

**Minutes of the Red Deer River Municipal Water User Group, March 19, 2009
2:00 p.m., Civic Centre, Drumheller, Alberta**

1.0 Call to Order

The meeting was called to order at 2:00 PM by Co-Chair Patt Churchill, Town of Innisfail and Co-Chair Reeve Earl Marshall, County of Stettler.

Present:

Ray Romanetz – Town of Drumheller, Redford Peeples – Town of Stettler, Ron Wilson – Town of Three Hills, Cathy Perry – Village of Alix, Annon Hovde – Kneehill Regional Water Service Commission, Linda Fiedler – Town of Sylvan Lake, Murray Marshall – County of Starland, Chris Reeds – Town of Trochu, Warren Smith – Town of Olds, Al Kemmere – Mountainview County, Jim Lougheed, Red Deer County, Walter Stefanik Village of Big Valley, Lorna Watkinson-Zimmer- City of Red Deer, John Kaster- Town of Hanna, Vanessa Vander Meer-Village of Linden, Earl Graham-Clearwater County, Brent Mcfadyen, MD of Acadia Valley George Taylor – Town of Sundre, Earl Marshall – County of Stettler, Cliff Soper – Lacombe County, Ray Reckseidler – Village of Delburne, Earl Marshall – County of Stettler, Patt Churchill – Town of Innisfail, Keith Ryder – RDRMUG, Janice Armstrong – Town of Drumheller, Recording Secretary.

2.0 Introductions

3.0 Adoption of Agenda

MOTION: Marshall, Peeples that the agenda for the January 15th 2009 Red Deer River Municipal User Group Meeting be adopted as presented. Carried

4.0 Adoption of Minutes

4.1 Confirmation of Minutes of the Regular Meeting of January 15, 2009

MOTION: Taylor, Perry that the Red Deer River Municipal User Group Meeting Regular Meeting minutes of January 15, 2009 be adopted as presented. Carried

4.2 Business arising from minutes

5.0 Financial Reports

5.1 Balance Statement

K. Ryder, Executive Director provided an overview of the financial status to February 28, 2009 as follows:

Balance Sheet – Total Current Assets \$150,486.14. Deferred Memberships \$47,876.45.

5.2 Revenue and Expenses

Statement of Revenue and Expenses:

Revenue year to date \$9,752.70; Actual Expenses year to date \$3,027.17.

Surplus to date is \$6,725.00

MOTION Reckseidler, Taylor moved the adoption of the financial reports as presented. Carried

5.3 Budget Revisions:

K. Ryder advised at the executive meeting the budget has been broken into more defined areas

MOTION: Smith moved to accept the new 2009 budget format as amended
Carried

6.0 New Business

6.1 Recommendations from the Executive

K. Ryder discussed what procedures the members would prefer in reference to the circulation of executive minutes. It was agreed only the recommendations from the executive be brought to the meetings and the minutes posted as draft until they have been brought to the regular meeting for approval,

Motion: Kemmere, Smith that recommendations only need to be brought to the members meeting. Carried

K. Ryder advised that The Town of Drumheller has been budgeted for \$4,000.00 per annum. R. Romanetz advised that the Town of Drumheller staff provides approximately 75 hours per year which consists of 60 hours of secretarial and administrative support and 15 hours accounting.

MOTION: Smith, Hovde that the Town of Drumheller receive \$4,000.00 per annum for Administrative and accounting costs. Carried

Per Diems

K. Ryder also advised that after reviewing and discussing samples of other groups policies for honorariums it was decided that a recommendation to the membership would be as follows: the member will be reimbursed for their travel expenses, including a mileage allowance equal to the Government of Alberta rate, accommodations if required and an honorarium payment of \$200.00 a day. Discussion was held and members agreed that \$200.00 a day was too much to be paid for a meeting that may only last 1 hour.

