

Minutes of the Red Deer River Municipal User Group Regular Meeting held on December 4, 2014 at 1:00 PM, Badlands Community Facility, Drumheller, Alberta

1.0 Call to Order – 2:16 PM (Followed AGM)

Attendance: Patt Churchill – Town of Innisfail, Sean McIntyre – Town of Sylvan Lake, Brian Holsworth – Kneehill County, Ron Howe – Town of Three Hills, Gordon Christensen – Village of Alix, Ray Reckseidler – Village of Delburne, Les Stulberg – County of Stettler, Richard Poole – Town of Blackfalds, Barb Shepherd, Lacombe County, Susan Grudecki – M.D. of Acadia, Jean Bota – Red Deer County, Bill Shaw – City of Red Deer, Mark Garneau – Town of Trochu, Murray Marshall – Starland County, Al Campbell – Town of Stettler, Doreen Blumhagen – County of Paintearth, Anne Marie Philipsen – County of Newell, Terry Yemen – Town of Drumheller, Ray Romanetz – Town of Drumheller, Terry Leslie – Town of Sundre, Gerald Campion, Town of Hanna, Dennis Kuiken – Village of Acme, Danny Rieberger – Town of Innisfail, Thomas Tracy – Town of Oyen, Keith Ryder – RDRMUG, Recording Secretary – Corinne Macdonald.

2.0 Adoption of Agenda

Additions to Agenda: 9.1 Executive Committee Recommendations
9.2 Water Smart Update

MOTION Philipsen, Bota moved that the agenda for the December 4, 2014 Red Deer River Municipal User Group Meeting be adopted as amended. Carried unanimously.

3.0 Confirmation of Minutes

3.1 Confirmation of minutes of the Regular Meeting of September 18, 2014

MOTION Bota, Yemen moved that the Red Deer River Municipal User Group Meeting minutes of September 18, 2014 be adopted as presented. Carried unanimously.

3.2 Business arising from minutes of September 18, 2014

4.0 Financial Reports to October 31, 2014

4.1 Balance Statement

4.2 Revenue and Expense

4.3 Accounting Notes

4.4 2015 Operating Budget/2015 Per Capita (moved up from Item 6.)

K. Ryder, Executive Director provided an overview of the financial status to October 31, 2014 as follows:

Balance Statement: Surplus – just under \$168,000.00

Expenses & Revenues: all memberships have been paid \$63,711.75. Deferred membership money is in the bank and comes over.

Administration: some anticipated projects relating to the Crown Reservation process did not go ahead so money was not used.

Membership: invitations have gone out to municipalities who are not RDRMUG members but are now receiving their water via new water services. (North Red Deer, Shirley McLellan, Highway 12/21)

MOTION Grudecki moved to accept the Financial Report to October 31, 2014 as presented. Carried unanimously.

5.0 NEW BUSINESS

5.1 Municipal Water Protection Action Plan

5.1.1 Update and Review of Action Plan

5.1.2 Terms of Reference

K. Ryder noted that at the September 18th meeting a report was presented for a new Action Plan, which was given support in principle by the membership to proceed. B. Shaw prepared the Terms of Reference and generally what the Action Plan would look like. B. Shaw advised that maintaining water quality in the Red Deer River system is an integral part of the RDRMUG strategic goal to secure sufficient water to support sustainable communities. This strategic desire lines up with the Water for Life Strategy, the Alberta Water Council, Watershed Alliance and RDRMUG Water Assurance Study.

MOTION Shephard, Bota moved to accept the Terms of Reference for the Red Deer River Municipal Users Group Project. Carried unanimously.

