



BOARD MEETING

Monday, March 25, 2024 at 9:00 am
Strathcona County, Boardroom #4

MINUTES

Attendance:

COMMISSION MEMBERS:

Bill Tonita - Chair	Strathcona County
Dave McRae – D. Chair	Town of Redwater
Dan Derouin	Sturgeon County
Brian Kelly	City of Fort Saskatchewan
Timothy Larson	Town of Bon Accord
Norman Sandahl	Town of Gibbons

Other:

Gene Sobolewski	Commission Manager
Shellian Larmon	Givens LLP
Jason Casault	RWCG Inc.

1. Call to Order

Chair Tonita called the meeting to order at 9:01 am.

2. Adoption of Agenda

Moved by Director Larson that the Agenda be adopted.

Carried

3. Adoption of Minutes

Moved by Director Larson that the Minutes of January 17th, 2024, held at 9:00 am, be approved as presented.

Carried

4. Delegation

a. Shellian Larmon - Givens LLP

Shellian Larmon presented the current financial, February statement of account and balance sheet.

b. Jason Casault - RWCG Inc.

Jason Casault presented information regarding RWCG Inc. and answered questions of the board.

5. Engineer Report

5a



Moved by Director Derouin that report be received for information.

Carried

6. Business

a. Bylaw/Policy Review Process Discussion

Moved by Director Kelly that the Board authorize the Commission Manager to investigate the requirements and costs of providing consulting services to review the existing CRNWSC bylaws and policies, provide recommendations for revisions/ new documents and drafting of the documents for the May 2024 meeting.

Carried

b. Rates Review Process Discussion

Moved by Director Derouin that the Board authorize the Commission Manager to investigate the requirements and costs of providing consulting services to review the existing rates and provide recommendations for the May 2024 meeting, or a date that otherwise approved by the board.

Carried

c. JSBRWSC Agreement Negotiation

Moved by Director Sandahl that the Board authorize Brownlee LLP to prepare a draft Water Supply Agreement for review by the Board at the May 2024 meeting for commencement of negotiations to the JSBRWSC.

Carried

d. Strategic Plan Process/ Finalizing

Moved by Director Larson that the Board authorize the Commission Manager to proceed with working with USL to finalize the Strategic Plan and provide further recommendations from the Governance Review and Strategic Plan for further consideration of the Board.

Carried

e. Retreat Follow-up

Moved by Director McRae to table until April 2024 Board meeting.

Carried

f. 2024 Budget - Follow-up Discussion

Moved by Director that the Board approves the Commission Manager to review the 2024 budget and provide an amended budget for adoption by the Board at the May 2024 Board meeting, unless the date is otherwise deferred by the Board.

Carried

g. Administrative Assistance

1) Moved by Director Sandahl that the Board approves the Commission Manager to hire the services of an Executive Services Clerk for an average of 15-20 hours per week at \$33,500-\$35,000 per annum, including the CRA contributions.

Carried

2) Moved by Director Larson that the Board approves the hiring of Tara Harder in the position of Executive Services Clerk.

Carried

7. Commission Manager Report

Moved by Director Sandahl that the Board accepts the Commission Managers Report for information.

Carried

8. Finance Report

The Commission Manager provided the Finance Report from Givens to the Board via Email.

9. Board/Committee Reports

a. None

10. Correspondence and Information

a. None

11. Next Meeting

Next Board meeting will be held on April 22, 2024 at 9:00 am at the Town of Gibbons.

12. In Camera

In Camera at 12:25pm.

Out of In Camera at 12:50pm.

13. Adjournment

Meeting Adjourned at 12:55 pm

These minutes were approved this 22 day of April, 2024



CHAIR



COMMISSION MANAGER