

501 UTILITY AUTHORITY INC.

Board of Directors

Tuesday March 16th, 2021

Parish Hall, St. Walburg – to be confirmed

- 1:30 p.m. to 2:30 p.m. - Governance Committee Discussion

- 2:45 p.m. to 4:00 p.m. - 501 Utility Board Meeting

MEETING AGENDA

Attendance:

Regrets:

Alternates:

Delegations:

REGULAR AGENDA

1. Call to Order @ _____

2. Agenda

3. Minutes – Regular Board Meeting – February 16th, 2021

Errors or Omissions ✓ *Motion to approve* _____ Seconded _____

- **Business arising from the Minutes**

1. Asset transfer to 501 Utility Authority – Bylaw No 01/21 with Schedules
2. Operating Agreement – Bylaw No 01/20 (Attached)
 - Review Schedule B
3. Insurance – SUMAssure
 - each partner to bring last years useage
 - asset management
4. Website
 - Board packages (Agenda, Signed Minutes, Financials)
 - Governance - Bylaws and Policies
 - Board of Directors – possible to set up private folder with password
 - Administration admin@501utility.ca – remove Galt and add Cindy Villeneuve
 - Financial Administration finance@501utility.ca - add Cindy Villeneuve and Shiloh Bronken as backup
5. Sask 1st Call
 - Locate Requests: Standards for Line crossing. Galt is working with Operations at the Dundurn Utility regarding Guidelines and Depth. Typically these guidelines are project specific.
6. Admin Contact list for CAOs (Website, Sask 1st, WSA, etc.) attached

7. P.O. Box 285 (Don Nicholson send letter with explanation)

4. FINANCIAL REPORTS, MANAGEMENT ACCOUNTING

8. Financial Statements and Reports

February Bank statement and reconciliation, balance sheet, receipts, payments budget proposals and variance report.

✓Motion to Receive Reports _____ Seconder _____ Carried _____

9. Total Payables for Approval Feb 17, 2021 to Mar 16, 2021. \$ _____

✓Motion to approve _____ Seconder _____ Carried _____

10. 2021 Proposed Budget update attached– review interim Budget before Sept 15/21

11. Variance Report - Budget v Operations to February 2021 - performance and forecast, subject to budget review and approval

12. Audited Financial Statements – 2020 in progress

13. GST Registration – retro to start of business (Summer 2019) -need minute book and information from Logan; Letter to CRA required

14. VOD demand test

5. Other Business

a. Delco Programming – need log in codes to check system. To date, only have screen shot of alarms. Bernard to check with Marvin.

b. Signing Folder (reminder)

6. Seasonal deficiencies list: Matters to monitor after April 2021 – Information only

a. St. Walburg dump – gravel – near completion (Environmental issues)

b. Roof repair (Cell 2, 3 and 4) B. Ecker

c. RM Truck Dump – Pad – ground settled underneath (Owen fix Spring)

7. New Business

8. Correspondence

9. Next meeting – April 13th, 2021 @ 1:30 p.m.

Motion to Approve _____ Seconder _____ Carried _____

10. Adjournment @ _____

Motion to Adjourn. _____ Seconder _____