

**BOARD MEETING**

Monday, September 23, 2024 at 4:00 pm

City of Fort Saskatchewan, Dow Center Lions Pride Room

**MINUTES**

Attendance:

**COMMISSION MEMBERS:**

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

**Other:**

- Gene Sobolewski** Commission Manager
- Tara Harder** Executive Clerk

1) Call to Order  
Chair Tonita called the meeting to order at 3:53 pm.

2) Adoption of Agenda

**24-09-001**  
**MOVED by Director Larson**

That the Agenda be adopted with correction to November 22, 2024 meeting date.  
**Carried**

3) Adoption of Minutes  
a) August 19th, 2024 Board Meeting Minutes

**24-09-002**  
**MOVED by Director McRae**

That the Minutes of the Board meeting held on August 19th, 2024, be approved as presented.  
**Carried**

4) Delegation

5) Engineer Report

6) Business

a) Authorize To Execute Agreement – RWCG/EWSI Agreement – 2022 Overpayment

**24-09-003**  
**MOVED by Director Larson**

That the Board direct the Commission Manager to sign the 2022 settlement agreement between the RWCG and EPCOR Water Services Inc in the amount of \$483,417 owed to the CRNWSC and to be deposited in the RWCG Balancing fund, and further, that the Commission Manager reach out to the Fort Saskatchewan Jeff Hutton with responses going to all members.

**Carried**

b) Authorize 2024/2025 Agreement – Metrix (Audit Services)

**24-09-004**  
**MOVED by Director Sandahl**

That the Board direct the Commission Manager to sign the 2024/2025 Audit engagement agreement with the Metrix group for the purpose of conducting the 2024 financial audit of the Commission in an amount of \$12,000 plus GST.

**Carried**

7) Commission Manager Report

**24-09-005**  
**MOVED by Director McRae**

That the Board accepts the Commission Managers' Report for information.

**Carried**

8) Finance Report

a) Givens LLP report for August

**24-09-006**  
**MOVED by Director Kelly**

That the Board direct the Commission Manager to move the funds from the Notice on Amount 90 Day account, ending in 1379, to be invested into GIC funds as \$1.2 million into a 2 year GIC, \$1.2 million into a 3 year GIC, and \$2 million into a 4 year GIC.

**Carried**

**24-09-007**  
**MOVED by Director Kelly**

That the Board accepts for information the August Financial Report.

**Carried**

9) Board/Committee Reports

a) None

10) Correspondence and Information

a) None

11) Next Meeting:

- a) Monday, September 23, 2024 – Dow Centre - Approved
- b) Monday, October 21, 2024 – Town of Gibbons – Approved
- c) ~~Monday, November 18, 2024 – Redwater Council Chambers~~ **November 22<sup>nd</sup>, 2024**

12) In Camera - FOIP s21, s22, s23 and s27

24-09-008

MOVED by Director McRae

That the Board go In Camera at 4:28 pm.

Carried

- a) JSBRWSC Update/Issues
  - i) JSB update
  - ii) JSB outstanding A/R update
- b) City of Ft Saskatchewan

24-09-009

MOVED by Director MacRae

That the Board go out of In Camera at 4:59pm.

Carried

24-09-010

MOVED by Director Sandahl

That the Board accepts for information the alternative rate idea template presented by Director McRae for information.

Carried

13) Adjournment

24-09-011

MOVED by Director Kelly

That the meeting be adjourned at 5.01pm.

Carried

These minutes were approved this 21 day of October, 2024



CHAIR



COMMISSION MANAGER