

MINUTES OF THE SHIRLEY MCCLELLAN REGIONAL WATER SERVICES COMMISSION (SMRWSC) MEETING HELD ON SATURDAY, NOVEMBER 24, 2007 COMMENCING AT 10:30 A.M. AT THE CASTOR COMMUNITY HALL IN CASTOR, ALBERTA

PRESENT: Wayne Richardson, County of Paintearth (Chairperson)
Darrell Szott, Village of Bawlf
Dennis Cordel, Village of Halkirk
Lorne Thurston, Summer Village of White Sands
Paul McKay, Village of Donalda
Bonnie Sansregret, Special Areas
Jay Slemp, Special Areas
Pat Gorcak, Village of Veteran (Member at Large)
Gerald Rehman, Village of Consort
Darcy Wetter, Town of Castor
Earl Marshall, County of Stettler (Vice Chairperson)
Bill Knight, Lacombe County
Darwin Durnie, Stantec Consulting
Stephan Weninger, Stantec Consulting
Sara LaBrash, Stantec Consulting
Don Gregorwich, Camrose County
Al Radke, Camrose County
John Van Doesburg - Project Manager, Crystal Consulting (Manager)
Tim Fox – Administrator (Acting Manager)

REGRETS: Jim McTavish, Village of Rosalind
Walter Stefanik, Village of Big Valley
Herb Rock, Town of Coronation
Don Munro, Stantec Consulting
Kathleen Ireland, Camrose County

CALL TO ORDER

Chairperson Wayne Richardson called the meeting to order at 10:30 a.m.

ADOPTION OF AGENDA

Moved by Pat Gorcak

“that the Shirley McClellan Regional Water Services Commission Committee accept the November 24, 2007 Shirley McClellan Regional Water Services Commission Committee agenda as presented.”

Carried

REPORTS

Project Managers Report:

John Van Doesburg reported on activities since his last report, attached and forming part of these minutes.

Engineering:

Stantec reported on activities since his last report, attached and forming part of these minutes.

Financial:

Accounts:

Moved by Gerald Rehman

“that the expenditures, being C&J Vanco Services for \$6,259.80 and Stantec Land Assembly for \$4,056.62, for the period ending November 24, 2007, attached and forming part of these minutes, be approved as presented.”

Carried

NEW BUSINESS

Adoption of Bylaw

Mr. Van Doesburg went over the bylaw with the commission members.

Moved by Bill Knight

“that Bylaw No. 1 being a bylaw respecting the appointment of a Board of Directors and Chairperson, governing the fees to be charged by the commission and the governance of administration of the Commission be read a second time.” Carried

Moved by Pat Gorcak

“that Bylaw No. 1 being a bylaw respecting the appointment of a Board of Directors and Chairperson, governing the fees to be charged by the commission and the governance of administration of the Commission be read a third time.” Carried

Bank Appointment:

Moved by Pat Gorcak

“that the Royal Bank of Canada - Stettler be appointed as the Financial Institution for the Shirley McClellan Regional Water Services Commission for \$2,000,000 operating and \$10,000,000 capital but no more than \$10,000,000 in total and that this term be for three years.” Carried

Kick Off Ceremonies:

Committee went over the kick off Ceremonies.

NEXT MEETING DATE

Next meeting of the Shirley McClellan Regional Water Services Commission will be held at 7:00 p.m. on December 19, 2007.

ADJOURNMENT

The Shirley McClellan Regional Water Services Commission Meeting adjourned at 11:45 a.m.

Chairperson (Wayne Richardson)

Secretary Treasurer (Tim Fox)

MANAGERS REPORT – November 24, 2007

1. Administration
 - a. General items
 - b. Commission Finalization
 - c. Bank Tenders and Interviews

2. Interbasin -Water License
 - a. Bill 55- East Central Alberta Introduced in the Legislature on Thursday Nov 22. Second Reading is slated for early next week

3. Funding
 - a. Funds are in bank account

4. Engineering
 - a. Project Mtgs
 - b. Tech Mtg will be held in early December

5. Financial
 - a. Process for the financial issues is being set up
 - i. Banking on agenda
 - ii. Borrowing from ACFC
 - iii. Cash Flow
 - iv. Budget
 - v. Administration System

6. Negotiation – Water Treatment Facilities
 - a. Water Transfer Use agreement is at the Lawyers for review and clean up

7. Stettler Treatment Plant Upgrades
 - a. Upgrade is the design process
 - b. Costs for the upgrade have gone up dramatically and will be an issue for discussion at the Tech Mtg

8. Next Months Activities
 - a. Financial Process Continued
 - b. Funding and Cash Flow
 - c. Tech Mtg
 - d. Engineering liaison
 - e. Commission Start Up
 - i. Bank
 - ii. Office
 - iii. Process