

BOARD MEETING

Monday, September 22, 2025 at 9:00 am

Sturgeon County Office, 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

1) Call to Order

Chair Tonita called the meeting to order at 9:01am.

2) Adoption of Agenda

25-08-001

MOVED by Director Sandahl

That the Agenda be adopted as presented.

Carried

3) Adoption of Minutes

a) August 18th, 2025 Board Meeting Minutes

25-08-002

MOVED by Director Larson

That the Minutes of the Board meeting held on August 18th, 2025, be approved as presented.

Carried

4) Delegation

5) Engineer Report

6) Business

a) Initial 2026 Draft Operating Budget

25-08-003

MOVED by Director McRae

That the Board accept the Operating budget report for information.

Carried

b) Initial 2026 Draft 25yr Capital Budget

25-08-004

MOVED by Director Larson

That the board accept the Capital budget report for information.

Carried

c) Storage – Archives- Verbal Report

d) 2026 Feasibility Report

25-08-005

MOVED by Director Larson

That the board direct the Commission Manager to apply to the Water For Life Program to fund the 2026 Feasibility Study.

Carried

e) PCCP Repairs Cost Draft Letter - JSB

25-08-006

MOVED by Director Sandahl

That the Board accept the status update on the anticipated costs to undertake the repairs of the two leaks on the 900 mm PCCP pipe and further approve the Commission Manager to transfer up to a maximum of \$400,000 from the operating reserve to fund this project.

The Board further authorizes the Commission Manager to use the surplus funds from the RBC chequing account as necessary to further assist in covering the project cost.

Carried

25-08-007

MOVED by Director Comeau

That the Board further directs the Commission Manager to advise the John S Batiuk Regional Water Services Commission of the anticipated costs for their share of the project and request prompt payment once invoiced for the final costs.

Carried

f) Administration Bylaw – Tabled pending clarification from the City of Fort Saskatchewan until December Meeting.

25-08-008

MOVED by Director McRae

That the board table the bylaw until the December general meeting of the commission.

Carried

g) Request Alberta Transportation – Waiver of Crossing Agreement Fee

25-08-009

MOVED by Director Sandahl

That the board does not approve the waiver of the crossing agreement fees of \$1,500 for the Transportation and Economic Corridors Hwy 643 Project pursuant to the application submitted by McElhanney.

Carried

h)

25-08-010

MOVED by Director Comeau

That the Board that move into Closed Session at 11:17 am

Carried

25-08-011

MOVED by Director Sandahl

That the Board move out of Closed Session at 11:54 am

Carried

25-08-012

MOVED by Director Comeau

That the board direct the Commission Manager take action as identified in closed session using template as discussed.

Carried

7) Commission Managers Report

25-08-013

MOVED by Director Larson

That the board accept the Commission Managers report for information as presented.

Carried

8) Finance Report

a) Givens LLP report for August 2025

25-08-014

MOVED by Director Comeau

That the board accept the Financial Report for August 2025 for information as presented.

Carried

9) Board/Committee Reports – no reports

10) Correspondence and Information

11) Next Meeting

a) October 14 – Prior to election

b) November 17 – Orientation

c) November (??) – Organizational and Regular meeting

25-08-015

MOVED by Director McRae

That the Board tentatively schedule the next meeting for 9:00 am on Monday, October 14, 2025, at the call of the chair on zoom.

Carried

25-08-016

MOVED by Director McRae

That the Board schedule a meeting for 9:00 am on Monday, November 17, 2025, in Sturgeon County.

Carried

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

a) New Opportunity – Will require resolutions out of Closed Session.

b) JSBRWSC Update/Issues

i) AUC Update/Evidence, JSB portion of PCCP Pipe inspection

ii) JSB update outstanding A/R update

iii) AUC Update

25-08-017

MOVED by Director Harris

That the Board that move into Closed Session at 12:04 pm

Carried

25-08-018

MOVED by Director Sandahl

That the Board move out of Closed Session at 12:18 pm

Carried

13) Adjournment

Meeting adjourned at 12:20pm.

These minutes were approved this 14 day of October, 2025



CHAIR



COMMISSION MANAGER