



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

Monday, March 30, 2026, at 9:00am  
Gibbons Community Cultural Centre, Gibbons, Alberta

**IN ATTENDANCE**

Mayor Dave McRae, Town of Redwater - Chair  
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  
Councillor Kristen Toms, Sturgeon County Alternate  
Mr. Eugene Sobolewski, CEO CRNWSC  
Mrs. Tara Sobolewski, Executive Clerk CRNWSC  
Tim Duhammel, Town of Gibbons CAO  
Jeff Hutton, City of Fort Saskatchewan  
Stephan Webber – Metrix – Virtual  
Brendan Pollman, Sturgeon County  
Micad Asdaghi, Sturgeon County  
Anthony Norris, Town of Gibbons  
Chris Pullen, Sturgeon County

Regrets: Mayor Alanna Hnatiw, Sturgeon County

\*Tour of Gibbons Water plant

**1. CALL TO ORDER**

The meeting was called to order at 9:34am

**2. ACCEPTANCE OF AGENDA**

26-03-001

MOVED by Director Simonowits that the agenda be adopted with the following addition:

10.b to be moved to next meeting

CARRIED

**3. APPROVAL OF MINUTES**

26-03-002

MOVED by Director Berghofer that the minutes of the regular board meeting on February 23, 2026 be adopted as presented.

CARRIED



**4. DELEGATION**

- a. Sturgeon County – Water Needs and Project Update
- b. Metrix – Audited Financial Statement
  - i. Open Session
  - ii. Executive Session, if required

26-03-003

MOVED by Director Noyen that the board 2025 Audited Financial Statement be accepted as presented.

CARRIED

**5. Engineer Report (NONE)**

**6. Board or Sub-Committee Reports**

- a) Strathcona/Ft Saskatchewan Withdrawals Sub-Committee Report

26-03-004

MOVED by Director Noyen that the board send the administration bylaw and Rate model back to the sub-committee.

CARRIED

26-03-005

MOVED by Director Larson that the board accepts the reports for information.

CARRIED

10:45am - meeting recessed

10:51am - meeting resumed

**7. New Business**

- a) PCCP Repair/Leak Update – Engineer Estimate

26-03-006

MOVED by Director Larson that the Board approve Option #2 as the preferred method to monitor the leak and direct the Commission Manager to plan for the installation of an inspection tube at the location of the leak site with the project funded from the Operating Reserve.

CARRIED

26-03-007

MOVED by Director Toms that the Board approve the repair cost of \$324,483.48 (plus GST) for the work undertaken to investigate and purchase the parts for Leak #2 and that the couplers and restrainers be placed into inventory for future use.

CARRIED



- b) Southside Pipe HGL/900 mm obstruction
- 26-03-008                      MOVED by Director Berghofer that the board accept the report for information. CARRIED
- c) Strathcona County – Preferred Rate
- 26-03-009                      MOVED by Director Larson that the Board direct the Commission Manager and Chair to begin discussions with Strathcona County to negotiate a preferred rate in advance of the expiry of the VCB balance. CARRIED
- d) Strathcona County – Letter
- 26-03-010                      MOVED by Director Larson that the board provide financial authority to the sub-committee for the purpose of legal opinion. CARRIED
- 26-03-011                      MOVED by Director that the board rescind motion 26-01-004. CARRIED
- 26-03-012                      MOVED by Director Berghofer that the Board authorize the formation of a subcommittee for the specific purpose of reviewing the requests by Strathcona County, as separate undertakings within the subcommittee, for withdrawal and provide recommendations to the Board for consideration as required. Subcommittee will be made up of Mayor McRae, Counsellor Berghofer, and Counsellor Noyen. CARRIED
- 26-03-013                      MOVED by Director Noyen that the Board authorize the formation of a subcommittee for the specific purpose of reviewing the requests the City of Fort Saskatchewan, as separate undertakings within the subcommittee, for withdrawal and provide recommendations to the Board for consideration as required. Subcommittee will be made up of Mayor McRae, Counsellor Berghofer, and Counsellor Noyen. CARRIED
- e) Disposal of Assets Bylaw Amendments
- 26-03-014                      MOVED by Director Noyen that the Board bring back to the board after review and discussion with their municipalities. CARRIED
- f) Procedural Bylaw – per Sub-Committee



**8. Commission Manager Report**

26-03-015                      MOVED by Director Berghofer that the board accept the Commission Manager's report for information.

CARRIED

**9. Givens LLP Report - February 2026**

26-03-016                      MOVED by Director Larson that the board accept Given's LLP report for information.

CARRIED

**10. Correspondence / Information**

- a. Regional Forum – Regional Water & Wastewater Assessment Initiative
- b. Town of Bon Accord Sponsorship Opportunities (moved to next meeting)

**11. Next Meeting Dates:**

- i) Monday, April 27, 2026 at the Sturgeon County Office
- ii) Monday, May 25, 2026 at the Strathcona County Office
- iii) Monday, June 29, 2026 at the Town of Redwater Office

**12. Move to Closed Session: ATIA s19, s 20, s26, s28, & s32**

- i) JSBRWSC Update/Issues/AUC reconciliation
- ii) Operations Contract – Renewal

26-03-017                      MOVED by Director Larson that the Board move into closed session at 12:35pm.

CARRIED

26-03-018                      MOVED by Director Noyen that the Board return to open meeting at 12:42pm.


CARRIED

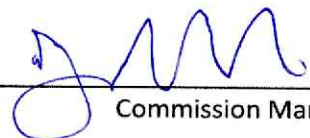
26-03-019                      MOVED by Director Larson that the Board accept the renewal of the Operating contract.

CARRIED

**13. Adjournment- 12:43pm**

These minutes were approved this 27 day of April, 2026

  
Chair

  
Commission Manager