



CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

BOARD MEETING

Monday, October 21, 2024 at 2:00 pm
Gibbons Community Cultural Center, Gibbons
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
Dave McRae – D. Chair	Town of Redwater

Other:

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

Regrets:

Dan Derouin	Sturgeon County
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- 1) Call to Order
Deputy- Chair MacRae called the meeting to order at 2:02 pm.

- 2) Adoption of Agenda

24-10-001
MOVED by Director Larson

That the Agenda be amended with correction to add 3(b) Re-Adoption of August Minutes, 7(c) Jan Meeting, and 11(d) Motion.

Carried

24-10-002
MOVED by Director Kelly

That the Agenda be adopted with amendments.

Carried

- 3) Adoption of Minutes
 - a) September 23rd, 2024 Board Meeting Minutes

24-10-003
MOVED by Director Larson

That the Minutes of the Board meeting held on September 23rd, 2024, be approved with amendments.

Carried

24-10-004
MOVED by Director Larson

That the Minutes of the Board meeting held on August 19th, 2024, be approved with amendments.

Carried



CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

Deputy- Chair MacRae passed the gavel to Chair Tonita at 2:12 pm.

- 4) Delegation
- 5) Engineer Report – No Report
- 6) Business
 - a) ATB Investments – Motion Reconsideration

24-10-005
MOVED by Director Kelly

That the Board rescind the previous motion from the meeting held on September 23, 2024, item 8(a).

Carried

24-10-006
MOVED by Director Sandahl

That the Board direct the Commission Manager to close the ATB BPSS Savings account and lock funds into a 5Year GIC immediately.

Carried

24-10-007
MOVED by Director Larson

That the Board direct the Commission Manager to close the Notice on Amount 90 Day account, ending in 1379 and brought back to the Board for investment direction within 90 days.

Carried

- b) Bylaw/Policy Review Update

24-10-008
MOVED by Director Sandahl

That the board accepts the Bylaw/Policy Review update by the Commission Manger for information.

Carried

- c) Strategic Plan Update - No report
- d) Pre-Budget Discussion

24-10-009
MOVED by Director Larson

That the board accepts Pre-budget discussion for information.

Carried

e) Rates Update

24-10-010

MOVED by Director Sandahl

That the board accepts the Rates Update for information.

Carried

f) Meeting Scheduling

7) Commission Manager Report

24-10-011

MOVED by Director McRae

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

Carried

8) Finance Report

a) Givens LLP report for August

Moved to next meeting

9) Board/Committee Reports

a) None

10) Correspondence and Information

a) JSB – See in Camera

11) Next Meeting:

a) Friday, November 22, 2024 – Redwater Council Chambers – Approved full day

b) Monday, December __ at __ – to be Approved

24-10-012

MOVED by Director Sandahl

That the Board accepts the meeting date of December 13th, 2024 for 9am to 4pm in Fort Saskatchewan.

Carried

c) January Meeting will revisit in November

d) Motion

24-10-013

MOVED by Director Kelly

That the Board directs the Commission Manager to prepare a report itemizing efforts taken to date by the CRNWSC to resolve the issues identified by Fort Saskatchewan in letters dated May 26, 2021 and July 5, 2023 and that the report include any recommended actions that the CRNWSC could take in order to resolve the



concerns detailed in the letters and that the report be presented to the Board at the December 2024 board meeting.

Defeated: Recorded vote- MacRae and Kelly - In Favour, Sandahl, Larson, Tonita - Opposed.

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

24-10-014

MOVED by Director MacRae

That the board go into Closed Session at 4:15pm.

Carried

- a) CEO/Commission Manager Evaluation-Bring to next meeting
- b) JSBRWSC Update/Issues
 - i) JSB update – See Attached Letter and Cancellation of Mediation correspondence
 - ii) JSB outstanding A/R update
- c) City of Ft Saskatchewan –
 - i) Council Meeting update
 - ii)

24-10-015

MOVED by Director Sandahl

That the board move out of Closed Session at 5:49pm.

Carried

24-10-016

MOVED by Director Sandahl

That the Board accepts the City of Fort Saskatchewan Meeting update for information.

Carried

24-10-017

MOVED by Director MacRae

That the Board have the Commission Manager prepare the 10 year Capital Plan based on today's circumstances.

Carried



13) Adjournment

24-10-018
MOVED by Director MacRae

That the meeting be adjourned at 5:57pm.

Carried

These minutes were approved this 10 day of December, 2024

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

CHAIR

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

COMMISSION MANAGER