



**CAPITAL REGION NORTHEAST WATER SERVICES  
COMMISSION**

**BOARD MEETING**

9:00 am, Monday, December 22, 2025  
Strathcona County Meeting Room, Sherwood Park  
**MINUTES**

Attendance:

**COMMISSION MEMBERS:**

Dave McRae - Chair	Town of Redwater
Timothy Larson- D. Chair	Town of Bon Accord
Patrick Noyen	City of Fort Saskatchewan
Robert Simonowits	Town of Gibbons
Katie Berghofer	Strathcona County
Alanna Hnatiw	Sturgeon County

Other:

Gene Sobolewski	Commission Manager
Tara Harder	Executive Clerk
Brian Kelly	
Jeff Patton	City of Fort Saskatchewan

**1) Call to Order**

Chair called the meeting to order at 9:05am

**2) Adoption of Agenda**

**25-12-001**

**MOVED** by Director Berghofer

That the Agenda be adopted as presented.

**Carried**

**3) Adoption of Minutes**

**a) November 17, 2025 Board Organizational Meeting Minutes**

**25-12-002**

**MOVED** by Director Larson

That the Organizational Meeting Minutes of November 17, 2025 be adopted as presented.

**Carried**

**b) November 17, 2025 Board Meeting Minutes**

**25-12-003**

**MOVED** by Director Noyen

That the Minutes of November 17, 2025 be adopted as presented.

**Carried**

**4) Delegation**

**5) Engineer Report**

**6) Business**

**a) AUC Update/Overview of AUC Decision – Closed Session**

**\*\*Return to Open Session\*\***

**25-12-004**

**MOVED** by Director Simonowits

That the Board that move into Closed Session at 9:07 am

**Carried**

25-12-005

**MOVED** by Director Hnatiw

That the Board move out of Closed Session at 10:07 am

Carried

**b) Set a special meeting with Counsel and Expert Witness (from closed session)**

25-12-006

**MOVED** by Director Larson

That the Board meet on January 15<sup>th</sup> at 1:00pm in Strathcona County.

Carried

25-12-007

**MOVED** by Director Larson

That the Board take a short break at 11:17am to 11:27am.

Carried

**c) 2026 Operating Budget**

25-12-008

**MOVED** by Director Berghofer

That the Board adopt the Operation Budget for the 2026 fiscal year as presented with the opportunity for the Board to revisit at any time during the year.

In Favour (5)      A. Hnatiw, D. McRae, R. Simonowits, K. Berghofer, T. Larson

Opposed (1)      P. Noyen

Carried

□

**d) 2026 25 Yr Capital Budget**

25-12-009

**MOVED** by Director Larson

That the Board adopt the 2026 25 year Capital Budget, as presented, for 2026 fiscal year.

In Favour (5)      A. Hnatiw, D. McRae, R. Simonowits, K. Berghofer, T. Larson

Opposed (1)      P. Noyen

Carried

Director Berghofer left the meeting.

**e) 2026 Water Rate – Amendment to Schedule A**

25-12-010

**MOVED** by Director Hnatiw

That the Board approve the amendments to the Schedule A of Bylaw 2024-001 to amend the water rates to be \$1.1400/m<sup>3</sup> for JSBRWSC and \$1.4164/m<sup>3</sup> for the City of Ft. Saskatchewan, Sturgeon County, The Town of Gibbons, the Town of Bon Accord, and the Town of Redwater and the Hwy 28/63 Water Services Commission as read in the amended Schedule A.

In Favour (4)      A. Hnatiw, D. McRae, R. Simonowits, T. Larson

Opposed (1)      P. Noyen

Carried

**f) Strathcona County November 14, 2023 expedited withdrawal letter – discussion**

25-12-011

**MOVED** by Director Hnatiw

That the Board bring this back to the table for the next meeting in January.

Carried

**g) PCCP Repairs Cost Update**

25-12-012

**MOVED** by Director Larson

That the Board accept the status update on the anticipated costs to undertake the repairs of the two leaks on 900mm PCCP pipe and further approve the Commission Manager to transfer up to a maximum of \$350,000 from the operating reserve to fund this project. The Board further authorizes the Commission Manager to use the

surplus funds from the RBC chequing account as necessary to further assist in covering the project cost.

Carried

□

**25-12-013**

**MOVED** by Director Noyen

That the Board further directs the Commission Manager to advise the John S Batiuk Regional Water Services Commission of the anticipated costs for their share of the project and request prompt payment once invoices for the final costs.

Carried

**h) Water Consumption Report November 2025**

**25-12-014**

**MOVED** by Director Noyen

That the Board accept the report for information.

Carried

**i) GIC Maturation – January 2026**

**25-12-015**

**MOVED** by Director Simonowits

That the Board approve the re-investment of the GIC 74844175039900

Carried

**7) Commission Manager Report**

**25-12-016**

**MOVED** by Director Simonowits

That the Board accept the report for information.

Carried

**8) Finance Report**

**a) Givens LLP report for November and December 2025**

**25-12-017**

**MOVED** by Director Hnatiw

That the Board accept the report for information. Prepare summary instead of details.

Carried

**9) Board/Committee Reports**

**10) Correspondence and Information**

**11) Next Meeting:**

- a) Monday, January 26, 2026 at Location **Redwater**
- b) Monday, February 23, 2026 at Location **Fort Saskatchewan**
- c) Monday, March 23, 2026 at Location **Gibbons**

**12) Closed Meeting - FOIP s21, s22, s23 and s27**

**a) CEO – Performance Evaluation discussion – Resolution is required out of closed session.**

**b) JSBRWSC Update/Issues**

- i) Request Costs for Expert to review calculations for AUC submission(s)
- ii)

**c) Ft. Saskatchewan Issue**

- i) Questions requiring resolution from Procedural Bylaw Tabling

**25-12-018**

**MOVED** by Director Larson

That the Board that move into Closed Session at 2:10pm

Carried

**25-12-019**

**MOVED** by Director Hnatiw

That the Board move out of Closed Session at 2:56pm

Carried

25-12-020

**MOVED** by Director Larson

That the Board award a bonus as discussed in closed session.

Carried

25-12-021

**MOVED** by Director Noyen

That the Board bring back the Procedural Bylaw for February or March Meeting dependant on Fort Saskatchewan.

Carried

13) Adjournment

25-12-022

**MOVED** by Director Simonowits.

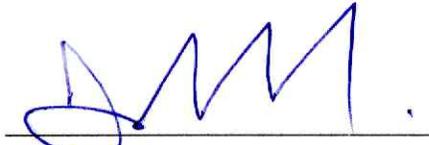
That the meeting be adjourned at 2:58pm.

Carried

These minutes were approved this 26 day of JANUARY, 2026 DM.



CHAIR



COMMISSION MANAGER