

CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION (CRNWSC)

Board Meeting Minutes

Monday, January 30, 2023

Town of Redwater

1. CALL TO ORDER	The Commission Manager called the meeting to order at 9:30 a.m.	
ATTENDANCE	Councillor Rob Olsen	Town of Redwater
	Councillor Norman Sandahl	Town of Gibbons
	Councillor Neal Comeau	Sturgeon County
	Councillor Timothy Larson	Town of Bon Accord
	Councillor Bill Tonita	Strathcona County
	Councillor Brian Kelly	City of Fort Saskatchewan
	COMMISSION ADMINISTRATION Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary	
	COMMISSION ENGINEER Chris Parfitt, Associated Engineering	
Guests	John McDonnell – Brownlee LLP via Zoom Paul Stucco – Brownlee LLP via Zoom Sarah Larlee – Associated Engineering	
Regrets	nil	
2. INTRODUCTIONS	Commission Manager welcomed the 2022/2023 Board representatives and led the roundtable introductions.	
3. ORGANIZATIONAL MEETING a) Nomination of Chair	<p>Chair The Commission Manager called for nominations for the position of Chair. Norman Sandahl and Neal Comeau were nominated. No further nominations were received, and nominations were declared closed. A vote was conducted.</p> <p>There was a tie vote of 3 - 3 for the position of Chair. Commission Manager appoints Rob Olsen as Interim Chair. Chair position will be voted on at the April 2023 Board meeting.</p> <p>Rob Olsen assumed the position of Interim Chair for the remainder of the meeting.</p>	
4. ADOPTION OF AGENDA	<p>MOVED by Norman Sandahl. That the agenda for January 30, 2023 be adopted. CARRIED (2023.01.30.01)</p>	
5. APPROVAL of November 28, 2022 BOARD MEETING MINUTES	<p>Discussion. MOVED by Brian Kelly. That the amended Board meeting minutes of November 28, 2022 be approved. Discussion. CARRIED (2023.01.30.02)</p>	

<p>8. COMMISSION ENGINEER REPORT Capital & Operational Project Status</p> <p>a) Radio Tower Installation Online Station</p> <p>b) Cathodic Protection project</p>	<p>Chris Parfitt presented the Capital and Operational project status update to the Board members.</p> <p>Discussion. Moved by Bill Tonita. That the Board accept the Capital and Operational project status update as information. CARRIED (2023.01.30.03)</p>
<p>6. COMMISSION SOLICITOR PRESENTATION AND REPORT</p> <p>a) Orientation Presentation and Discussion</p>	<p>John McDonnell presented the Orientation presentation. Discussion.</p>
<p>6. COMMISSION SOLICITOR PRESENTATION AND REPORT</p> <p>b) NECL litigation (In Camera presentation)</p> <p>7. City of Fort Saskatchewan Subcommittee Update Report (In Camera)</p>	<p>Moved by Timothy Larson. 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 10:49 a.m. CARRIED (2023.01.30.04)</p> <p>MOVED by Brian Kelly. That the Board revert to open session at 11:59 a.m. CARRIED (2023.01.30.05)</p> <p>MOVED by Brian Kelly. That the Board authorize the Commission Manager to make the offer as described by legal council in the In Camera session. CARRIED (2023.01.30.06)</p> <p>MOVED by Neal Comeau. That the Board accept the City of Fort Saskatchewan Subcommittee Update report as information. CARRIED (2023.01.30.07)</p>
<p>9. Drinking Water Safety Plan presentation</p>	<p>Sarah Larlee presented the Drinking Water Safety Plan to the Board members. Discussion.</p>
<p>10. COMMISSION MANAGER / FINANCE REPORT</p> <p>a) Strathcona County water supply agreement (verbal)</p> <p>b) Month End Financial Statements -Comparative Income Statement November 2022</p>	<p>a) Commission Manager presented the Strathcona County water supply agreement to the Board. Discussion.</p> <p>MOVED by Norman Sandahl. That the Commission Manager bring back to the Board a Bylaw addressing the disposition of assets s required by MGA Sec. 602.09(1)(F) for the April 24, 2023 meeting. CARRIED (2023.01.30.08)</p>

<p>-Capital & Project Cost Allocation Detail November 2022 -Balance Sheet November 2022 -Water Consumption Report December 2022</p>	<p>ACTION: Commission Manager to draft Disposition of Assets Bylaw.</p> <p>MOVED by Brian Kelly. That the Board direct the Commission Manager to have an independent study completed to certify the Southside waterline is no longer required to service the members of the Commission. MOTION DEFEATED. Recorded votes: Brian Kelly and Neal Comeau voting in favor, and Norm Sandahl, Rob Olsen, Bill Tonita and Timothy Larson voting against.</p> <p>MOVED by Brian Kelly. That the CRNWSC should not restrict any independent jurisdiction from its ability to purchase or sell water, that any clauses within the proposed Water Supply Agreement with Strathcona County prohibiting the sale of water to a member or customer be limited to only such time as the County is itself a member of the CRNWSC. MOTION PASSED. Recorded votes: Brian Kelly, Bill Tonita, Rob Olsen and Neal Comeau voting in favor, and Norm Sandahl and Timothy Larson voting against. CARRIED (2023.01.30.09)</p> <p>Neal Comeau left the meeting at 1:50 pm.</p> <p>MOVED by Brian Kelly. That the Board directs the Commission Manager to present the proposed agreement with Strathcona County to the Commission Board for ratification subsequent to Board approval of the new Disposition of Assets bylaw. MOTION PASSED. Recorded votes: Brian Kelly, Bill Tonita, and Rob Olsen voting in favor, and Norm Sandahl and Timothy Larson voting against. CARRIED (2023.01.30.10)</p> <p>b) Commission Manager presented the Month End Financial Statements. Discussion. MOVED by Brian Kelly. That the Board accept the YTD Month End Financial Statements as information. CARRIED (2023.01.30.11)</p>
<p>11. QUESTIONS OF MEMBERS OF COMMISSION AND ADMINISTRATION</p>	<p>None.</p>

12. 2023 MEETING DATES & LOCATIONS a) April 24, 2023 (Financial Audit Meeting)-Town of Gibbons b) September 25, 2023 (Capital Budget Meeting)-City of Fort Saskatchewan c) November 27, 2023 (Organizational & Budget Meeting)-Sturgeon County	
13. 2023 CONFERENCE OPPORTUNITIES	
14. ADJOURNMENT	There being no further business, the Interim Chair declared the meeting adjourned at 2:17 pm.

These minutes were approved this 24 day of April, 2023.



CHAIR



COMMISSION MANAGER