

**MINUTES OF THE REGULAR MEETING OF HIGHWAY 14
REGIONAL WATER COMMISSION held THURSDAY,
FEBRUARY 22, 2024 Highway 14 Regional Water
Commission Administration Building Boardroom**

PRESENT

1. Chair Ducherer; Vice Chair Martineau, Director Smook, MacGregor, Buttner (Interim Director).

Also Present: Crystal Yeske, Interim CAO
Guests Present: Brent Clark, Consultant
Jim McCuaig, M2 Engineering
Jackie Mykytiuk, M2 Engineering
Nathan Miller, M2 Engineering

CALL TO ORDER

2. Chair Ducherer called the meeting to order at 6:02 p.m.

**ADOPTION OF
AGENDA**

3. **MOVED** by Buttner that the agenda be approved as amended.

24-02-24

CARRIED UNANIMOUSLY

Add: 8.2 Meeting Schedule

DELEGATE

4. Delegate: Jim McCuaig, Presents the Water Rate Presentation

Chairman to send a letter to all municipalities

Jim McCuaig, Nathan Miller and Jackie Mykytiuk leave at 7:51 p.m.

Break at 7:52 p.m.

Reconvened at 7:59

CLOSED SESSION

MOVED by MacGregor that the Commission meet in Closed Session at 8:00 p.m. to discuss matters under the Alberta FOIP Act as

follows:

Section 17(1) – Disclosure harmful to personal privacy – Freedom of information and Protection of Privacy Act.

25-02-24

CARRIED UNANIMOUSLY

26-02-24

MOVED by Smook to revert to the regular session at 10:55 p.m.

CARRIED UNANIMOUSLY

Brent Clark left at 10:59 p.m.

27-02-24

MOVED by Ducherer to send all documentation from the Consultant discussed in closed session to the lawyers.

CARRIED UNANIMOUSLY

28-02-24

MOVED by Smook to retain Sharek & Co Barristers & Solicitors regarding a personnel issue discussed in closed session.

CARRIED UNANIMOUSLY

29-02-24

MOVED by Buttner to hold a Special Meeting on March 6, 2024, at 6:00 p.m. pertaining to personnel.

CARRIED UNANIMOUSLY

5. Minutes:

30-02-24

MOVED by Martineau to approve the minutes of the Regular Meeting held December 14, 2023, as amended.

CARRIED UNANIMOUSLY

31-02-24

MOVED by Ducherer to approve the minutes of the Special Meeting held January 12, 2024, as presented.

CARRIED UNANIMOUSLY

32-02-24

MOVED by Martineau to approve the minutes of the Regular Meeting held January 18, 2024 as presented.

CARRIED UNANIMOUSLY

33-02-24

MOVED by MacGregor to approve the minutes of the Special Meeting held February 6, 2024 as amended.

CARRIED UNANIMOUSLY

FINANCIALS

6. Financials:

6.1 Monthly Bank Reconciliation Statement- December 31, 2023 and January 31, 2024

6.2 Quarterly Budget Report- December 31, 2023

UNFINISHED BUSINESS

7. Unfinished Business:

7.1 Cola Increase

7.2. Health and Wellness Policy

34-02-24

MOVED by Buttner to defer 6.1 Monthly Bank Reconciliation Statement and, 6.2 Quarterly Budget Report, 7.1 Cola Increase and 7.2 Health and Wellness policy to the next Regular Meeting of March 28, 2024.

CARRIED UNANIMOUSLY

NEW BUSINESS

8. New Business:

8.1 2024 Rate Bylaw

35-02-24

MOVED by Smook to defer the Transmission Fixed Charges to the next Regular Meeting of March 28, 2024.

CARRIED UNANIMOUSLY

36-02-24

MOVED by Martineau to move all future meetings to 6:00 p.m.

CARRIED UNANIMOUSLY

37-02-24

MOVED by Smook that administration provide the information requested by Beaver County in their letter dated January 25, 2024.

CARRIED UNANIMOUSLY

38-2-24

MOVED by Smook to defer 9.1 Operations Report, 9.2 Interim CAO Report, 9.3 Commissioner Report, 11.1 Renumeration Staff, and 11.2 Conduct, to the next Regular Meeting held March 28, 2024.

CARRIED UNANIMOUSLY

ADJOURNMENT

39-02-24

12. **MOVED** by Martineau that the meeting adjourn at 11:15 p.m.

CARRIED UNANIMOUSLY


CHAIR


CHIEF ADMINISTRATIVE OFFICER