

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

Regular Meeting

**Thursday, March 29th, 2018 at 1:00 p.m.
Water Commission Office
Ryley, Alberta**

COMMISSION members PRESENT at commencement:

**Dana Ewashko, Town of Viking
Terry Magneson, Village of Ryley
Larry Tiedemann, Town of Tofield
Dale Pederson, Beaver County
Doug Hanson, Alternate, Village of Holden**

COMMISSION members ABSENT at commencement:

Bernie Marko, Village of Holden

ADMINISTRATION present at Commencement:

**Al Harvey, CAO
Brent Clark, Director of Operations**

GUEST present at Commencement:

**Ted Matiskas, Yaremchuk & Annichiarico
Rob Hoar, Yaremchuk & Annichiarico**

1. CALL TO ORDER:

Chairman Magneson called the Regular meeting to order at 1:01 p.m.

Introductions were provided to the Auditors.

2. ADDITIONS/DELETIONS TO THE AGENDA:

7.4 April Meeting Date

8.1(d) Frozen Sewer Lines

9.1(c) Beaver Heritage Agricultural Society

Handout - Email from Al Harvey to Martin Gillet

DGE Engineering – Regional Water Strategy Assessment

18-19 MOVED by CM Tiedemann that the agenda be approved, as amended.

CARRIED

3. DELEGATIONS:

3.1 Auditors to Present Draft Audited Financial Statements for year ending December 31, 2017.

Ted Matiskas and Robert Hoar from the firm of Yaremchuk & Annichiarico provided the draft Audited Financial Statements for 2017, and provided a brief overview of the contents.

18-20 MOVED by CM Hansen to provide the sum of \$30,000 as the contribution to internally restricted reserves.

CARRIED

18-21 MOVED by CM Ewashko that the audited financial statements for the year ending December 31, 2017, be adopted.

CARRIED

The auditors left at 1:28 p.m.

4. MINUTES:

4.1 Minutes of the Highway 14 Regional Water Services Commission Regular Meeting held January 25th, 2018.

18-22 MOVED by CM Tiedemann that the minutes of the Regular Meeting of January 25th, 2018 be adopted.

CARRIED

5. FINANCIALS:

5.1 Monthly Bank Reconciliation Statement –February 28th, 2018.

18-23 MOVED by CM Pederson that the monthly bank reconciliation statement to February 28, 2018, be adopted for information.

CARRIED

6. UNFINISHED BUSINESS:

6.1 Beaver County- Disclosure and Transparency of Board Remuneration and Expenses

18-24 MOVED by CM Ewashko that Highway 14 Regional Water Services Commission directs the Chairman to contact the auditor to have the Commission Directors Remuneration added to the financial statements.

CARRIED

18-25 MOVED by CM Tiedemann that Highway 14 Regional Water Services Commission directs the chairman to send a letter to the Reeve of Beaver County thanking him for the suggestion to enhance the Commissions transparency and informing him of the direction taken.

CARRIED

6.2 Shyba Bill

18-26 MOVED by CM Magneson that Highway 14 Regional Water Services Commission directs Administration to forgive the overage of the account number 379371.01 from the average.

CARRIED

7. NEW BUSINESS:

7.1 Climate Resiliency Report

18-27 MOVED by CM Magneson that Highway 14 Regional Water Services Commission refer the Climate Resiliency Report to the strategic planning meeting.

CARRIED

7.2 ISL Growing Forward Report

18-28 MOVED by CM Tiedemann that Highway 14 Regional Water Services Commission defer the ISL Growing Forward Report to the next meeting for review with the engineers.

CARRIED

7.3 West End Growth Management Plan- Beaver County

18-29 MOVED by CM Magneson that the CAO be directed to obtain more information related to the Beaver County West End Growth Management Plan regarding possible buildout numbers.

CARRIED

7.4 April Meeting Date

18-30 MOVED by CM Ewashko that Highway 14 Regional Water Services Commission meeting scheduled for April 19th 2018, be moved to April 20th, 2018.

CARRIED

Chairman Magneson called a recess at 4:30 p.m.

Chairman Magneson reconvened the meeting at 4:45 p.m.

8. REPORTS:

8.1 Director of Operations Report-Brent Clark

(a) RFD-Change 2018 Budget to Reflect Costs of Lowering Highway 14 and 834 project.

18-31 MOVED by CM Pederson that Highway 14 Regional Water Services Commission adjust the 2018 budget to reflect to the final estimated project cost. Preliminary budget amount was set at \$300,000.00. Upon feed-back from the suppliers and contactors the final estimated cost is \$377,220.00. This project is to be 100% funded by Alberta Transportation. Alberta Transportation must agree to the estimated cost and sign an agreement to that effect and they have been requested to forward to the Commission 100% of the estimated cost prior to proceeding with this project. An adjustment will be made at the end of the project to reflect actual costs.

CARRIED

(b) Change to Budget for the P&H Grain Handling Facility

18-32 MOVED by CM Tiedemann that Highway 14 Regional Water Services Commission adjust the 2018 budget by adding the final estimated project cost for this project. The final estimated cost is \$691,088.00. This project is to be 100% funded by P&H. P&H must agree to the estimated cost and sign an agreement to that effect and they have been requested to forward to the Commission 100% of the estimated cost prior to proceeding with this project. An adjustment will be made at the end of the project to reflect actual costs.

CARRIED

(c) Water Distribution and Usage Chart. This was provided for information as a part of the Director of Operations Report.

(d) Frozen Sewer Lines

18-33 MOVED by CM Hanson that Highway 14 Regional Water Services Commission implement a policy where the first thawing of a frozen service line in a winter season is performed at no cost to the customer. For subsequent thawing of freeze offs that same season the customer be charged approximately ½ of the actual thawing cost of \$250.00. That is if a tap is not left on, the charge will be 100% and for a third occurrence and beyond the customer be charged 100%.

CARRIED

8.2 CAO Report- Al Harvey, a verbal report was provided.

8.3 Commission Members. No reports were provided.

18-34 MOVED by CM Pederson to accept the reports for information.

CARRIED

9. CORRESPONDENCE:

- 9.1 Policy on Donations
(a) Letter from Village of Ryley

18-35 MOVED by CM Tiedemann that Highway 14 Regional Water Services Commission accept for information the request of the Village of Ryley and have the donation policy re-provided to the Commission for updating.

CARRIED

- (b) Thank- you Letter from Ryley Curling Club. No action Here.
(c) The Beaver Heritage Agricultural Society.

18-36 MOVED by CM Pederson that Highway 14 Regional Water Services Commission provides an exemption to the donations policy so that a one-time assistance for the cost of water to fill the pool is provided with the value of the water set at the amount charged by Strathcona County.

CARRIED

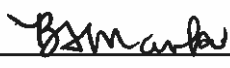
Next Meeting - The next Commission Meeting is scheduled for April 20th, 2018, at 1:00 p.m., Commission office.

10. IN CAMERA:

11. ADJOURNMENT:

18-37 MOVED by CM Ewashko to adjourn the Regular Meeting at 6:03 p.m.

CARRIED



Chairperson



CAO