

**HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION**

**Regular Meeting  
February 25<sup>th</sup>, 2021 at 1:00 p.m.  
Ryley Legion  
Ryley, Alberta**

**PRESENT:**

**COMMISSION members PRESENT at commencement:**

**Larry Tiedemann, Town of Tofield  
Dale Pederson, Beaver County  
Terry Magneson, Village of Ryley  
Dana Ewashko, Town of Viking  
Bernie Marko, Village of Holden**

**ADMINISTRATION members PRESENT at commencement:**

**Brent Clark, CAO  
Bev Hutton, Recording Secretary  
Evan Clay, Operations Supervisor**

**1. CALL TO ORDER:**

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

**2. ADDITIONS/DELETIONS TO THE AGENDA:**

- 6.2 TLFC-Dan Debrabandere
- 6.3 RFD-COLA for 2021
- 6.4 Fire Fighting Water
- 9.1 Closed Session

**21-18 MOVED by CM Magneson that the agenda be adopted as amended.**

**CARRIED**

**3. MINUTES:**

- 3.1 Minutes of the Highway 14 Regional Water Services Commission Meeting held January 21<sup>st</sup>, 2021.

**21-19 MOVED by CM Tiedemann to approve the minutes of the meeting held January 21<sup>st</sup>, 2021.**

**CARRIED**

**4. FINANCIALS:**

- 4.1 Monthly Bank Reconciliation Statement- January 31<sup>st</sup>, 2021.

**21-20 MOVED by CM Ewashko that the Highway 14 Regional Water Services Commission approve the Monthly Bank Reconciliation Statement be accepted as presented.**

**CARRIED**

4.2 Quarterly Budget Report- January 31<sup>st</sup>, 2021.

**21-21 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission approve the Quarterly Budget Report be accepted as presented.**

**CARRIED**

**5. UNFINISHED BUSINESS:**

5.1 Preparation of New Bylaws

Directed CAO to prepare the 3 new Bylaws as required by Provincial legislation in Bill 22. New bylaws to be presented at next meeting.

5.2 Ryley Truck Fill Upgrade Project Agreement

CAO presented Cost Sharing Agreement for endorsement by the participants. The Commission accepted the Agreement for endorsement.

*CM Ewashko left the room at 2:30 p.m.*

*CM Ewashko returned to the room at 2:37 p.m.*

5.3 Bylaw-Rate Schedule-21-1-Revision

**21-22 MOVED by CM Ewashko that the Highway 14 Regional Water Service Commission would like the CAO to look into how to change or fix an error made on Schedule 'A' of bylaw 21-1.**

**CARRIED**

Chairman Marko requested a recess of five minutes at 2:42 p.m.  
Chairman Marko reconvened at 2:47 p.m.

**6. NEW BUSINESS:**

6.1 RFD-Posting for the Position of CAO

**21-23 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission to advertise for a new CAO.**

**CARRIED**

6.2 Transmission Line Fixed Charges-Dan De Brabandere

**21-24 MOVED by CM Ewashko that the Highway 14 Regional Water Services Commission remove Dan De Brabandere from the transmission line fixed charge (TLFC) calculation amounting to \$35.10/monthly and assign him to the basic urban customers TLFC of \$7.14/monthly as the leak was a one-time occurrence and doesn't represent his normal consumption, effective as of January 1<sup>st</sup>, 2021.**

**CARRIED**

6.3 RFD-COLA for 2021

**21-25 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission will have a zero percent COLA for 2021.**

**CARRIED**

6.4 Fire Fighting

Directed that the Operations Supervisor look into way to help the Fire Department with water being set a side in case of a Emergency situation at the WETF.

**7. REPORTS:**

7.1 CAO Report-Desk Drop

**21-26 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission to accept the CAO report.**

**CARRIED**

**21-27 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission to accept the contract changes request from Alberta North Construction LTD.**

**CARRIED**

7.2 Operations Supervisor Report-Desk Drop

**21-28 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission to accept the Operations Supervisor Report.**

**CARRIED**

7.3 Commission Members

8. **CORRESPONDENCE:**

8.1 Yaremchuk & Annicchiarico Letter of Independence

9. **CLOSED SESSION:**

21-29 **MOVED CM Ewashko that the Highway 14 Regional Water Services Commission go into Closed Session at 5:29 p.m.**

**CARRIED**

21-30 **MOVED CM Magneson that the Highway 14 Regional Water Services Commission come out of Closed Session at 5:58 p.m.**

**CARRIED**

21-31 **MOVED by CM Tiedemann that the Highway 14 Regional Water Services Commission to accept the CAO Contract Services Agreement subject to investigating the Commission's auto and liability insurance being transferrable to the contract employee.**

**CARRIED**

Next scheduled meeting March 18<sup>th</sup>, 2021 at 1:00 p.m at the Ryley Legion.

10. **ADJOURNMENT:**

21-32 **MOVED by Chairman Marko to adjourn the Regular Meeting at 6:10 p.m.**

**CARRIED**



Chairman



CAO