



CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

ORGANIZATIONAL BOARD MEETING 9:00 am, November 22, 2024 Town of Redwater – Council Chambers **MINUTES**

Attendance:

COMMISSION MEMBERS:

Bill Tonita - Chair	Strathcona County
Gord Harris	City of Fort Saskatchewan
Timothy Larson	Town of Bon Accord
Norman Sandahl	Town of Gibbons
Dave McRae – Vice Chair	Town of Redwater
Neal Comeau	Sturgeon County

Other:

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

1) Call to Order

Commission Manager Sobolewski called the meeting to order 9:19 am

2) Appointment of Chair and Vice-Chair

2.1 Election of Chair

ORG2024-11-001

Bill Tonita was nominated by Neal Comeau

Call for nomination two other times. No other nominations.

Bill Tonita acclaimed as Chair.

Commission Manager passes gavel to Chair Tonita.

2.2 Election of Vice-Chair

ORG2024-11-002

Dave McRae was nominated by Timothy Larson

Call for nomination two other times. No other nominations.

Dave MacRae acclaimed as Vice-Chair.



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3) Adoption of Agenda

ORG2024-11-003

MOVED by Director Sandahl

That the Agenda be adopted as presented.

Carried

4. Other Appointments

4.1 Appointment of Accounting Services

Recommendation: Re-appoint Givens LLP.

ORG2024-11-004

MOVED by Director McRae

That the board re-appoints Givens LLP for Accounting Services.

Carried

4.2 Appointment of System Operator and Maintenance Services

Recommendation: Re-appoint Kana Environmental Consulting Ltd.

ORG2024-11-005

MOVED by Director Sandahl

That the board re-appoints Kana Environmental Consulting Ltd. For System Operator and Maintenance Services.

Carried

4.3 Appointment of Engineering Consulting Services

Recommendation: Re appoint Associated Engineering Alberta Ltd.

ORG2024-11-006

MOVED by Director Harris

That the board re-appoints Associated Engineering Alberta Ltd. For Engineering Consulting Services.

Carried



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4.4 Appointment of Legal Counsel Services

Recommendation: Re-appoint Brownlee LLP.

ORG2024-11-007

MOVED by Director Larson

That the board re-appoints Brownlee LLP for Legal Counsel Services

Carried

4.5 Appointment of Auditing Services

Recommendation: Re-appoint Matrix Group LLP.

ORG2024-11-008

MOVED by Director Harris

That the board re-appoints Matrix Group LLP for Auditing Services

Carried

4.6 Appointment of Financial Services Provider

Recommendation: Re-appoint Royal Bank Financial

ORG2024-11-009

MOVED by Director McRae

That the board re-appoints Royal Bank Financial as the Financial Service Provider

Carried

4.7 Appointment of Investment Financial Services Provider

Recommendation: Re-appoint ATB Financial

ORG2024-11-010

MOVED by Director Larson

That the board re-appoints ATB Financial as Investment Financial Services Provider

Carried



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4.8 Approval of Signing Authorities

Recommendation: Authorize one of Chair or Vice-Chair and the Commission Manager (current).

ORG2024-11-011

MOVED by Director Larson

That the board Authorize one of Chair or Vice-Chair and the Commission Manager as Signing Authorities.

Carried

5) Other

5.1 Destruction of Ballots – Secret Ballot Elections

6) Adjournment

ORG2024-11-012

MOVED by Director Larson

That the meeting be adjourned at 9:28am

Carried

These minutes were approved this 10 day of December, 2024

A handwritten signature in black ink, appearing to be 'B. de', written over a horizontal line.

CHAIR

A handwritten signature in blue ink, appearing to be 'J.M.', written over a horizontal line.

COMMISSION MANAGER