The Water Shed Alliance has offered to work with us and use some of their office space. B. Shaw noted that the Water Shed Alliance is working with 4 strategies; quality – technical side, quantity, land use and wet land, aquatic and riparian land. Working with the Water Shed Alliance you would be working with the Province; Water for Life. The RDRMUG does support quantity as it is all tied in together as we strive for the best quality of future water. We need partnerships with the same common goals. J. Bota noted that working with the Water Shed Alliance is a perfect partnership; they will compliment the focus we need in collaborations with the Province. R. Poole asked if the accepted Terms of Reference includes the budget in the package. K. Ryder advised that the operating budget for 2015 does include funding for special projects which would include the 18 month action plan project.

MOTION Romanetz moved to accept the report as presented. Carried unanimously.

5.1.3 Lead Project Coordinator Position

K. Ryder advised that he drafted a Contract Employment Opportunity after looking at the Terms of Reference. He advised that this person will be working with the Executive Director and Committee on several key jobs. They will be gathering information and research, identifying Municipal successes/failures in addressing protection of water quality and supply, municipal data and information gaps and seek to address gas, etc. The qualifications will be the same as what the Water Shed used for their positions.

MOTION Tracy, Campion moved to accept the outline of the Contract as presented.

MOTION Carried unanimously

P. Churchill noted that the draft Opportunity is what we are going to advertise. She also noted that the resumes must be received by December 19, 2014 and interviews will be in January and February, with hiring probably in March. R. Poole asked if this will be a full time person. P. Churchill advised that it will be a contract position. K. Ryder noted that the Steering Committee will steer the mechanics of the position probably working in **contrast** with the Water Shed Alliance.

5.1.4 Additional Information – available on the website

6.0 2015 Operating Budget / 2015 Per Capita

K. Ryder advised that the 2015 revenue is based on current membership and recommended continuing with the \$0.25 per capita. The Closing Surplus would be \$54,969.02. He also noted that at the end of 2016 at the current rate would cover the Water Protection position. The Shirley McLellan Water Project should give us new members.

S. Grudecki left the meeting.

MOTION Campion, Reckseidler moved to accept Scenario 1 of the 2015 RDRMUG Operating Budget. Carried unanimously

7.0 Executive Director's Report/ Admin Items:

7.1 2015 Meeting Dates

K. Ryder noted that the RDRMUG's meetings have been held bi-monthly on the third Thursday of the month and otherwise at the call of the Chairman for extra meetings, which have been very rare in the past. There have been some field trips; Dixon Dam. The Drumheller location has worked in the past. He asked if there were any changes in the meeting structure. G. Campion suggested moving the meeting in January to February and we might have the Project Co-ordinator hired and then go back to the scheduled meetings. The members agreed February 19th at 1:00 PM will be the date for the next meeting. K. Ryder noted that if anyone could not make the meeting they could send an alternate member.

MOTION Campion to reschedule January meeting to February 19, 2015 and then bi-monthly, 3rd Thursday commencing March 19, 2015. Carried Unanimously

MOTION Campion to accept the Executive Director's report for information.

8.0 Agenda Additions

8.1 Executive Committee Recommendations

The Disaster and Hazard Committee – P. Churchill advised that the Executive Committee recommends that this committee be disbanded. K. Ryder noted that it was an ADHOC Committee.

MOTION Yemen, Leslie moved to disband the Disaster and Hazard Committee. Carried unanimously.

8.2 Water Smart Update

The water modeling project of the Red Deer River Basin has been completed and arrangements will be made for this group to attend a future RDRMUG meeting and demonstrate the capabilities of the modeling process.

B. Holsworth left the meeting.

9.0 Annual Renewal of Executive Director Contract

MOTION Campion, Bota moved to increase K. Ryder's wage by 3%. Motion carried.

R. Reckseidler left the meeting.

10.0 Municipal Project Review: *An opportunity for all representatives to share their current and future water/waste water projects.*

11.0 Correspondence:

1) Handouts at the meeting

12.0 Next Scheduled Meeting Date: Thursday, February 19, 2015.

13.0 Adjournment

MOTION Campbell moved to adjourn the meeting at 3:34 PM. Carried unanimously.