

**Minutes of the Red Deer River Municipal Water User Group, January 15,  
2009 1:00 p.m., Civic Centre, Drumheller, Alberta**

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**1.0 Call to Order**

The meeting was called to order at 1:00 PM by Co-Chair Patt Churchill, Town of Innisfail and Co-Chair Reeve Earl Marshall, County of Stettler.

**Present:** Ray Romanetz – Town of Drumheller, Larry Pimm – City of Red Deer, Redford Peeples – Town of Stettler, Ron Wilson – Town of Three Hills, Cathy Perry – Village of Alix, Jim Lougheed – County of Red Deer, Ryan Andrews – County of Newell, Rick Poole – Town of Blackfalds, Lynda Fiedler – Town of Sylvan Lake, Bryce Nimmo – Town of Drumheller, Annon Hovde – Kneehill Regional Water Service Commission, Bill Shaw – City of Red Deer, Murray Marshall – County of Starland, Chris Reeds – Town of Trochu, Dug Major – Special Areas Board, Warren Smith – Town of Olds, Al Kemmere – Mountainview County, George Taylor – Town of Sundre, Earl Marshall – County of Stettler, Doug Lehman – Town of Oyen, Cliff Soper – Lacombe County, Tim Fox – County of Stettler, Ray Reckseidler – Village of Delburne, Cody Berggren – Mountainview Water Commission / Town of Bowden, Rob Stoutenberg – Town of Stettler, Dennis Kuiken - KRWSC / Village of Acme, Earl Marshall – County of Stettler, Patt Churchill – Town of Innisfail, Keith Ryder – RDRMUG, Linda Handy – Town of Drumheller, Recording Secretary.

**2.0 Introductions**

**3.0 Adoption of Agenda**

**Marshall** that the agenda for the January 15<sup>th</sup> 2009 Red Deer River Municipal User Group Meeting be adopted as presented. Carried unanimously.

**4.0 Adoption of Minutes**

4.1 Confirmation of Minutes of the Regular Meeting of November 27, 2008

**Hovde, Fiedler** that the Red Deer River Municipal User Group Meeting Regular Meeting minutes of November 27<sup>th</sup>, 2008 be adopted as presented. Carried unanimously.

4.2 Business arising from minutes

**5.0 Financial Reports**

5.1 Balance Statement

5.2 Revenue and Expenses

K. Ryder, Executive Director provided an overview of the financial status to December 31, 2008 as follows:

Balance Sheet – Total Current Assets \$95,884.16. Deferred Memberships – full year total \$56,141.25.

Statement of Revenue and Expenses:

Revenue year to date \$\$58,991.38; Actual Expenses year to date \$76,217.56. Surplus (Loss) to date is (\$17,226.18).

**Fiedler, Soper** moved the adoption of the financial report as presented. Carried unanimously.

## **6.0 Executive Director Report**

### 6.1 Update on Water Assurance Study meeting with Alberta Environment

K. Ryder advised that the Executive met with staff from Alberta Environment to review the recommendations put forward in the Study. Discussion focused on the philosophy of the Watershed Alliance and how the two groups can work together to implement the recommendations. The Provincial direction was for the group to be creative and to justify our request for the crown reservation. Correspondence has been received from the Alberta Environment on information in the Study. Alberta Environment will take the leadership role for storage on and off stream as recommended in the MPE Study.

K. Ryder also advised that any shared projects with the Watershed Alliance will not require significant dollars but our assistance to compile the information.

Discussion held on the Red Deer River Water Basin being treated as a separate entity. The group agreed that any policies on the Red Deer River Water Basin will have to conform to the South Saskatchewan River Basin. The group recommended that a representative should be part of their Committee. D. Major stated that all regional policies must align with the Provincial policies and there will be allowance for distinctions within each region (p.25 example of framework). P. Churchill expressed concerns with the format and the limited input from AAMD&C and AUMA. There is a broad based policy to municipal Councils. The Water Council has 9 policies yet to be approved however the Intra-transfer is passed. AUMA has not put any information forward. She advised members to access the Water Council website for an update. D. Major stated that the document is on the RDRMUG website. RAC'S (Regional Advisory Council) will review the document and then it will be forwarded to municipalities again for final input. RAC's role are assigned by the various sectors and they fund principles of the Land Use Framework – indicators identified and RAC's have significant input. B. Shaw advised that the Land Use framework is on the website and it is not a perfect watershed as they follow municipal boundaries – variations and joint workings. There is no formal viewpoint established from the Alliance – not appropriate timing if RDRMUG has not defined their own viewpoint. Recommendation that a project team leader be invited to speak to the document.

Summary of P. Churchill's notes from the Alberta Environment meeting:

- justification;
- definitions required, i.e. conservation;
- conservation efficiency plan in working with WPAC's and Water Council; and
- need to re-evaluate our sustainability plan for the next 20-30 years.

