

Minutes of the Regular Meeting of the Board

South Red Deer Regional Wastewater Commission

Friday December 8th, 2023

Town of Olds Office

Board Members Present:

Angela Aalbers	Mountain View County
Tyrone Muller	Town of Penhold
Jean Barclay	Town of Innisfail
Randy Brown	Town of Bowden
Connie Huelsman	Red Deer County
Heather Ryan	Town of Olds

Other Elected Officials, Administration, Consultants and Others Present:

Robb Stuart	Town of Bowden (Alternate)
Wanda Blatz	Town of Olds (Alternate)
Gavin Bates	Town of Innisfail (Alternate)
Michael Wuetherick	Chief Administrative Officer
Don Munro	SRD Operations Supervisor

1.0 Call to Order:

Chair Angela Aalbers, called the meeting to order at 9:00 am.

2.0 Adoption of Agenda

RES 23-77

Moved by Connie Huelsman

That the Agenda for the SRD Regular Meeting of October 16th, 2023, be adopted as amended, to discuss Section 5.5 – Rate Bylaw after Section 5.1 – Delegation, and add section 5.6 – SRD Strategic Plan Discussion

Carried.

3.0 Minutes

RES 23-78

Moved by Tyrone Muller

That the minutes of the October 20th, 2023 SRDRWC Regular Meeting minutes be approved as presented.

Carried.

4.0 Business Arising from Previous Meetings

Administration presented a summary of business arising from previous meetings.

RES 23-79

Moved by Heather Ryan

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

Carried.

5.0 Business

5.1 Delegation – Town of Olds CAO Brent Williams

Brent Williams, Chief Administrative Officer for the Town of Olds entered the meeting at 9:46 am. Mr. Williams presented an overview of the Town of Olds position on SRD's proposed Emergency Storage Pond to provide emergency capacity via the former Town of Olds lagoons via a forcemain to connect the SRD Olds lift station to the lagoons.

Mr. Williams left the meeting at 10:15 am

The meeting went into recess at 10:15 am and reconvened at 10:21 am.

5.5 Approval of 2024 Final Operating and Capital Budget and Rate Bylaw

Administration presented an update of the 2024 operating and capital budget, and a 3-year operating and capital budget forecast consistent with the Commission's bylaws. As there were no material changes from the October preliminary budget, and members had the opportunity to comment on the budget, the Board moved to accept as presented.

RES 23-80

Moved by Tyrone Muller

That the SRDRWC Board approve the 2024 Financial Budget outlining the operating and capital budget provisions as presented, AND;

That the SRDRWC board approve the 1st, 2nd and 3^d readings of Bylaw 2023-01 setting member rates for service at \$2.66/m³ and \$7.20/m³ for SRS customers effective January 1st, 2024.

Carried.

RES 23-81

Moved by Connie Huelsman

That the SRDRWC Board approve the first reading of Bylaw 2023-01 Rates and Fees Bylaw.
Carried.

RES 23-82

Moved by Randy Brown

That the SRDRWC Board approve the second reading of Bylaw 2023-01 Rates and Fees Bylaw.
Carried.

RES 23-83

Moved by Tyrone Muller

That the SRDRWC Board proceed to third and final reading based upon unanimous consent.
Carried.

RES 23-84

Moved by Heather Ryan

That the SRDRWC Board approve the third reading of Bylaw 2023-01 Rates and Fees Bylaw.

The meeting went into recess at 11:12 am and reconvened at 11:21 am.

5.2 Operations and Project Manager's Update

CAO Michael Wuetherick provided an update on the operations, and ongoing maintenance status. Operations Supervisor Don Munro, updated the Board on the status of the HVAC upgrades for Waskasoo LS1 & LS2 approved at the October 20th, 2023 meeting.

Res 23-85

Moved by Tyrone Muller

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

5.3 SRDRWC Board Orientation and Bylaw Update

CAO Michael Wuetherick provided an overview of the material SRDRWC Bylaws regarding Fees, Administration, Appointment of Directors, and Governance. Administration also highlighted changes to the update New Director Orientation Package.

Res 23-86

Moved by Connie Huelsman

That the SRDRWC Board accept as information Administration's updated Board Orientation Package and Overview of SRD Bylaws.

5.4 SRDRWC 2024 Safety Policy Adoption

CAO Michael Wuetherick presented the Commission's 2024 Safety Policy for adoption. As part of SRD's Safety Policy, the Board is to review the policy annually, and accept or revise as required.

Res 23-87

Moved by Heather Ryan

That the SRDRWC Board accept as the Safety Policy Statement as presented.

Carried.

5.6 Strategic Planning Discussion

CAO Michael Wuetherick presented the Commission's 2024 Safety Policy for adoption. As part of SRD's Safety Policy, the Board is to review the policy annually, and accept or revise as required

RES 23-88

Moved by Connie Huelsman

That the SRDRWC Board direct the Chair to write a letter to members outlining the Commission's Strategic Planning initiative, and invite member communities to provide feedback and input on the Commission's at the February 16th, 2024 meeting.

Carried.

6.0 Reports

The Board received the following reports:

6.1 Chairman's Report

The Chair provided a verbal update on recent discussions with the City of Red Deer and review of the strategy moving forward to implement the Joint Planning Commission in 2024.

RES 23-89

Moved by Connie Huelsman

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

Carried.

6.2 CAO Report

RES 23-90

Moved by Randy Brown

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

Carried.

6.3 Financial and Other Reports

RES 23-91

Moved by Tyrone Muller

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

Carried.

7.0 Confidential Items

The board deferred the need for an additional closed session.

8.0 Next Meetings, Events

Board Meetings

- Strategic Planning Meeting, Friday, February 16th, 2024 (Red Deer County)
- Annual General Meeting, Friday, April 19th, 2024 (Red Deer County)
- Regular meeting following AGM Friday, April 19th, 2024 (Red Deer County)
- Regular meeting Friday, June 21st, 2024 (Mountain View County)
- Regular meeting, Friday, October 18th, 2024 (Innisfail)
- Organizational Meeting, Friday, December 13th, 2024 (Olds)
- Regular meeting, Friday, December 13th, 2024 (Red Deer County)

9.0 Adjournment

RES 23-92

Moved by Angela Aalbers

That the Regular Meeting be adjourned at 11:59 am

Carried.


Chair, Angela Aalbers
CAO, Michael Wuetherick