



**CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION
BOARD MEETING**

**Wednesday, May 22, 2024 at 9:00 am
City of Fort Saskatchewan, Council Committee Room
MINUTES**

Attendance:

COMMISSION MEMBERS:

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

Other:

Gene Sobolewski	Commission Manager
Tara Harder	Commission Executive Clerk
Jeff Hutton	
Bradley MacDonald	City Fort Saskatchewan

1) Call to Order

Chair Tonita called the meeting to order at 9:05 am.

2) Adoption of Agenda

Moved by Director Kelly that the Agenda be adopted with changes (item 6b and 6c be moved to in camera 12a)

Carried

3) Adoption of Minutes

a) April 22, 2024 Board Meeting Minutes

Moved by Director Sandahl that the Minutes of April 22nd, 2024, be approved as presented.

Carried

4) Delegation

a) None

5) Engineer Report

a) None

6) Business

a) JSBRWSC – Outstanding Payables Update

Defer to In Camera

b) JSBRWSC – Rate Examination – portion to go IC, FOIP s27(2)

Defer to In Camera

c) JSBRWSC – Water Supply Agreement – portion to go IC, FOIP s27(2)

Defer to In Camera



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d) Bylaw 2024-001 – Water Rates Bylaw

Moved by Director Sandhal that the Capital Region Northeast Water Services Commission Board gives Bylaw 2024-001 reading and adoption as amended.

Carried

e) Water Supply Agreements – Members and Customers

Moved by Director Larson that the Capital Region Northeast Water Services Commission board directs the Commission Manager to commence preparations of draft of new Water Supply Agreements for the City of For Saskatchewan, Town of Gibbons, Town of Redwater, Town of Bon Accord, Sturgeon County, and the Hwy28/63 Regional Water Services Commission.

Carried

f) CRNWSC Rates Examination – General Discussion

Moved by Director Sandahl that the board directs the Commission Manager to build a rate model for a budget of \$17,000. The Commission Manager to update the board at each of the regular meetings.

Carried

g) Strategic Plan Finalization – Fall session

Moved by Director Larson that the board directs the Commission Manager to engage with Urban Systems to develop.

Carried

h) Surpluses – Actual vs Budget

Moved by Director Kelly that the board directs the Commission Manager to invest into the GIC's to bring the chequing account down to \$1 million.

Carried

7) Commission Manager Report

a) Attached

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

Carried

8) Finance Report

a) Givens LLP for April

b) Aged A/R

c) Aged Payables

d) Proposed Revised 2024 Budget

1. Moved by Director Kelly that the CRNWSC board adopt the revised 2024 Operating Budget as presented.

Carried

2. Moved by Director Larson that the CRNWSC board directs the Commission Manager to transfer \$42,000 from Board Reserve to offset expenses.

Carried



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9) Board/Committee Reports

a) None

10) Correspondence and Information

a) None

11) Next Meeting

Next Board meeting to be held on June 24, 2024 at 9:00am in Redwater

12) In Camera

a) JSBRWSC Issue – GOIP s27(2) – Legal Matter

In Camera 12:24pm

Out of Camera 1:24pm

13) Adjournment

Meeting Adjourned at 1:30 pm

These minutes were approved this 22nd day of July, 2024



CHAIR



COMMISSION MANAGER