

THAT the meeting move to open session at 10:10 AM.

Carried.

RES 17-034

Reference – 771.02.2017

Moved by Angela Aalbers

THAT the Board rescind Resolution 17-026 passed by the Board at the April 21, 2017 meeting and authorize the Chair and Chief Administrative Officer to meet with representatives of the Mountain View Regional Water Services Commission

to consider the terms of a possible renewal of the South Red Deer Regional Wastewater System Operational Services Agreement under the provisions of Section 3.3 of the Agreement.

Carried

3.3 Land Purchase Arrangements with the City of Red Deer

The Chief Administrative Officer reviewed with the Board the land purchase arrangements with the City of Red Deer for right of way for the Regional Transmission Line. A November 2012 agreement provided that all right of way for the Regional Line in the City would be in the name of the City. The Commission and City would share the costs. Land acquisition in the City is not yet complete but to this point the Commission's share of the costs exceed \$1.32 Million. The City has not yet invoiced the Commission for any of the Commission's share of the costs. The right of way costs will be eligible costs under the Project's Water for Life funding.

3.4 General Policy Review

The Board began a systematic review process of all Commission Policies

Number	Name	Adopted / Most Recent Revision	Action
111.01	Governance and Administration of the Commission (Bylaw 2014 – 02)	April 21, 2017	No Further Revision
111.02	Appointment of Board and Chair (Bylaw 2014 -03)	May 16, 2014	No Changes
133.01	Terms of Reference – Technical Committee	Unknown	To be re-written
211.11	Honorariums and Travel Allowance	December 16, 2016	To be amended in December with New Rates for 2018
211.15	Access to Information (Bylaw 2015 – 08)	February 19, 2016	No Changes
213.01	Financial Controls	November 28, 2014	Policies 213.01 and 213.02 to combined in updated policy
213.02	Unbudgeted Unplanned Expenditures	September 18, 2009	

Number	Name	Adopted / Most Recent Revision	Action
213.03	Inventory and Protection of Assets	Pending	Pending
213.04	Accounts Payable	September 18, 2009	To be rewritten to reflect present financial arrangements and to remove administrative procedure
213.12	Investments	December 16, 2016	No Changes

The Board will continue its review at the next meeting beginning with **Policy 213.41 – Annual Revenue and Rate Design**

4. Adjournment

RES 16-035

Moved by Brian Spiller

THAT the Special Meeting be adjourned at 12:00 Noon.

Carried.

Chair

Chief Administrative Officer