

CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION (CRNWSC)

Board Meeting Minutes

Monday, November 23, 2020

Strathcona County Community Centre Meeting Room 2

1. CALL TO ORDER	Commission Manager called the meeting to order at 9:30 a.m.	
ATTENDANCE	Councillor Jibs Abitoye	City of Fort Saskatchewan
	Councillor Gord Harris	City of Fort Saskatchewan
	Councillor Bill Tonita	Strathcona County
	Councillor Robert Parks via Zoom	Strathcona County
	Councillor Neal Comeau	Sturgeon County
	Councillor Dan Derouin via Zoom	Sturgeon County
	Councillor Brian Holden	Town of Bon Accord
	Councillor Tanya May via Zoom	Town of Bon Accord
	Councillor Norman Sandahl	Town of Gibbons
	Councillor Amber Harris via Zoom	Town of Gibbons
	Councillor Rob Olson	Town of Redwater
	Councillor David McRae	Town of Redwater
	COMMISSION ADMINISTRATION Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary	
	COMMISSION ENGINEER Chris Parfitt, Associated Engineering	
Regrets	Nil	
2. INTRODUCTIONS	Commission Manager welcomed the 2020/2021 Board representatives and led the roundtable introductions.	
3. ORGANIZATIONAL MEETING a) Nomination of Chair b) Nomination of Vice-Chair	<p>Chair The Manager called for nominations for the position of Chair. Amber Harris and Bill Tonita were nominated. No further nominations were received, and nominations were declared closed. A vote was conducted. Bill Tonita was declared elected as Board Chair.</p> <p>Moved by Neal Comeau. That Bill Tonita is Board Chair. Carried (2020.11.23.01) Bill Tonita assumed the position of Chair for the remainder of the meeting.</p> <p>Vice-Chair The Chair called for nominations for the position of Vice-Chair. Amber Harris was nominated. No further nominations were received, and nominations were declared closed. Amber Harris was declared elected as Board Vice-Chair.</p> <p>Moved by Jibs Abitoye. That Amber Harris is Board Vice-Chair. Carried (2020.11.23.02)</p>	

<p>4. ADOPTION OF AGENDA</p>	<p>MOVED by Dave McRae. That the agenda for November 23, 2020 be adopted. CARRIED (2020.11.23.03)</p>
<p>5. APPROVAL of September 21, 2020 BOARD MEETING MINUTES</p>	<p>MOVED by Brian Holden. That the board meeting minutes of September 21, 2020 be approved. Discussion. CARRIED (2020.11.23.04)</p>
<p>6. COMMISSION ENGINEER REPORT Capital Project Status:</p> <ul style="list-style-type: none"> a) Hwy 15 Water Line Relocation b) Hwy 825 Water Lines Relocation c) Lamoreaux Drive Water Line Replacement d) Gibbons/Bon Accord Integrity Dig / Water Line Replacement (CM) e) 2020 Capital Plan Update 	<p>Chris Parfitt presented the Capital Project Status and Master Plan updates. Discussion. Moved by Norm Sandahl. That the Board accept the Capital Project Status update and Master Plan update as information. CARRIED (2020.11.23.05)</p>
<p>7. COMMISSION MANAGER REPORT</p> <ul style="list-style-type: none"> a) Epcor Water Service Inc. (EWSI) 2021 Water Rate b) Regional Water Customer Group (RWCG) – EWSI Update c) Regional Water Customers Water Diversion License Update d) AFCA Debt Buydown (Stop-Loss settlement) 	<p>a) Commission Manager presented Epcor Water Services Inc. (EWSI) 2021 Water Rate. Discussion. Action: Commission Manager to provide historical water rate increases from EWSI to the Board.</p> <p>b) Commission Manager presented Regional Water Customer Group (RWCG) – EWSI update. Discussion.</p> <p>c) Commission Manager presented Regional Water Customers Water Diversion License Update. Discussion.</p> <p>d) Commission Manager presented AFCA Debt Buydown (Stop-Loss settlement) information. Discussion. Moved by Dave McRae. That the Board does not proceed with Debt Buydown. CARRIED (2020.11.23.06)</p> <p>Moved by Jibs Abitoye. That the Commission Manager Report be accepted as information. CARRIED (2020.11.23.07)</p>

