

CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION (CRNWSC)

Board Meeting Minutes

Monday, September 26, 2022

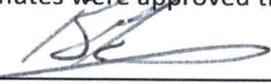
Sturgeon County Cardiff Room

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| CALL TO ORDER | Commission Vice Chair, Councillor Jibs Abitoye, called the meeting to order at 9:40 a.m. | |
| ATTENDANCE | Councillor Jibs Abitoye | City of Fort Saskatchewan |
| | Councillor Neal Comeau | Sturgeon County |
| | Councillor Norman Sandahl | Town of Gibbons |
| | Councillor Rob Olsen | Town of Redwater |
| | COMMISSION ADMINISTRATION Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary | |
| | COMMISSION ENGINEER Chris Parfitt, Associated Engineering | |
| Guests | nil | |
| Regrets | Mayor Brian Holden, Town of Bon Accord Councillor Bill Tonita, Strathcona County | |
| 1. INTRODUCTIONS | Commission Vice Chair welcomed the 2022 Board representatives and led the roundtable introductions. | |
| 2. ADOPTION OF AGENDA | Commission Manager stated a correction to include Adoption of Agenda in the Agenda. MOVED by Norman Sandahl. That the agenda for September 26, 2022 be adopted. CARRIED (2022.09.26.01) | |
| 3. APPROVAL of April 25, 2022 BOARD MEETING MINUTES | MOVED by Neal Comeau. That the board meeting minutes of April 25, 2022 be approved. Discussion. CARRIED (2022.09.26.02) | |
| 4. COMMISSION ENGINEER REPORT Update Capital and Operational Project Status: a) HMI Upgrades b) Cathodic Protection Assessment c) Smartball Inspection d) Radio Tower installation Online Station e) Presentation on Asset management | Commission Engineer presented the Capital and Operational Project status update. MOVED by Neal Comeau. That the Board accept the Commission Engineer's report as information. Discussion. CARRIED (2022.09.26.03) MOVED by Norman Sandahl. That the Commission Manager demonstrate that the amortization is set aside in reserves for the replacement cost of lines as per the Capital Reserve Fund Policy 2021-003 for the January 2023 meeting. Discussion. CARRIED (2022.09.26.04) | |

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| <p>5. JSBRWSC Subcommittee Update report</p> | <p>Moved by Rob Olsen. That the Board approve the JSBRWSC rate model true up expenditure of \$96,073.78, funding to be from the Future Capital Reserve. In 2021, the revenue we obtained from JSBRWSC would have been transferred to the Future Capital Reserve. Discussion. CARRIED (2022.09.26.05)</p> |
| <p>6. City of Fort Saskatchewan Subcommittee Update report</p> | <p>No update.</p> |
| <p>7. COMMISSION MANAGER / FINANCE REPORTS a) Strathcona County water supply agreement update (In Camera) b) Capital Plan Amendment Water Tower c) Month End Financial Statements -Comparative Income Statements -Capital & Project Cost Allocation Detail July 31, 2022 -Balance Sheet July 31, 2022 -Water Consumption report August 31, 2022 d) 2023 Proposed rate for members</p> | <p>a)MOVED by Norman Sandahl. That the Board meet in private to discuss matters protected from disclosure under the <i>Freedom of Information and Protection of Privacy (FOIP) Act Section 25 – Disclosure harmful to economic and other interests of a public body</i> at 10:44 a.m. CARRIED (2022.09.26.06)</p> <p>MOVED by Neal Comeau. That the Board revert to open session at 10:58 a.m. CARRIED (2022.09.26.07)</p> <p>MOVED by Norman Sandahl. That the Board accept the Strathcona County water supply agreement update as information. CARRIED (2022.09.26.08)</p> <p>b)MOVED by Norman Sandahl. That the CRNWSC Board amend the 2022 Capital Budget in the amount of \$280,000 to fund this Online Station Communication Radio Tower. Funding of this Capital will be from the CRNWSC Future Capital Reserve. Discussion. CARRIED (2022.09.26.09)</p> <p>c)MOVED by Neal Comeau. That the Board receive the YTD Financial Reports as information. Discussion. CARRIED (2022.09.26.10)</p> <p>d)MOVED by Neal Comeau. That the Board accept 2023 Proposed rate for members and that the Commission Manager bring forward rate forecast for 2024 – 2028 at the January 2023 Board meeting. Discussion. CARRIED (2022.09.26.11)</p> |

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| <p>8. AWWA ACE Conference Updates Bill Tonita & Neal Comeau a) Board Development Policy 2021-006</p> | <p>Neal Comeau provided Board members an update on the AWWA ACE 2022 Conference.</p> <p>MOVED by Norman Sandahl. That the Board approve the actual cost reimbursement of the 2 Board members that attended the AWWA ACE 2022 Conference. Discussion. CARRIED (2022.09.26.12)</p> <p>MOVED by Norman Sandahl. That the Commission Manager bring back the Board Development Policy with changes to the amounts from \$6000 to \$7500 allowance. Discussion. CARRIED (2022.09.26.13)</p> |
| <p>9. QUESTIONS OF MEMBERS OF COMMISSION AND ADMINISTRATION</p> | <p>None</p> |
| <p>10. 2022 PROPOSED MEETING DATES & LOCATIONS November 28, 2022 (Organizational & Budget Meeting) – Fort Saskatchewan (location to be determined)</p> | <p>November meeting location change from Strathcona County to Fort Saskatchewan.</p> |
| <p>11. 2023 CONFERENCE OPPORTUNITIES</p> | <p>2023 Conference Opportunities provided to Board members.</p> |
| <p>12. ADJOURNMENT</p> | <p>There being no further business, the Vice Chair declared the meeting adjourned at 11:30 a.m.</p> |

These minutes were approved this 28 day of Nov, 2022.



CHAIR



COMMISSION MANAGER