

## **Agenda – Regina South Pipeline Annual General Meeting Rowatt Hall, February 17, 2009 7:30 PM**

Call to Order	Vice Chairman Pat Otte
Recognition of Former Chair	Presentation to founding Board Chairman, Deborah Lewko – Jim Chernick, Pat Otte
Introduction of New Chairman	Secretary Treasurer Jim Chernick
Introductions of Board and Staff Present	Grant Nelson.
Additions to the Agenda	
The Year In Review	Power Point Presentation
Minutes of Previous Meeting	Review Mover and Seconder requested Call for the Vote
Review of 2008 Financial Statements	Power Point Presentation Mover and Seconder requested Call for the Vote
Review of 2009 Budget	Power Point Presentation
Election of Board of Directors	Power Point Presentation Election Process: <ol style="list-style-type: none"><li>1. Call for Nominations – Mover and seconder for each nomination. Person must be present and either be the movers/ seconder, or asked if they accept the nomination. Call for the Vote. Repeat process for every vacant seat</li><li>2. Declare results of the election.</li></ol>
Discussion Items	
New Subscribers Policy	Power Point
Questions and Answers	

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The first annual meeting of the Regina South Pipeline Public Utility Board was called to order at 7:30 pm with various subscribers in attendance and the following Board Members:

- Chairman - Deborah Lewko Frank  
Vice Chairman - Pat Otte  
Secretary-Treasurer - Jim Chernick  
Board Members Randy Schmidt, Ken Clarke, Grant Nelson  
From PFRA - Kevin Zerr  
From Tollifson - Doug Thompson
- Opening Greetings Pat Otte, Vice Chairman, provided opening greetings and turned the meeting over to Deborah Lewko Frank, Chairman
- Introductions Board Members and Administrator Brian Shauf were introduced. It was announced that Fred Mytopher was the new operator.
- Chair's Presentation Highlights of the Presentation
- Water has been flowing since November, 2006
  - \$14500.00 capital cost for initial subscribers, financed over 10 year period, at an interest rate of prime minus 0.5
  - Options for payment included monthly, quarterly. Annually capital can be paid down.
  - a few subscribers paid in full
  - it was noted that in May, the construction was locked in with the Royal Bank at 6.77% for a ten year term. The loans were initially calculated at 5.5%; so revised interest and loans will be reflected after November 1st.
  - payment methods include cheque and preauthorized payments
- Collection procedures
- after 90 days of non payment for usage, water will be shut off
  - arrears of capital costs will be added to the taxes for the property
- Water Rates
- City of Regina's rate is higher than originally thought due to a meter charge. Previously, it has worked out that what we were charging for the water was approximately the same as we were being charged. In order to be viable, this must be dealt with. With 2 options being considered (doubling the water rates or charging monthly admin fee), the Board decided to go with the \$15.00 Admin fee.
- Changes to Corporate Bylaw Deborah explained that in lieu of any compensation for Board Member duties, the Board members receive their water at a reduced rate. However, the expectation is that the Board Members receiving this benefit would be "active" board members. A bylaw change was be put forward for consideration:
- Frank/Nelson 1. Definition of Active Board Member

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A Board member be in attendance and participate in at least 7 of the 12 regular Board meetings in order to maintain the status of being an active Board member"

Carried

Election of Officers  
Frank/Schmidt

The Chair, Vice-Chair and Treasurer shall form the Executive Board Members. They shall be elected at the Annual General Meeting by Subscribers to the Water Utility Board. The term of office shall be 2 years.

Other Board members shall include a Subscriber from the RM of Sherwood, the RM of Bratt's Lake, the RM of Lajord and members at large. Other Board Members shall be 3 to 5 and they shall be elected annually at the Annual Meeting by Subscribers to Regina South Pipeline Public Utility Board

Carried

Signing Authority for  
Banking  
Clarke/Wilke

For banking purposes, the signing officers of the Regina South Pipeline Public Utility Board shall be:  
The Administrator and any one of the Executive Committee (Chair, Vice Chair, or Treasurer)

Carried

New Subscribers

The Board will consider new subscribers in consultation with Tamarack. The cost will be a minimum of \$22,000 or actual cost, plus \$3,000 surcharge if the Board agrees to add more connections

Clean up

Clean up of land after last year's installation. There is still work to be done here - we will make Tollifson aware of anything we find out.

PFRA Grant Money

Question from K. Bueche if there was any PFRA funds received for the late subscribers. Deborah responded that there was grant funds received but that it was the Board's decision to apply it to the general revenues. (NOTE: Later clarified that a partial reduction of \$4,000 was applied to the capital account of each late subscriber)

Capacity

There is lot of capacity left. Doug Thompson spoke of the engineering design and standards involved. Probably could double the number of subscribers with minimal upgrades to the system.

Election of Chairman

Otte/Clark  
BE IT RESOLVED that Deborah Lewko Frank be nominated as the Chairman

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Nominations Ceased.

Deborah Lewko Frank declared the Chairman for a 2 year term

Vice Chairman

Lewko Frank/R.Barbaro

That Pat Otte be nominated as Vice Chairman

Nominations Cease

Pat Otte declared as Vice Chairman for a 2 year term

Treasurer

Lewko Frank/Mark Novak

That Jim Chernick be nominated as Treasurer

Nominations Cease

Jim Chernick declared as Treasurer for a 2 year term

Other Members

Other Board Members volunteered or were nominated as follows:

RM of Sherwood - John Wilke

RM of Bratt's Lake - Grant Nelson

RM of Lajord - Ken Clarke

Members at Large Pat Schmidt, Mandy Windecker

These will serve a 1 year term

Water Safety

explained that we are still under a boil water advisory while we are awaiting consistent test results. We have been without an operator but that has now been resolved

Adjournment

The meeting adjourned at the call of the chairman at approximately 8:30 PM

Presented to the Board this \_\_\_\_ day of \_\_\_\_\_  
and certified as correct.

\_\_\_\_\_  
Chairman Deborah Lewko Frank,

\_\_\_\_\_  
Secretary Brian Shauf, Recording