

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

**Special Board Meeting Minutes**

**Monday, May 8, 2023**

Virtual via Zoom

<b>1. CALL TO ORDER</b>	Commission Chair, Councillor Rob Olsen, called the meeting to order at 12:01 p.m.	
<b>ATTENDANCE</b>	Councillor Rob Olsen	Town of Redwater
	Councillor Norman Sandahl	Town of Gibbons
	Councillor Timothy Larson	Town of Bon Accord
	Councillor Neal Comeau	Sturgeon County
	Councillor Brian Kelly	City of Fort Saskatchewan
	<b>COMMISSION ADMINISTRATION</b> Lyle Clarke, Commission Manager Linda Clarke, Recording Secretary	
<b>Guests</b>	nil	
<b>2. INTRODUCTIONS</b>	Commission Chair welcomed the 2023 Board representatives and led the roundtable introductions.	
<b>3. ADOPTION OF AGENDA</b>	MOVED by Norman Sandahl. <b>That the agenda for May 8, 2023 be adopted.</b> CARRIED (2023.05.08.01)	
<b>4. MANAGER SEARCH (2 Search Proposals were part of the April 24, 2023 Board Meeting agenda package and 3<sup>rd</sup> proposal was emailed to Board members April 27, 2023)</b>	MOVED by Timothy Larson. <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 12:02 p.m.</i></b> CARRIED (2023.05.08.02)  MOVED by Norman Sandahl. <b>That the Board revert to open session at 12:52 p.m.</b>  MOVED by Brian Kelly. <b>That the Board approve Leaders International to undertake a search for a Commission Manager.</b> CARRIED (2023.05.08.03)  MOVED by Brian Kelly. <b>That the Board approves an Operating Budget amendment of \$30,000 plus reasonable expenses to be funded from the Rate Stabilization reserve.</b> CARRIED (2023.05.08.04)	
<b>5. MANAGER TRANSITION PLAN</b>	Not discussed.	

<b>6. 2023 PROPOSED MEETING DATES &amp; LOCATIONS</b> a) September 25, 2023 (Capital Budget Meeting) – City of Fort Saskatchewan b) November 27, 2023 (Organizational & Budget Meeting) – Sturgeon County	
<b>7. ADJOURNMENT</b>	MOVED by Norman Sandahl. There being no further business, the Chair declared the meeting adjourned at 12:55 pm.

These minutes were approved this 18<sup>th</sup> day of July, 2023.

  
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CHAIR

  
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COMMISSION MANAGER