

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

Regular Meeting

**Wednesday, September 16, 2015 at 3:00 p.m.
Highway 14 Regional Water Services Commission Office
Ryley, Alberta**

COMMISSION members PRESENT at commencement:

**Ron Yarham, Chairman, Beaver County
Rod Hunter, Town of Viking
Lavonne Svenson, Village of Ryley
Bernie Perrot, Town of Tofield
Bernie Marko, Village of Holden**

ADMINISTRATION present at commencement:

**Brent Clark, Director of Operations
Shelly Good, Recording Secretary
Cindy Neufeld, CAO**

1. CALL TO ORDER:

Chairman Ron Yarham called the Regular meeting to order at 3:01 p.m.

2. ADDITIONS/DELETIONS TO THE AGENDA:

N/A

**15-45 MOVED by CM Marko that the agenda be approved.
CARRIED UNANIMOUSLY**

3. MINUTES:

3.1 Minutes of the Highway 14 Regional Water Services Commission Regular Meeting held June 17, 2015.

15-46 MOVED by CM Perrot to approve the minutes of the Regular Meeting June 17, 2015.

CARRIED UNANIMOUSLY

4. FINANCIALS:

4.1 Monthly Bank Reconciliation Statement –August 31, 2015.

15-47 MOVED by CM Hunter to approve the August 2015 monthly

Bank reconciliation statement.

CARRIED UNANIMOUSLY

4.2 Budget Report for Month Ending August 31, 2015.

15-48 MOVED by CM Hunter to accept the Budget Report for the month ending August 31, 2015.

CARRIED UNANIMOUSLY

5. UNFINISHED BUSINESS:

5.1 Scheduled Date – Strategic Planning Session

Meeting set for October 8, 2015 at 10:00 am Town of Tofield Office.

15-49 MOVED by CM Hunter to approve the Strategic Planning Meeting for October 8, 2015 at 10:00 am at The Town of Tofield Office.

CARRIED UNANIMOUSLY

6. NEW BUSINESS:

6.1 Letter from Town of Tofield

6.2 RFD-Tofield Water Station – handout at meeting

Moved by CM Hunter that the Highway 14 Regional Water Services Commission enter into a long term agreement (approximately 20 years with options to renew) with the Town of Tofield to lease their truck / bottle fill facility and to upgrade this facility so that it integrates with other similar facilities within the Commissions system providing upgrade costs do not exceed a 5 year simple payback.

15-50 MOVED by CM Hunter that a suitable lease agreement be drafted and presented at the next meeting.

CARRIED UNANIMOUSLY

7. **REPORTS:**

7.1 Director of Operations- Brent Clark

- West End Truck Fill Progress
- Kinsella – Chlorine Residual Issue
- Capital Projects
- Camrose Pump #1
- Holden-Grinde Project
- Strategic Planning/Policy Development
- Strathcona County Meeting
 - Rate Model
 - Leak Investigation
 - 5 year volume projection
- SCF Grant Application
- Beaver County-Equity Industrial Park- water capacity
- New Services- four installed and three waiting to be installed. Village of Ryley to be installed waiting for application.

15-51 MOVED by CM Svenson to accept the Director of Operations report, as presented.

CARRIED UNANIMOUSLY

Next Meeting - The next Regular Commission Meeting is scheduled for November 18, 2015, at 3:00 p.m., Commission office.

8. **ADJOURNMENT:**

15-52 MOVED by CM Svenson to adjourn the Regular Meeting at 4:10 p.m.

CARRIED UNANIMOUSLY



Chairperson



CAO