

**MINUTES OF THE SMOKY RIVER REGIONAL WATER
MANAGEMENT COMMISSION MEETING HELD IN THE
SMOKY RIVER REGIONAL FIREHALL
on March 26, 2024**

PRESENT: Donna Buchinski
Norm Boulet
John Coy
Maggie Gervais
Luc Levesque
Gilles Roy
Marcus Sheane
Joseph Zdeb Chairperson
Edward Telford, Delegation
Administration: Rick Gervais, Manager

CALL TO ORDER: Chairperson Joseph Zdeb called the meeting to order at 7:01 p.m.

AGENDA: Moved by John Coy that the agenda be approved as amended. Addition of Other Business c) Alberta Municipalities / NAEL Update.
CARRIED

DELEGATION: Edward Telford, Senior Audit Manager, JDP Wasserman presented the 2023 Draft Audit Financials.
Edward advised the Smoky River Water Commission to have the approved budget signed by 2 Board members at the time of budget approval.
Moved by Donna Buchinski to transfer \$60,493.00 from Capital Reserves to Unrestricted Surplus.
CARRIED
Moved by Norm Boulet to accept the 2023 Draft Audited Financials as amended. (copy attached)
CARRIED
Edward Telford left the meeting at 7:28 p.m.

REGULAR MINUTES: Moved by Donna Buchinski that the minutes of January 25, 2024, be approved as presented. (copy attached)
CARRIED

BUSINESS ARISING:	None
BANK RECONCILIATION:	Moved by Maggie Gervais that Bank Reconciliation dated January 31, 2024, be accepted as circulated. (copy attached) CARRIED Moved by John Coy that Bank Reconciliation dated February 29, 2024, be accepted as circulated. (copy attached) CARRIED
FINANCIAL REPORTS:	Moved by Donna Buchinski that Income Statement dated March 14, 2024, be accepted as information. (copy attached). CARRIED
BILLS FOR PAYMENT:	Moved by Norm Boulet that the accounts payable for cheques No. 4840 to 4868 and 14 online payments ending March 14, 2024, in the amount of \$144,133.16 to be ratified by the Board. (copy attached) CARRIED
MANAGER UPDATE:	Moved by John Coy to accept the Manager's update as information. (copy attached) CARRIED
POLICY REVIEW:	Moved by Gilles Roy that Policy No. 407 Tangible Capital Assets, be approved as circulated. (copy attached) CARRIED Moved by Donna Buchinski that Policy No. 003-2 FOIP/Confidentiality, be approved as circulated. (copy attached) CARRIED Moved by Donna Buchinski that Drafted Policy No. 003-1 Board Members Code of Conduct, be tabled until the next meeting for more information to be added to the Policy regarding accountability and disciplinary action. (copy attached) CARRIED
ENTERPRISE FLEET MANAGEMENT:	The Manager presented quotes from Enterprise Fleet Management, Peace River Ford, and Wheaton Chevrolet. (copies attached)

Moved by Joseph Zdeb to continue Leasing from Enterprise Fleet Management for another 2-year period open-end Lease.

CARRIED

OTHER BUSINESS:

Emergency Pumping Memo: The Manager brought forward information regarding a new grant funded program "Drought and Flood Protection Program" that our intake work would seem to align well with. The Manager will investigate further detail of the criteria of the grant.

Moved by John Coy that the Manager apply for the Emergency Pumping Memo through the new "Drought and Flood Protection Program".

CARRIED

Moved by Joseph Zdeb to accept M2 Engineering's Emergency Pumping Memo as information. (copy attached)

CARRIED

New Truck Fill Discussion: It was discussed if it is wise for the Commission to invest in a New Truck Fill System and Land at this time. The Manager provided information regarding landowners where we were exploring a Truck Fill System. (copy attached)

Moved by Norm Boulet that the Commission does not move forward with a new Truck Fill System.

CARRIED

Alberta Municipalities / NAEL Update: Donna Buchinski provided the Board with information regarding potential drought situations in the province. Alberta Environment may curtail how much water can be diverted this year. Interbasin water transfers may happen in certain areas dependant on water supply. The province has declared 5 stages to Emergency Drought situation, and we are currently in stage 4. It was discussed that every municipality in our MD should be providing the same information to the public as to water conservation. The Manager will investigate if the Commission has an Emergency Drought Plan and will revise as applicable.

CORRESPONDENCE:

Statement of Funding and Expenditures:
THM/HAA Contravention Letter to AEPA:
Gabriella Peter, AEPA Email:

Letter to Local Municipalities:

AEPA, Rebecca Schulz Letter, Alberta Droughts:

Moved by Maggie Gervais to accept all correspondence as information. (copies attached)

CARRIED

NEXT MEETING: The next meeting is scheduled for Tuesday May 21, 2024, at 7:00 p.m.

ADJOURNMENT: Chairperson Joseph Zdeb adjourned the meeting at 8:53p.m.



Chairperson



Recording Secretary