MOTION, Fieldler, Perry that the pre deim policy presented be approved with the amended policy to state \$200.00 per day or \$100.00 per day for 3 hours or less including travel time.

Carried

Discussion on representation for conferences was also discussed and concerns were heard regarding whom and how many would be able to attend these meetings. The budget is very limited and would be quickly consumed if everyone wanted to attend conferences and that these conferences should not be open to executives only, but to all members.

6.2 Update on Audit

K. Ryder advised that the towns auditor will not sign a letter of opinion unless the books have been audited. An external audit will cost anywhere between \$800.00 and \$1,000.00

MOTION: Fieldler, Taylor moved that an external audit be completed up to a maximum of \$1,000.00, monies from surplus will be used to cover these costs. Carried

6.3 RDRWA Water Conservation Terms of Reference

P. Churchill advised that the water assurance study has gone as far as it can without hiring a consultant; a working group will need to be established to work with Alberta Environment to provide additional support and responses to their concerns regarding the RDRMUG Water Assurance Study.

Motion: Watkinson-Zimmer, Smith to recommend the establishment of a work study group with the following members: (Original Steering Committee: Patt Churchill, Cliff Soper, Bill Shaw, Larry Pimm, Ray Romanetz, Dug Major, Cody Berggren) Plus Earl Marshall, Warren Smith and Annon Hovde. CARRIED

RDRWA Water Conservation Terms of Reference – Tabled until May 21st meeting when more information is available.

7.0 Executive Director's Report

- Prepared comparisons and information re members per diems, expenses etc. for executive meeting
- Attended Executive Meeting February 27, 2009
- Prepared revised budget revisions with assistance from the Town of Drumheller
- Met with RDRWA re Water Conservation project
- Reviewed workshop/seminar and provided information from:
 - AUMA
 - Canadian Water Resources Association
 - Alberta Conference April 5 – 8 (Lethbridge)
 - National Conference Quebec City June 9 – 12!!

- Alberta Water Council Symposium
- Canadian Water Resources Association
- Gleniffer Lake Reservoir Area Structure Plan (on www)

CANADIAN WATER RESOURCE ASSOCIATION - Alberta Branch Conference
[Water and Energy: Facts, Fiction and Trade-Offs](#)
 April 5-8, 2009, Lethbridge Lodge Hotel & Conference Centre

[WESTERN SNOW CONFERENCE](#)
 April 20 - 23, 2009, Canmore, Alberta

[INTERNATIONAL WORKSHOP ON WATER & WASTEWATER SECURITY](#)
 May 28 - 29, 2009, Calgary,

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:

Town of Olds – Spring water catch basins now over flowing, environment believe it's a high water table.

Clearwater County – Consultants report has now been completed

Town of Sundre – 300 meter Riverbank stabilization is being considered the cost is in the area of \$70,000.00.

Mountain View County – watching the snowpack very similar to Olds. Environment says they will not help with erosion.

Town of Sylvan Lake – Drainwater extension being studied. Building a bigger lagoon

Town of Linden – High water table this year, sandstone layer creating problems.

Starland County – No problems

Town of Hanna – Clear well is now complete

MD of Acadia Valley – Irrigation project received full funding for Oyen to Empress.

Village of Alix - Water leak in 2 cells

City of Red Deer – No report

Town of Drumheller – Rosedale to East Coulee to establish a water line.

Wastewater treatment plant expansion

Town of Trochu – No report

Town of Three Hills – No report

Village of Big Valley – No report

Town of Stettler – 15 million water treatment plant to be completed in 2010

Town of Delburn – Moving east in June

County of Reddeer – Proposed area structure plan for Glenniffer Lake development, rename Glenniffer Lake to Glenniffer reservoir.

County of Lacombe – Water now moves into Mirror.

9.0 Next Meeting Date

The next meeting is scheduled for June 18, 2009 at 2:00 PM at the Civic Centre, Drumheller, Alberta.

10. Adjournment

The meeting adjourned at 3:45 PM