



## CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

### BOARD MEETING

Monday, July 22, 2024 at 9:00 am  
Strathcona County, Council Chambers  
**MINUTES**

Attendance:

#### COMMISSION MEMBERS:

<b>Bill Tonita - Chair</b>	Strathcona County
<b>Brian Kelly</b>	City of Fort Saskatchewan
<b>Brian Holden</b>	Town of Bon Accord
<b>Norman Sandahl</b>	Town of Gibbons
<b>Dave McRae – D. Chair</b>	Town of Redwater

#### Other:

<b>Gene Sobolewski</b>	Commission Manager
<b>Tara Harder</b>	Executive Clerk
<b>Bradley MacDonald</b>	City Fort Saskatchewan
<b>Jeff Hutton</b>	City Fort Saskatchewan

**Regrets:** Timothy Larson, Dan Deroin

1) Call to Order

**Chair Tonita called the meeting to order at 9:03 am.**

2) Adoption of Agenda

**Moved by Director Sandahl that the Agenda be adopted as presented.**

**Carried**

3) Adoption of Minutes

a) June 24th, 2024 Board Meeting Minutes

**Moved by Director McRae that the Minutes of June 24th, 2024, be approved as presented.**

**Carried**

4) Delegation

a) None

5) Engineer Report

a) None

6) Business

a) Update on rates model – capital cost methodology

**Moved by Director Sandahl that the board accept the information as presented by the Commission Manager.**

**Carried**



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- b) 6 month water flow data – what it means

**Moved by Director Kelly that the board accept the information as presented by the Commission Manager.**

**Carried**

- c) Strategic Plan Update – See attached

**Moved by Director Sandahl that the board accept the proposal from Urban Systems in the amount of \$22,500 and direct the Commission Manager to sign the enclosed engineering agreement and arrange for a meeting venue for the workshop.**

**Carried**

- d) Bylaw review submissions (to be received on Friday) and recommendations

**Moved by Director Sandahl that the board award the Bylaw and Policy Review Project to Alberta Counsel in the amount of \$53,200 plus GST and direct the Commission Manager to sign the engagement agreement and arrange for a startup meeting with the Board.**

**Carried**

- e) Water Supply Agreement 2<sup>nd</sup> Draft (In-Camera?) – Moved to in camera

**Moved by Director Sandahl that the board direct the Commission Manager to submit the draft Water Supply Agreement to the John S Batiuk Regional Services Commission and for their review and approval.**

**Carried**

- 7) Commission Manager Report  
a) Attached

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

**Carried**

- 8) Finance Report  
a) Givens LLP for July  
b) Aged A/R  
c) Aged Payables

**Moved by Director Sandahl that the board accepts the Financial Report for information.**

**Carried**

- 9) Board/Committee Reports  
a) None

- 10) Correspondence and Information  
a) None



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11) Next Meeting

- a) Monday, August 19, 2024 – Sturgeon County Offices - Approved
- b) Monday, September 23, 2024 – Ft. Saskatchewan Offices - Approved
- c) **Monday, October 21, 2024 – To be approved**

Moved by Director that the board accepts the meeting date of October 18, 2024 in Gibbons as provided.

Carried

12) In Camera

- a) JSBRWSC Update/Issues - FOIP s27(2) - Legal Matters
  - i) JSB opinion review.
  - ii) JSB letter revision/rate update
  - iii) JSB outstanding A/R update

Moved by Director McRae to move into In-Camera 11:20am

Carried

Moved by Director Kelly to move out of In-Camera 2:28pm

Carried

Moved by Director McRae that the Capital Region Northeast Water Services Commission does not have an objection to the JSBWSC pursuing this matter with the Alberta Utilities Commission.

Carried

Moved by Director Holden that the board directs the Commission Manager to explore options for new water rates beginning in January 2025.

Carried

13) Adjournment

Meeting Adjourned at 2:39pm.

These minutes were approved this 25 day of October, 2024

  
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 CHAIR

  
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 COMMISSION MANAGER