

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

**Board Meeting Minutes**

**Monday, April 25, 2022**

Strathcona County Community Centre Room 4

<b>CALL TO ORDER</b>	Commission Chair, Councillor Bill Tonita, called the meeting to order at 9:32 a.m.	
<b>ATTENDANCE</b>	Councillor Jibs Abitoye	City of Fort Saskatchewan
	Councillor Bill Tonita via Zoom	Strathcona County
	Councillor Neal Comeau	Sturgeon County
	Councillor Norman Sandahl	Town of Gibbons
	Councillor Rob Olsen	Town of Redwater
	<b>COMMISSION ADMINISTRATION</b> Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary Rachel Rieland, Accountant	
	<b>COMMISSION ENGINEER</b> Chris Parfitt, Associated Engineering	
<b>Guests</b>	Phil Dirks, Metrix Group, LLP	
<b>Regrets</b>	Councillor Cory Roemer, Town of Bon Accord	
<b>1. INTRODUCTIONS</b>	Commission Chair welcomed the 2022 Board representatives and led the roundtable introductions.	
<b>2. ADOPTION OF AGENDA</b>	<p>Commission Manager stated a correction under section 9 (c), third Draft Bylaw is 2022-003 and section 11, meeting dates are 2022.</p> <p>MOVED by Jibs Abitoye.  <b>That the agenda for April 25, 2022 be adopted.</b>            CARRIED (2022.04.25.01)</p>	
<b>3. APPROVAL of January 25, 2022 BOARD MEETING MINUTES</b>	<p>MOVED by Norman Sandahl.  <b>That the board meeting minutes of January 24, 2022 be approved.</b>            Discussion.            CARRIED (2022.04.25.02)</p>	
<b>4. CRNWSC AUDITOR PRESENTATION 2021 Financial Audit via Zoom</b>	<p>Phil Dirks presented the 2021 Financial Audit to the Board.            Presentation received.            Discussion.            Moved by Rob Olsen.  <b>That the Board accept and approve the Audited Financial Statements.</b>            CARRIED (2022.04.25.03)</p>	

<p><b>8. COMMISSION MANAGER IN CAMERA REPORTS</b></p> <p>a) Nu Edge Construction Ltd. Litigation-negotiations update</p> <p>b) Strathcona County proposal- Bremner</p>	<p>Moved by Norman Sandahl.  <b>That Rachel Rieland attend the In Camera session.</b>  CARRIED (2022.04.25.04)</p> <p>Moved by Norman Sandahl.  <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 Section 25 – Disclosure harmful to economic and other interests of a public body at 10:00 a.m.</i></b>  CARRIED (2022.04.25.05)</p> <p>Moved by Jibs Abitoye.  <b>That the Board revert to open session at 10:23 a.m.</b>  CARRIED (2022.04.25.06)</p>
<p><b>9. COMMISSION MANAGER REPORT</b></p> <p>a) Strathcona County proposal – Bremner</p>	<p>a) Commission Manger presented the Strathcona County proposal – Bremner, In Camera (above).  Moved by Norman Sandahl.  <b>That the Board authorize the Commission Manager to negotiate a new Water Supply Agreement with Strathcona County similar in nature to the historical agreement with asset transfer in exchange for a preferential rate.</b>  CARRIED (2022.04.25.07)</p>
<p>Chairman, Bill Tonita left meeting at 10:27 am.  Vice Chair, Jibs Abitoye to lead remainder of meeting.</p>	
<p><b>5. COMMISSION ENGINEER REPORT Update Capital and Operational Project Status:</b></p> <p>a) HMI Upgrades  b) Cathodic Protection Assessment  c) Smartball Inspection  d) Radio Tower installation Online Station</p>	<p>Chris Parfitt presented the Capital and Operational Project Status update.  Discussion.  Moved by Neal Comeau.  <b>That the Board accept the Capital and Operational Project Status update as information.</b>  CARRIED (2022.04.25.08)</p> <p>Moved by Rob Olsen.  <b>That the Board extend the Capital Plan update to the January 2023 meeting.</b>  Discussion.  CARRIED (2022.04.25.09)</p>
<p><b>6. JSBRWSC Subcommittee Update report - verbal</b></p>	<p>Moved by Rob Olsen.  <b>That the CRNWSC Board approve an amendment to the 2022 bulk water rate to the JSBRWSC effective January 1, 2022, allowing the rate to remain at \$1.191 per cubic meter subject to the JSBRWSC contributing their proportionate share towards the smartball inspection project upon completion.</b>  Discussion.  CARRIED (2022.04.25.10)</p>