<p>8. SUB-COMMITTEE REPORTS</p> <p>a) Multi Commission Sub-Committee Meeting update Correspondence copies</p>	<p>a) Multi Commission Sub-Committee meeting update provided by Commission Manager. Discussion. Moved by Robert Parks. That Gord Harris be included as a member of the Multi Commission Sub-Committee. CARRIED (2020.11.23.08)</p> <p>Action: Multi Commission Sub-Committee to meet on December 4, 2020.</p> <p>Moved by Norm Sandahl. That the Multi Commission Sub-Committee meeting update be accepted as information. CARRIED (2020.11.23.09)</p>
<p>9. COMMISSION MANAGER/FINANCE REPORT</p> <p>a) September Month End Financial Statements - Comparative Income Statement - Capital Budget Detail YTD - Balance Sheet</p> <p>b) 2021 Capital & Operating Budgets and 2021 Projected Water Rates</p> <p>c) In Camera- Capital Project Engineering</p>	<p>a) Commission Manager presented the September Month End Financial Statements. Discussion. Moved by Neal Comeau. That the Board accept the Financial Statements as information. CARRIED (2020.11.23.10)</p> <p>b) Commission Manager presented 2021 Capital & Operating Budgets and 2021 Projected Water Rates. Discussion. Moved by Rob Olson. That the Board approve the recommendation, "That effective January 1, 2021, the Capital Region Northeast Water Services Commission's water sales rate to members and the Highway 28/63 Regional Water Services Commission is increased by \$0.0875 per cubic meter, from \$1.65 to \$1.7375 per cubic meter". CARRIED (2020.11.23.11)</p> <p>Moved by Neal Comeau. That the Board approve the recommendation, "That effective January 1, 2021, the John S. Batiuk Regional Water Commission's water sales rate is increased by \$0.0616 per cubic meter, from \$1.1044 to \$1.166 per cubic meter". CARRIED (2020.11.23.12)</p> <p>Moved by Brian Holden. That the Board approve the recommendation, "That the Capital Region Northeast Water Services Commission Board approves the attached 2021 Operating Budget outlining total revenues of \$9,816,494 and total expenditures of \$9,816,494. CARRIED (2020.11.23.13)</p>

	<p>Moved by Dave McRae. That the Board approve the recommendation, “The Capital Region Northeast Water Services Commission has five 2021 Capital Budget line items and one additional Engineering Phase 1 predesign/detailed design project for the Westpark Reservoir Supply line. In addition to this, approval of four carry forward projects for a total of \$5,219,500 to be funded \$4,919,500 from Capital Reserves and under drawn 2013 debenture borrowings and \$300,000 from grant funding from Alberta Transportation. CARRIED (2020.11.23.14)</p> <p>Moved by Norm Sandahl. That the meeting move to In-Camera *to discuss matters protected from disclosure under the Freedom of Information and Protection of Privacy (FOIP) Act sections 16 and 25. CARRIED (2020.11.23.15)</p> <p>c) Commission Manager presented recommendation for Capital Project Engineering. Discussion.</p> <p>Moved by Rob Olson. That the meeting is moved out of In-Camera. CARRIED (2020.11.23.16)</p>
<p>10. COMMISSION MANAGER EVALUATION</p>	<p>Deferred until January 25, 2021. Moved by Norm Sandahl. That the evaluation is sent to Board Members and submitted to the Chair by December 4. CARRIED (2020.11.23.17)</p> <p>Action: Commission Manager to send evaluation form to Board Members with direction to send completed form to the Chair by December 4.</p>
<p>11. QUESTIONS OF MEMBERS OF COMMISSION AND ADMINISTRATION</p>	<p>Jibs Abitoye – How can the Board meetings be optimized with technology, a hybrid of in person and virtual? Discussion included issues with internet in rural areas (Gibbons/Redwater), in person is preferred.</p> <p>Moved by Jibs Abitoye. That the Board meetings be held virtually. Motion defeated.</p>

<p>12. 2021 MEETING DATES & LOCATIONS</p> <p>a) January 25, 2021 (Orientation & any changes to the MGA)- Strathcona County/Virtual</p> <p>b) April 26, 2021 (Financial Audit Meeting)-TBA</p> <p>c) September 27, 2021 (Capital Budget Meeting)-TBA</p> <p>d) November 29, 2021 (Organizational & Budget Meeting)-TBA</p>	
<p>13. ADJOURNMENT</p>	<p>There being no further business, the Chair declared the meeting adjourned at 12:18 pm.</p>

These minutes were approved this 25 day of JAN, 2020.



 CHAIR



 COMMISSION MANAGER

*Added to advise reason to move to In-Camera under FOIP sections.