



South Red Deer Regional Wastewater Commission

Minutes of the Regular Meeting of the Board

South Red Deer Regional Wastewater Commission

Friday, April 22nd, 2022

Town of Olds Office

Board Members Present:

Mike Walsh	Town of Penhold (Chair)
Robb Stuart	Town of Bowden
Jean Barclay	Town of Innisfail
Connie Huelsman	Red Deer County
Harvey Walsh	Town of Olds
Angela Aalbers	Mountain View County (Via Zoom)

Other Elected Officials, Administration, Consultants and Others Present:

Michael Wuetherick	Chief Administrative Officer
Don Munro	Operations Supervisor
Andy Treu	Red Deer County

1.0 Call to Order:

Chair Mike Walsh called the meeting to order at 9:04 am.

2.0 Adoption of Agenda

RES 22-20

Moved by Robb Stuart

That the Agenda for the Regular Meeting of April 22nd, 2022, be adopted as amended to include a closed session to discuss the Audit status.

Carried.

3.0 Minutes

Director Connie Huelsman noted a revision to correct the stated meeting date to February 18th instead of the 22nd.

RES 22-21

Moved by Connie Huelsman

That the meeting minutes of February 18th, 2022, Regular Meeting be confirmed as amended.

Carried.

4.0 Business Arising from Previous Meetings

Administration presented a summary of business arising from previous meetings. The report tracks ongoing initiatives and resolutions and provide a means of prioritizing administrative and legislative direction for the Commission.

RES 22-22

Moved by Harvey Walsh

That the SRDRWC Board accept as information Administrations' update on business arising from previous meetings.

Carried.

5.0 Business

5.1 Operations and Project Manager's Update

CAO Michael Wuetherick and Operations Supervisor, Don Munro provided an update on the operations, and ongoing maintenance status. Overall operations remain consistent and highly reliable. A brief update of the revised Emergency Response Plan was discussed, with revisions noted to incorporate regional Emergency Services Coordinators as contacts for the Commission plan.

Res 22-23

Moved by Connie Huelsman

That the SRDRWC Board accept as information Administrations' update on operations and the project manager's update.

Carried.

5.2 CAO Evaluation Process Review

Administration presented the Board with information on precedent CAO evaluation policies and procedures from a variety of municipal and provincial sources.

RES 22-24

Moved by Jean Barclay

That the SRDRWC Board direct the Chair and Vice-Chair to develop a CAO evaluation policy (Draft) for review by the board, including a CAO evaluation template.

Carried.

The meeting went into recess at 10:15 am and reconvened at 10:20 am.

6.0 Reports

The Board received the following reports:

6.1 Chairman's Report

The Chair updated the Board with activity over the period.

RES 22-25

Moved by Robb Stuart

That the SRDRWC Board accept as information the Chair's report.

Carried.

6.2 CAO Report

RES 22-26

Moved by Connie Huelsman

That the SRDRWC Board accept as information the CAO's report.

Carried.

6.3 Financial and Other Reports

RES 22-27

Moved by Harvey Walsh

That the SRDRWC Board accept as information the CAO's financial and other reports as presented.

Carried.

Don Munro and Andy Treu left the meeting at 10:52 am.

7.0 Confidential Items

7.1 Board In-Camera Session

The board moved into closed session (FOIP Section 16 – Disclosure harmful to business interests of a third party).

RES 22-28

Moved by Connie Huelsman

That the SRDRWC Board move in camera at 10:55 am.

Carried.

RES 22-29

Moved by Robb Stuart

That the SRDRWC Board move out of camera at 11:53 am.

Carried.

RES 22-30

Moved by Robb Stuart

That the SRDRWC Board direct Administration to propose offer for compensation of legal fees as presented.

Carried.

RES 22-31

Moved by Harvey Walsh

That the SRDRWC Board direct the Chair to contact Metrix LLP Audit Partner to determine a targeted completion date of the 2021 Financial Audit, and to prepare a letter for inclusion with the Municipal Affairs filing if required.

Carried.

8.0 Honoraria Motion

RES 22-32

Moved by Connie Huelsman

That the SRDRWC Board direct Administration to reflect three (3) hours committee meeting time, no travel costs or travel allowance for Board Honoraria payments for director Aalbers who attended the meeting via ZOOM.

9.0 Adjournment

RES 22-33

Moved by Robb Stuart

That the Regular Meeting be adjourned at 12:00 pm

Carried.



Chair, Mike Walsh



CAO, Michael Wuetherick