E. Marshall stated that Alberta Environment staff are more comfortable in knowing that the MUG is working with the Alliance and developing a model for future. He stated it was a positive meet and having representation from the Alliance group was helpful.

## **7.0 New Business**

### **7.1 Election of Officers**

K. Ryder advised that the current structure of the RDRMUG is as follows:  
In 2008 the RDRMUG chose to become a Society and the Red Deer River Municipal User Group Association was formed. The bylaws require that the Society be governed by a Board of Directors. In 2008 it was decided to have a seven member Board of Directors elected annually, two of which would serve as co-chairs. One co-chair is to be from an urban municipality and the second from a rural municipality. He explained that originally the co-chairs were elected for a three year term and asked if the election should be held on an annual basis. Membership agreed to an annual election for the Board of Directors.

**Reckseidler** moved that the Board of Directors be elected annually. Carried unanimously.

K. Ryder called for nominations for the positions of Co-Chairs.

#### **URBAN CHAIRMAN:**

**Fiedler** nominated Pat Churchill – Town of Innisfail for the Urban Chairman.  
No further nominations were made.  
Pat Churchill was appointed as Urban Chairman for a one year term.

#### **RURAL CHAIR:**

**Hovde** nominated Reeve Earl Marshall – County of Stettler for Rural Chairman.  
No further nominations were made.  
Earl Marshall was appointed Rural Chairman for a one year term.

K. Ryder called for nominations for the positions of the Board of Directors.

#### **NOMINATIONS FOR BOARD OF DIRECTORS**

**Fiedler** nominated Al Kemmere – Mountain View County.  
**Reckseidler** nominated Jim Lougheed – Red Deer County.  
**Poole** nominated Cliff Soper – Lacombe County.  
**Berggren** nominated Dug Major – Special Areas.  
**Churchill** nominated Larry Pimm – City of Red Deer.  
**Taylor** nominated Bryce Nimmo – Town of Drumheller.

**Reckseidler** moved that nominations cease. Carried unanimously.

Discussion held on the number of Board of Directors and members agreed that the number of Directors be increased to six.

**Taylor** moved that the number of Directors be increased to six. Carried unanimously.

Al Kemmere – Mountain View County, Jim Loughheed – Red Deer County, Cliff Soper – Lacombe County, Dug Major – Special Areas, Larry Pimm – City of Red Deer and Bryce Nimmo – Town of Drumheller were appointed as Directors for a term of one year.

#### Administrative Support

K. Ryder advised that a Treasurer and Secretary are to be appointed by the RDRMUG. He advised that originally the Secretary position was filled by Tim Fox, County of Stettler and the Treasurer position was filled by Ray Romanetz, Town of Drumheller). These positions are currently filled by staff from the Town of Drumheller. Members agreed that the arrangements are working well and that it should remain as is. Members agreed that the meetings should be held in Drumheller on a regular basis and not be held in other communities.

**Fiedler, Wilson** moved that the Town of Drumheller be asked if they would continue to fulfill these duties. Carried unanimously.

Ray Romanetz, CAO Town of Drumheller agreed that Town staff would continue to fill the positions of Treasurer and Secretary. Discussion held on compensation for the Town's services. R. Romanetz advised that he will discuss this matter with Council and provide comments at the next Executive Meeting.

#### Review of Society year end financial documents;

K. Ryder advised that the bylaws of the RDRMUG Association require that the books, accounts and records of the Secretary and Treasurer shall be audited at least once each year by a duly qualified accountant or by two members of the Society elected for that purpose at the Annual Meeting.

Members agreed that an audit be carried out by a duly qualified accountant. Ray Romanetz advised that the RDRMUG audit can be included under the umbrella of the Town's auditors.

**Soper, Reeds** moved that a quote be obtained from the Town of Drumheller's auditors and that the final decision on the choice of an auditor be made by the Executive. Carried unanimously.

#### Signing Authority

K. Ryder explained that two signatures are required however in the past having a signature from Drumheller and the second from Stettler created some problems with the distance of the two communities and it is recommended that the

continued practice of two signatures be allowed from one area but that Tim Fox remain with signing authority.

**Reckseidler, Fiedler** moved that signing authority remain with Tim Fox – Stettler County, Ray Romanetz – Drumheller and Bryce Nimmo – Drumheller and two signatures be allowed from one area. Carried unanimously.

