



**CAPITAL REGION NORTHEAST WATER SERVICES  
REGULAR BOARD MEETING  
MINUTES**

Monday, January 26, 2026 at 9:00am  
Town of Redwater, Redwater

**IN ATTENDANCE**

Mayor Dave McRae, Town of Redwater - Chair  
Mayor Alanna Hnatiw, Sturgeon County  
Councillor Timothy Larson, Town of Bon Accord - Deputy Chair  
Councillor Patrick Noyen, City of Fort Saskatchewan  
Councillor Robert Simonowits, Town of Gibbons  
Councillor Katie Berghofer, Strathcona County  
Gene Sobolewski, CEO CRNWSC  
Tara Sobolewski, Executive Clerk CRNWSC  
Councillor Kristen Toms, Sturgeon County Alternate  
Jeff Patton, City of Fort Saskatchewan

\*Tour of Redwater Water Facility

**1. CALL TO ORDER**

The meeting was called to order at 9:27am

**2. ACCEPTANCE OF AGENDA**

26-01-001

MOVED by Director Berghofer that the agenda be adopted as presented.

CARRIED

**3. APPROVAL OF MINUTES**

26-01-002

MOVED by Director Larson that the minutes of the regular board meeting on December 22, 2025 be adopted as presented.

CARRIED

**4. DELEGATION**

**5. ENGINEER REPORT**

**6. BUSINESS**

26-01-003

a) Givens December 2025 Report/Deferral of 2025 Reserve Transfer

MOVED by Director Larson that the Board approve the deferral of the 2025 reserve contributions as presented until such time as the outstanding 2024 and 2025 invoice arrears, true-up balance and interest from JSBWRSC is received and deposited.

CARRIED



26-01-004      b) Sub-Committee Creation Strathcona County Withdrawal Letter  
MOVED by Director Hnatiw that the Board authorize the formation of a subcommittee for the specific purpose of reviewing the requests by Strathcona County and the City of Fort Saskatchewan, as separate undertakings within the committee, for withdrawal and provide recommendations to the Board for consideration as required.  
CARRIED

26-01-005      MOVED by Director Larson that the Board further authorizes the appointment of Directors' Berghofer, Noyen, and Chair McRae. Directors Berhofer and Noyer are supported by their subject matter experts and Chair McRae to be supported by the Commission Manager.  
CARRIED

26-01-006      c) Fort Saskatchewan Withdrawal Letter  
d) CEO Evaluation & Renumeration  
MOVED by Director Noyen that the Board authorize the formation of an ongoing sub-committee in accordance with the sub-committee terms of reference for the specific purpose of reviewing the CEO remuneration and prepare the CEO annual evaluation and provide recommendations to the Board for consideration as required.  
CARRIED

26-01-007      MOVED by Director Hnatiw that the Board further authorize the appointment of Directors Hnatiw, and Simonowits and Deputy Chair Larson.  
CARRIED

10:56am - meeting recessed  
11:06am - meeting resumed

26-01-008      e) PCCP Repairs Update Carried  
MOVED by Director Simonowits that the Board accept the report for information as presented by the Commission Manager.  
CARRIED

**7. Water Consumption Report December 2025**

26-01-009      MOVED by Director Hnatiw that the Board accept the report for information.  
CARRIED



**8. Commission Manager Report- Verbal**

- 26-01-010                      MOVED by Director Hnatiw that the Board move into closed session at 11:41am to hear the Commission Managers Report. CARRIED
- 26-01-011                      MOVED by Director Hnatiw that the Board return to open meeting at 12:06pm. CARRIED
- 26-01-012                      MOVED by Director Larson that the Board accept the report for information. CARRIED

**9. Finance Report**

- a) Givens LLP report for November and December 2025
- 26-01-013                      MOVED by Director Noyen that the Board accept the report for information. CARRIED

**10. Board/Committee Reports**

**11. Correspondence and Information**

**12. Next Meeting**

- i. Monday, February 23, 2026 in **Fort Saskatchewan, AB**
- ii. Monday, March 23, 2026 in **Gibbons, AB**
- iii. Monday April 27, 2026 in **Sturgeon County, AB**
- iv. Monday May 25th, 2026 in **Strathcona County, AB**

**13. Closed Meeting - FOIP s21, s22, s23 and s27**

- i. ATIA Request (All Documents)
  - ii. JSBRWSC Update/Issues/AUC reconciliation
  - iii. Operations Contract – Renewal
  - iv. Accuracy of Information Provided to Fort Saskatchewan Council
- 26-01-014                      MOVED by Director Hnatiw that the Board that move into closed session at 12:23pm. CARRIED
- 26-01-015                      MOVED by Director Noyen that the Board return to open meeting at 1:25pm. CARRIED



26-01-016

MOVED by Director Berghofer that the Board take 13 iii. and 13 iv. and move them to the next meeting.

CARRIED

**ADJOURNMENT**

That the meeting be adjourned at 1:29pm.

These minutes were approved this \_\_\_ day of \_\_\_\_\_, 2026

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CHAIR

COMMISSION MANAGER