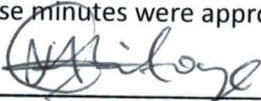


	<p>Moved by Norman Sandahl.  <b>That the CRNWSC Board respectfully accept JSBRWSC offer of ½ of the 32.8% allocation (\$252,643) towards the two capital projects (East 400 mm water line &amp; Lamoureux Drive) subject to no other conditions being imposed as part of this offer.</b>  Discussion.  CARRIED (2022.04.25.11)</p>
<p>7. City of Fort Saskatchewan Subcommittee Update report - verbal</p>	<p>No information to report. Subcommittee work in progress.</p>
<p>9. COMMISSION MANAGER REPORT  b) Borrowing Bylaw – utilize funds from the 2014 Heartland water project  c) Repeal Bylaws  -Draft Bylaw 2022-001 Administrative Bylaw  -Draft Bylaw 2022-002 Bylaw respecting the appointment of Directors and designation of the Chairperson, the process for changing Directors and Chairpersons, and the terms of Office for Directors and Chairpersons  -Draft Bylaw 2022-003 Bylaw respecting the process for disestablishment and the treatment of liabilities and assets upon disestablishment  -Draft Bylaw 2022-004 Bylaw respecting the process for adding and removing Members and Customers.  d) Water Line Break North Side Supply Line – Operating Budget Amendment  e) Month End Financial Statements</p>	<p>b) Commission Manager presented that the CRNWSC is required to approve debenture borrowing Bylaw 2022-005.  Discussion.  Moved by Rob Olsen.  <b>That the Board grant 1<sup>st</sup> reading to Bylaw 2022-005 which authorizes the Board to seek approval from Alberta Capital Financing Authority to utilize a portion of the over debenture draw (\$2,689,637) for the Heartland Regional Water Pipeline Project by the re-issuance of indebtedness up to \$200,000 for the purpose of constructing the Communication Tower at the Online Station.</b>  CARRIED (2022.04.25.12)</p> <p>Moved by Rob Olsen.  <b>That the Board grant 2<sup>nd</sup> reading to Bylaw 2022-005 which authorizes the Board to seek approval from Alberta Capital Financing Authority to utilize a portion of the over debenture draw (\$2,689,637) for the Heartland Regional Water Pipeline Project by the re-issuance of indebtedness up to \$200,000 for the purpose of constructing the Communication Tower at the Online Station.</b>  CARRIED (2022.04.25.13)</p> <p>Moved by Norman Sandahl.  <b>That the Board consent to a 3<sup>rd</sup> reading to Bylaw 2022-005 which authorizes the Board to seek approval from Alberta Capital Financing Authority to utilize a portion of the over debenture draw (\$2,689,637) for the Heartland Regional Water Pipeline Project by the re-issuance of indebtedness up to \$200,000 for the purpose of constructing the Communication Tower at the Online Station.</b>  CARRIED (2022.04.25.14)</p> <p>Moved by Rob Olsen.  <b>That the Board grant 3<sup>rd</sup> reading to Bylaw 2022-005 which authorizes the Board to seek approval from Alberta Capital Financing Authority to utilize a portion of the over debenture draw (\$2,689,637) for the Heartland Regional Water Pipeline Project by the re-issuance of indebtedness up to \$200,000 for the purpose of constructing the Communication Tower at the Online Station.</b>  CARRIED (2022.04.25.15)</p>

	<p>c) Commission Manager presented the repeal of Bylaws. Discussion.  Moved by Neal Comeau.  <b>That the Board rescind Bylaw 2021-001 and approve Bylaw 022-001 Administrative Bylaw.</b>  CARRIED (2022.04.25.16)</p> <p>Moved by Rob Olsen.  <b>That the Board rescind Bylaw 2021-002 and approve Bylaw 2022-002 Bylaw respecting the appointment of Directors and designation of the Chairperson, the process for changing Directors and Chairpersons, and the terms of Office for Directors and Chairpersons.</b>  CARRIED (2022.04.25.17)</p> <p>Moved by Norman Sandahl.  <b>That the Board rescind Bylaw 2021-003 and approve Bylaw 2022-003 Bylaw for respecting the process for disestablishment and the treatment of liabilities and assets upon disestablishment.</b>  CARRIED (2022.04.25.18)</p> <p>Moved by Neal Comeau.  <b>That the Board rescind Bylaw 2021-004 and approve Bylaw 2022-004 Bylaw respecting the process for adding and removing Members and Customers.</b>  CARRIED (2022.04.25.19)</p> <p>d) Commission Manager presented the Operating Budget Amendment for the Water Line Break North Side Supply Line. Discussion.  Moved by Norman Sandahl.  <b>That the Board approve a 2022 Operating Budget Amendment in the amount of up to \$125,000 towards the Contracted services for the water line repair to the North Side Supply line. Funding of these repairs will be from the Water line Infrastructure Reserve Fund.</b>  CARRIED (2022.04.25.20)</p> <p>e) Commission Manager presented the February 2022 Month End Financial Statements.  Moved by Neal Comeau.  <b>That the Board accept the February Month End Financial Statements as information.</b>  CARRIED (2022.04.25.21)</p>
<p><b>10. QUESTIONS OF MEMBERS OF COMMISSION AND ADMINISTRATION</b></p>	<p>None</p>

<b>11. 2022 PROPOSED MEETING DATES &amp; LOCATIONS</b> a) September 26, 2022 (Capital Budget Meeting) – Sturgeon County b) November 28, 2022 (Organizational & Budget Meeting) – Fort Saskatchewan Dow Centre	
<b>12. 2022 CONFERENCE OPPORTUNITIES</b>	
<b>13. ADJOURNMENT</b>	There being no further business, the Vice Chair declared the meeting adjourned at 11:22 am.

These minutes were approved this 26 day of September, 2022.



CHAIR



COMMISSION MANAGER