## 7.2 2009 Budget

Membership was presented with a budget scenario with the membership fee set at \$0.25 and with the following considerations:

- As reported early in the meeting the RDRMUG does not need to budget dollars to work with Watershed Alliance on shared projects such as the Ground Water Study.
- Estimated closing surplus for 2009 to be 86,803.87;
- Discussion held that any lengthy or complex lobby action could use up considerable resources; it was noted that no compensation is paid to the representatives attending meetings. E. Marshall advised that at the time RDRMUG was first formed, it was agreed that the municipalities would cover the costs of these types of expenses to keep the costs down. It was agreed that the Executive would develop a policy on how compensation is paid to those members attending meetings for lobbying and other activities.
- Discussion held on amount allocated for special projects. It was agreed that although no dollars are required for the RDWSA shared projects, the dollars would remain as a consultant may be hired to prepare a response to the Province on crown conservation.
- Executive to review the requirement for a reserve account for the surplus.
- The \$0.25 per capita fee would yield \$54,953.00 of revenue (based on the former population figures). It was agreed that the 2006 Federal Census figures or current municipal census figures be used for the 2009 calculations.

**Kemmere, Berggren** moved that the Executive review the amount of per diem for representatives attending meetings for lobbying and other activities. Carried unanimously.

**Soper, Major** moved to approve the 2009 budget as presented.

Discussion held on motion:

G. Taylor advised that there is a significant unused amount in the reserves and he expressed concern that some members' Council may not feel justified in paying another per capita fee. P. Churchill advised that the Executive have been asked to review the per diems for attendance at meetings and this may change the amount of the surplus seen in 2009.

Vote on Motion:

Smith, Taylor opposed. Carried.

### 7.2.1 Confirm Executive Director Contract

At their meeting of November 27<sup>th</sup>, the membership agreed that Ray Romanetz - Town of Drumheller and Earl Marshall – County of Stettler meet with Keith Ryder to conduct a formal review and provide recommendations to the membership if the current contract reflects the workload and fair compensation. E. Marshall provided an overview of the comments from their meeting. It was recommended that K. Ryder receive a bonus of \$1500. for meetings and activities carried out during the 2008 year over and above the normal duties as specified in the contract. It was recommended that the Directors draw up a performance evaluation form.

**Nimmo, Hovde** that K. Ryder's contract be approved for 2009 with a bonus of \$1500.00 for 2008. Carried unanimously.

It was noted that K. Ryder was appointed to the Alberta Rural Development Fund Committee. He encouraged municipalities to look at the ARD website as \$80M will be dispersed to municipalities for a variety of projects.

### **8.0 Review of Municipal Projects**

Updates from members on new water projects and the status of projects in the works in their respective communities:

- **County of Stettler** – transmission line to Coronation was 99.9% completed; Wastewater lagoon completed;
- **Town of Sundre** – G. Taylor advised that their Council has had consultations with Prairie Creek who have submitted a development proposal for a RV Park in the birth place of their water which is a natural waterbed. As the river basin may be directly affected, he asked for suggestions to prevent this developer and other future developers from destroying the waterbed. It was noted that the local authority has precedent over Provincial approval. The developer would have to appeal to Alberta Environment as in the case with the Balzac development. It was noted that the RDRMUG does not take positions on local development but rather advise of appropriate information sites.
- **Mountain View County** – watching the snowpack (B. Shaw stated that the snowpack on the Red Deer River as compared to this time last year is lower).
- **Town of Stettler** – water will be flowing to Mirror next week. Tender went out for the upgrades to water plant however bids were rejected (\$26M) and it was retendered with more flexibility build into the tender contract resulting in better pricing and more interest. Council approved \$21M re-budget. Waiting for the Province to award the tender.
- **Henry Krueger** – Acadia Valley joining and other smaller communities are interested to join as well. Hanna clear well completed. Starland looking for natural run off storage.
- **Mountain View Water Commission** – twin line from plant to Olds. Increasing their water rates. Water rationing this year. South Water Commission Phase 1 – Innisfail to Pennhold.

- **Village of Delburne** – Alberta Environment has mandated two operators and they are interested in sharing operators but cautious of legalities. Sample tests bill has increased because of new criteria (these extra costs were not in their budget). Should the costs of Alberta Environment standards be passed on to the users?

**Red Deer County** – Area Structure Plan for Glenifer Lake will be given first reading in Feb.

**Town of Oyen** – Council reviewing water rates. East country water dugouts will be low.

**Lacombe County** – discussion held with water / wastewater options with Sylvan Lake.

**Town of Drumheller** – UV Treatment system will be completed in May. Water Treatment Plant Project \$12M tender closed on January 20<sup>th</sup>. Researching the waterline continuation to East Coulee.

**Town of Sylvan Lake** – Council passed toilet rebate program on January 12<sup>th</sup>.

**Town of Innisfail** – third reservoir on line however issues with leaks. Financial Retreat will be held shortly and Council will look at conservation projects.

**Watershed Alliance** – B. Shaw stated that WSA is finishing off the state of the Watershed Report and public meetings will be held in several communities. The report reflects the health of the watershed and he encouraged attendance.

### **13.0 Adjournment:**

The next meeting is scheduled for **March 19<sup>th</sup>, 2009 at 2:00 PM at the Civic Centre, Drumheller, Alberta.**

The meeting adjourned at 3:00 PM