

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

Regular Meeting
November 19th, 2020 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, Director of Operations, CAO
Bev Hutton, Recording Secretary
Evan Clay, Operation Supervisor

1. CALL TO ORDER:

Chairman Marko called the Regular meeting to order at 1:15p.m.

2. ADDITIONS/DELETIONS TO THE AGENDA:

5.3.1 Arrow Fixed Charges (Summary)
6.2 Succession Planning Moved to Closed Session
6.2.1 Financial Polices, 1.03, 1.05, 1.06, 1.07 and 1.08
6.2.2 RFD-Rescind Policy 1.03
6.2.3 Revenue Concept
6.8 25 Year Plan

20-80 MOVED by CM Tiedemann to approve additions to the agenda.

CARRIED

3. MINUTES:

3.1 Minutes of the Highway 14 Regional Water Services Commission Regular Meeting held October 15th, 2020.

20-81 MOVED by CM Magneson to approve the minutes of the Regular Meeting of October 15th, 2020.

CARRIED

4. FINANCIALS:

4.1 Monthly Bank Reconciliation Statement- October 31st, 2020

20-82 MOVED by CM Magneson that the monthly Bank Reconciliation for the months of October 31st, 2020 be adopted for information as presented.

CARRIED

4.2 Quarterly Budget Report-October 31st, 2020.

20-83 MOVED by CM Magneson that the Quarterly Budget Report for October 31st, 2020 be adopted for information as presented.

CARRIED

5. UNFINISHED BUSINESS:

5.1 Policy-Retirement Allowance

20-84 MOVED by CM Ewashko that the Highway 14 Regional Water Services Commission in light of the current economic climate the Health and Wellness allowance is more important at this time, we may consider the Retirement allowance at later date.

CARRIED

5.2 Policy-Safety Incentive Program

20-85 MOVED by CM Ewashko that the Highway 14 Regional Water Services Commission allow points to be used in an incentive program at the discretion of the CAO.

CARRIED

5.3 Draft Arrow Engineering-Distribution Fixed Charges Study-Desk Drop

5.3.1 Arrow Engineering-Summary of Fixed Charges-Desk Drop

5.4 Franchise Agreements-Desk Drop

6. NEW BUSINESS:

6.1 Invoice to the Village of Ryley-2020 Sewer Main Replacement/Water Facility Upgrades

6.2 Succession Planning (Closed Session)

6.2.1 Financial Policies-1.03, 1.05, 1.06, 1.07 and 1.08

6.2.2 RFD-Rescind Policy 1.03

20-86 MOVED by CM Ewashko that the Highway 14 Regional Water Services Commission rescind policy 1.03 this policy is redundant, because of passing the policies 1.05, 1.06, 1.07 and 1.08.

CARRIED

Chairman Marko calls for a recess at 3:00 p.m.

Chairman Marko reconvene at 3:10 p.m.

6.2.2 Revenue concept

6.3 Revenues & Expenses Trend

6.4 Fixed Charge Calculations-Desk Drop

6.5 Commodity Charge Calculations- Desk Drop

6.6 Reserve Fund Tracking- Desk Drop

6.7 Christmas Party

20-87 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission that the Christmas Party will be cancelled this year because of COVID -19.

CARRIED

6.8 25 Year Plan

7. REPORTS:

7.1 CAO Report-Brent Clark-Desk Drop

20-88 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission to accept the CAO report.

CARRIED

7.2 Director of Operations Report-Desk Drop

20-89 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission to accept the Director of Operations Report.

CARRIED

7.3 Commission Members

8. CORRESPONDENCE:

8.1 Letter from Alberta Municipal Affairs- Regional Service Commissions (RSCs)

8.2 Letter from the Town of Tofield- Distribution Systems Funded

8.3 Letter from the Town of Viking- Distribution Systems Funded

Commissioner directed CAO to respond the two letters 8.2 and 8.3.

20-90 MOVED by CM Ewashko that the Highway 14 Regional Water Services to move into Closed Session at 5:26 p.m.

CARRIED

9. CLOSED SESSION:

20-91 MOVED by CM Magneson that the Highway 14 Regional Water Services to move out of Closed Session at 6:47 p.m.


CARRIED

Next Scheduled meeting will be December 17th, 2020.


10. ADJOURNMENT:

20-92 MOVED by Chairman Marko to adjourn the Regular Meeting at 6:47 p.m.

CARRIED



Chairman



CAO