

**HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION**

**Regular Meeting**

**Thursday, September 14<sup>th</sup>, 2017 at 1:00 p.m.  
Water Commission Office  
Ryley, Alberta**

**1. PRESENT:**

**COMMISSION members PRESENT at commencement:**

**Ron Yarham, Beaver County  
Rod Hunter, Town of Viking  
Lavonne Svenson, Village of Ryley  
Bernie Marko, Village of Holden**

**COMMISSION members ABSENT at Commencement:**

**Bernie Perrot, Town of Tofield  
Deb Dueck, Alternate, Town of Tofield**

**ADMINISTRATION present at Commencement:**

**Al Harvey, CAO  
Brent Clark, Director of Operations  
Shelly Good, Recording Secretary**

**2. CALL TO ORDER:**

Chairman Yarham called the Regular meeting to order at 1:00 p.m.

**3. ADDITIONS/DELETIONS TO THE AGENDA:**

**17- 42 MOVED by CM Hunter that the agenda be approved, as presented.**

**CARRIED**

**4. MINUTES:**

4.1 Minutes of the Highway 14 Regional Water Services Commission Regular Meeting held June 15<sup>th</sup>, 2017.

CM Hunter noted that alternate is to be removed beside his name on the Commission members present.

**17-43 MOVED by CM Hunter to approve the minutes of the Regular Meeting of June 15, 2017 as amended.**

**CARRIED**

The notes of Highway 14 Regional Water Services Commission Strategic Planning session held August 3<sup>rd</sup>, 2017, were referred to later in the meeting.

*Deb Dueck arrived at 1:06 p.m.*

**5. FINANCIALS:**

- 5.1 Monthly Bank Reconciliation Statement –August 31<sup>st</sup>, 2017.
- 5.2 Investment Report- August 31<sup>st</sup>, 2017
- 5.3 Budget Report for Month Ending August 31<sup>st</sup>, 2017.

**17-44 MOVED by CM Svenson to approve the Financial Reports ending August 31<sup>st</sup>, 2017.**

**CARRIED**

**6. UNFINISHED BUSINESS:**

- 6.1 New Office Building

**17-45 MOVED by CM Dueck to proceed with Option A, to purchase lockers, copier room cabinet, boardroom projector, screen, tables, chairs and desk; a bathroom cabinet; and a rolling filing system.**

**CARRIED**

- 6.2 Reservoir Costing

**17-46 MOVED by CM Dueck that the Highway 14 Regional Water Services Commission directs administration make the issue of water quantity and options a key part of the orientation to the next Commission.**

**CARRIED**

- 6.3 Investment Policy

**17-47 MOVED by CM Svenson draft a policy after further research. The issue to be postpone to the next Commission.**

**CARRIED**

7. **NEW BUSINESS:**

7.1 Policy on Deposits

**17-48 MOVED by CM Dueck that the Highway 14 Regional Water Services Commission postpone subject to additional information and refer to administration to conduct a review of private and public-sector options and practices.**

**CARRIED**

7.2 Commission Strategic Plan Workshop

**17-49 MOVED by CM Dueck that the Highway 14 Regional Water Services Commission accept for information the Strategic Plan notes and postpone, subject to a joint meeting of the new and old Commission to review the issues and thoughts presented, and that the Commission have monthly meetings so strategic planning can be worked on.**

**CARRIED**

7.3 New Commission Orientation

**17-50 MOVED by CM Hunter that the Highway 14 Regional Water Services Commission directs administration to develop an orientation for the new Commission with the opportunity for the existing members to meet with them.**

**CARRIED**

8. **REPORTS:**

8.1 CAO Report- Al Harvey- Verbal Report Presented

8.2 Director of Operations Report – Brent Clark

**17-51 MOVED by CM Hunter to accept the CAO and Director of Operations Reports.**

**CARRIED**

9. COUNTY:

9.1 Bathgate Water Co-op

17-52 **MOVED** by *CM Hunter* to accept for information.

**CARRIED**

Next Meeting - The next Organizational & Regular Commission Meeting is scheduled for November 16<sup>th</sup>, 2017, at 1:00 p.m., Commission office.

9. IN CAMERA:

10. ADJOURNMENT:

17-53 **MOVED** by *CM Yarham* to adjourn the Regular Meeting at 3:07 p.m.

**CARRIED**



Chairperson



CAO