

BOARD MEETING

Monday, April 7th, 2025 at 9:00 am
Sturgeon County Council Chambers, Morinville
MINUTES

Attendance:

COMMISSION MEMBERS:

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

Other:

Gene Sobolewski	Commission Manager
Tara Harder	Executive Clerk
Jeff Hutton	City of Fort Saskatchewan
Phil Dirks	Metrix (Virtual)

1) Call to Order

Chair Tonita called the meeting to order at 9.01am.

2) Adoption of Agenda

25-04-001

MOVED by Director Larson

That the Agenda be adopted as presented.

Carried

3) Adoption of Minutes

a) March 24th, 2025 Board Meeting Minutes

25-04-002

MOVED by Director Sandahl

That the Minutes of the Board meeting held on March 24th, 2025, be approved as presented.

Carried

4) Delegation

a) Metrix – 2024 Audited Financial Statement

25-04-003

MOVED by Director Harris

That the Board have the auditor add the remuneration of the CAO and Board Members to the future 2025 audited financial statements.

Carried

25-04-004
MOVED by Director Sandal

That the board go into Closed Session at 9:36 am.

Carried
25-04-005
MOVED by Director Comeau

That the board go out of Closed Session at 9:41am.

Carried

25-04-006
MOVED by Director McRae

That the Board approve the 2024 Audited Financial Statement as presented.

Carried

5) Engineer Report - none

6) Business

a) 2024 Surplus

25-04-007
MOVED by Director Larson

That the Commission Manager leave the Operating Reserve as is and fund the Xylem project:

Carried

b) Governance – Voting categories

25-04-008
MOVED by Director McRae

That the Commission Manager organize a facilitated workshop on governance as soon as possible.

Carried

c) Rescind Borrowing Bylaw/Unspent Debenture Balance

25-04-009
MOVED by Director Sandahl

That the Capital Region Northeast Water Services Commission Board rescind Bylaw 2022 – 005.

Carried

d) ~~Governance/Vote Update~~

e)



CAPITAL REGION NORTHEAST WATER SERVICES COMMISSION

7) Commission Manager Report

25-04-010

MOVED by Director Sandahl

That the Capital Region Northeast Water Services Commission Board approve the construction cost for a perched manhole at \$28,000 plus GST at the Hwy 15 inspection insertion/extraction site as part of the Xylem PCCP Pipe Inspection project and further authorize the Commission Manager to utilize the existing funds within the Operating Reserve to fund the perched manhole construction.

Carried

25-04-011

MOVED by Director Sandahl

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

Carried

8) Finance Report

- a) Givens LLP report for March 2025- none

9) Board/Committee Reports – no reports

10) Correspondence and Information

11) Next Meeting

Monday, June 23?

25-04-012

MOVED by Director Harris

That the board hold the next meeting on Monday June 16 at the Strathcona County Offices followed by a workshop.

Carried

- a)

12) Closed Meeting - FOIP s21, s22, s23 and s27

25-04-012

MOVED by Director McRae

That the board go into Closed Session at 11:23am.

Carried

13) Closed Meeting - FOIP s21, s22, s23 and s27

- a) JSBRWSC Update/Issues

- i) Feb 15 Payment Deadline, JSB portion of PCCP Pipe inspection
- ii) JSB update outstanding A/R update
AUC Update

25-04-013

MOVED by Director McRae

That the Board that move out of Closed Session at 11:53pm

Carried

14) Adjournment

Meeting adjourned at 11:58pm.

These minutes were approved this 16 day of June, 2025



CHAIR



COMMISSION MANAGER