

**CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION (CRNWSC)**

**Board Meeting Minutes**

**Monday, June 14, 2021**

Virtual Meeting – Zoom


1. CALL TO ORDER	Commission Chair, Councillor Bill Tonita, called the meeting to order at 9:32 a.m.	
ATTENDANCE	Councillor Jibs Abitoye Councillor Gord Harris	City of Fort Saskatchewan City of Fort Saskatchewan
	Councillor Bill Tonita Councillor Robert Parks	Strathcona County Strathcona County
	Councillor Neal Comeau Councillor Dan Derouin	Sturgeon County Sturgeon County
	Councillor Brian Holden Councillor Greg Mosychuk	Town of Bon Accord Town of Bon Accord
	Councillor Norman Sandahl Councillor Amber Harris	Town of Gibbons Town of Gibbons
	Councillor Rob Olson Councillor David McRae	Town of Redwater Town of Redwater
	<b>COMMISSION ADMINISTRATION</b> Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary	
Guests	John McDonnell, Brownlee LLP Jenaye Lewis, Brownlee LLP	
Regrets	Nil	
2. INTRODUCTIONS	Commission Chair welcomed the 2021 Board representatives and led the virtual roundtable introductions.	
3. ADOPTION OF AGENDA	Addition to Agenda: <b>6.1 Verbal report of the Regional Water Customer Group update regarding the balancing fund.</b>  MOVED by David McRae. <b>That the agenda for June 14, 2021 be adopted.</b> CARRIED (2021.06.14.01)	
4. AMENDMENT & APPROVAL of April 26, 2021 BOARD MEETING MINUTES	MOVED by Rob Olson. <b>That the Board meeting minutes of April 26, 2021 be approved.</b> Discussion. CARRIED (2021.06.14.02)	
5. BYLAW & SUBCOMMITTEE UPDATE Commission Manager's report on Establishing or Repealing Commission Bylaws  a) Draft Bylaw 2021-001 Administrative Bylaw	Commission Manager presented his report on Establishing or Repealing Commission Bylaws.  a) Draft Bylaw 2021-001 Administrative Bylaw. Discussion. Moved by Rob Olson. <b>That the Board accept and approve Bylaw 2021-001.</b> CARRIED (2021.06.14.03)	

<p>b) Draft Bylaw 2021-002 Bylaw Respecting the appointment of Board of Directors and Designation of the Chairperson, the Process for Changing Directors and Chairpersons, and the Terms of Office for Directors and Chairpersons</p> <p>c) Draft Bylaw 2021-003 Bylaw for the Disestablishment and Treatment of Liabilities and Assets upon Disestablishment</p> <p>d) Draft Bylaw 2021-004 Bylaw respecting the Process for Adding and removing Member and Customers</p> <p>e) Draft Bylaw 2021-005 2021 Fees and Charges Bylaw</p>	<p>b) Draft Bylaw 2021-002 Bylaw Respecting the appointment of Board of Directors and Designation of the Chairperson, the Process for Changing Directors and Chairpersons, and the Terms of Office for Directors and Chairpersons. Discussion. Moved by Jibs Abitoye. <b>That the Board accept and approve Draft Bylaw 2021-002 with an amendment to clause 2.1 to state "Each Member Municipality is entitled to appoint one (1) elected official as a Director and one (1) elected official as an Alternate on the Commission."</b> Discussion. Motion retracted by Jibs Abitoye.</p> <p>Moved by Jibs Abitoye. <b>That the Board accept and approve Draft Bylaw 2021-002 with an amendment to clause 2.1 to state "Each Member Municipality is entitled to appoint one (1) elected official as a Director on the Commission." The amendment to come into effect the day following the next municipal election.</b> CARRIED (2021.06.14.04)</p> <p>c) Draft Bylaw 2021-003 Bylaw for the Disestablishment and Treatment of Liabilities and Assets upon Disestablishment. Discussion. Moved by David McRae. <b>That the Board accept and approve Draft Bylaw 2021-003.</b> CARRIED (2021.06.14.05)</p> <p>d) Draft Bylaw 2021-004 Bylaw respecting the Process for Adding and removing Member and Customers. Discussion. Moved by Robert Parks. <b>That the Draft Bylaw 2021-004 be referred to the Subcommittee and brought back to the Board for acceptance and approval at the September meeting.</b> CARRIED (2021.06.14.06)</p> <p>e) Draft Bylaw 2021-005 Fees and Charges Bylaw. Discussion. Moved by David McRae. <b>That the Board accept and approve Draft Bylaw 2021-005.</b> CARRIED (2021.06.14.07)</p>
<p>6. JSBRWSC Subcommittee Report Update (verbal)</p> <p>6.1 REGIONAL WATER CUSTOMERS GROUP (RWCG) update regarding the balancing fund (verbal)</p>	<p>Chairman provided the Board with an update on the JSBRWSC Subcommittee.</p> <p>Councillor David McRae provided the Board with an update on the Regional Water Customers Group balancing fund.</p>

<p><b>7. CORRESPONDENCE</b>  <b>Letter from City of Fort Saskatchewan-Concerns with Current Operations and Draft Bylaws</b></p>	<p>Commission Manager presented the letter from Fort Saskatchewan of May 26, 2021 and presented the letter from Fort Saskatchewan of June 9, 2021.  Discussion.  Moved by Gord Harris.  <b>That the Board accept the letter of May 26, 2021, and the letter of June 9, 2021 as information.</b>  CARRIED (2021.06.14.08)</p> <p>Moved by Greg Mosychuk.  <b>That a response on behalf of the Board be sent to the City of Fort Saskatchewan.</b>  CARRIED (2021.06.14.09)</p> <p><b>Action: Chairman and Commission Manager to draft letter to the City of Fort Saskatchewan.</b></p>
<p><b>8. QUESTIONS OF MEMBERS OF COMMISSION AND ADMINISTRATION</b></p>	<p>Moved by Greg Mosychuk.  <b>That the Board meet in private to discuss matters protected from disclosure under the <i>Freedom of Information and Protection of Privacy (FOIP) Act</i> section 24 – Advice from Officials at 12:08 p.m.</b>  CARRIED (2021.06.14.10)</p> <p>Moved by Rob Olson.  <b>That the Board revert to open session at 12:31 p.m.</b>  CARRIED (2021.06.14.11)</p> <p>Moved by Norman Sandahl.  <b>That Rob Olson submits a formal letter to the Board regarding his concerns at which time they will be addressed.</b>  CARRIED (2021.06.14.12)</p>
<p><b>9. 2021 PROPOSED MEETING DATES &amp; LOCATIONS</b>  a) September 27, 2021 (Capital Budget Meeting) – Town of Gibbons  b) November 29, 2021 (Organizational &amp; Budget Meeting) – Town of Redwater</p>	
<p><b>10. ADJOURNMENT</b></p>	<p>There being no further business, the Chair declared the meeting adjourned at 12:35 pm.</p>

These minutes were approved this 14<sup>th</sup> day of June, 2021.

  
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CHAIR

  
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COMMISSION MANAGER