



## South Red Deer Regional Wastewater Commission

---

### Minutes of the Regular Meeting of the Board

#### South Red Deer Regional Wastewater Commission

Friday, October 21<sup>st</sup>, 2022  
Mountainview County Office

#### Board Members Present:

Mike Walsh	Town of Penhold (Chair)
Robb Stuart	Town of Bowden
Jean Barclay	Town of Innisfail
Lonnie Kennett	Red Deer County
Harvey Walsh	Town of Olds
Angela Aalbers	Mountain View County

#### Other Elected Officials, Administration, Consultants and Others Present:

Michael Wuetherick	Chief Administrative Officer
Don Munro	Operations Supervisor
Tyrone Muller	Town of Penhold
Andy Treu	Red Deer County

#### **1.0 Call to Order:**

Chair Mike Walsh called the meeting to order at 9:00 am.

#### **2.0 Adoption of Agenda**

RES 22-67

##### **Moved by Harvey Walsh**

That the Agenda for the Regular Meeting of October 21<sup>st</sup>, 2022, be adopted as.

Carried.

#### **3.0 Minutes**

RES 22-68

##### **Moved by Angela Aalbers**

That the meeting minutes of August 19<sup>th</sup>, 2022, Regular Meeting be approved as presented.

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.

It was agreed to defer the meeting of the Chair's of SRD, SLR and NRD until the new year after each board has completed appointments of their new Chairs and Vice-Chairs.

RES 22-69

**Moved by Lonnie Kennett**

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 provided an update on the operations, and ongoing maintenance status. Administration reported on status of the facilities which were generally running well except for the blower at the OMF requiring a workover at a cost of approximately \$80,000.

Res 22-70

**Moved by Jean Barclay**

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

Carried.

**5.2 Board Chair Transition**

With Chair Walsh announcing his intention to not return to SRD, the board discussed the merits of Chair Walsh completing his term or resigning prior to the organizational meeting on December 9<sup>th</sup>, 2022. The board agreed to have Chair Walsh complete the term as per SRD bylaws.

RES 22-71

**Moved by Angela Aalbers**

That the SRDRWC Board accept Administration's recommendation for Chair Walsh to remain the Commission's Chair until the next organizational meeting on December 9<sup>th</sup>, 2022.

Carried.

**5.3 Contract Operating Agreement Revisions**

Administration presented the Board with a proposal to amend the current operating agreements to reflect the Deputy Operations Supervisor role, and the requisite amendments to the current contracts. In addition, Administration recommended extending the contract term to December 31<sup>st</sup>, 2026.

RES 22-72

**Moved by Harvey Walsh**

That the SRDRWC Board adopt the revisions to Schedule A of the Operating Agreement as presented.

Carried.

RES 22-73

**Moved by Angela Aalbers**

That the SRDRWC Board accept Administration's recommendation to provide notice of intent to extend the current Operating Agreement contract terms to December 31<sup>st</sup>, 2026.

Carried.

**5.4 SRD 20222 Meter Calibration Reports**

Administration reviewed the summary report on the meter calibration reports as mandated by Policy 221.02 – Metering. None of the Commission's meters were found to be out of calibration.

RES 22-74

**Moved by Lonnie Kennett**

That the SRDRWC Board appoint Administration's report on the 2022 meter calibration reports as information.

Carried.

**5.5 Preliminary 2022 Operating and Capital Budget**

Administration presented an overview of the 2023 operating and capital budget, and a 3-year operating and capital budget forecast consistent with the Commission's bylaws. Due to inflationary pressures on key cost components, the preliminary forecast of rate to members increased 5.2% to \$2.61/m<sup>3</sup> compared to the 2022 rate of \$2.48/m<sup>3</sup>.

RES 22-75

**Moved by Angela Aalbers**

That the SRDRWC Board accept as information the Preliminary 2023 Business Plan and Financial model outlining the operating and capital forecasts, and the proposed rate to be the basis of the 2023 rate bylaw.

Carried.

RES 22-76

**Moved by Robb Stuart**

That the SRDRWC Board direct Administration's to distribute the 2023 preliminary budget and rate estimate to members for input.

Carried.

The meeting went into recess at 10:22 am and reconvened at 10:30 am.

**5.6 Audit Committee – Terms of Reference Review**

Chair Walsh led the board in a discussion around the current Terms of Reference for the Audit Committee. After discussion, the board elected to disband the Audit Committee and review current financial and administrative policies regarding audit requirements.

RES 22-77

**Moved by Angela Aalbers**

That the SRDRWC Board disband the Audit Committee.

Carried.

RES 22-78

**Moved by Angela Aalbers**

That the SRDRWC Board direct Administration to review existing policies regarding audit engagement provisions for review at a future board meeting.

Carried.

**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 22-79

**Moved by Jean Barclay**

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

Carried.

**6.2 CAO Report**

RES 22-80

**Moved by Lonnie Kennett**

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

Carried.

**6.3 Financial and Other Reports**

RES 22-81

**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 11:13 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 22-82

**Moved by Robb Stuart**

That the SRDRWC Board move in camera at 11:15 am.

Carried.

CAO, Michael Wuetherick left the room at 11:40 am, returning at 11:46 am.

RES 22-83

**Moved by Lonnie Kennett**

That the SRDRWC Board move out of camera at 11:47 am.

Carried.

**8.0 Next Meetings, Events**

- Organizational meeting, 9:00 am Friday, December 9<sup>th</sup>, 2022 (Penhold)
- Regular meeting, following Organization meeting, Friday December 9<sup>th</sup>, 2022 (Penhold)

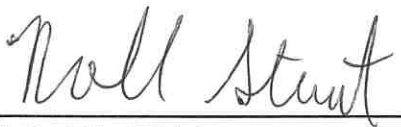
**9.0 Adjournment**

RES 22-84

**Moved by Harvey Walsh**

That the Regular Meeting be adjourned at 11:48 am

Carried.

  
\_\_\_\_\_  
Chair, Mike Walsh  
Per Vice Chair

  
\_\_\_\_\_  
CAO, Michael Wuetherick