

HIGHWAY 14 REGIONAL WATER SERVICES COMMISSION

Regular Meeting

**June 20th, 2019 at 1:00 p.m.
Water Commission Office
Ryley, Alberta**

PRESENT:

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, Village of Holden (Alternate)**

COMMISSION members ABSENT at commencement:

Bernie Marko, Village of Holden

ADMINISTRATION present at Commencement:

Al Harvey, CAO

ADMINISTRATION absent at Commencement:

**Evan Clay, Operation Technologist
Brent Clark, Director of Operations
Bev Hutton, Recording Secretary**

GUEST present at Commencement:

Glen Hamilton-Brown, CAO of Ryley

1. CALL TO ORDER:

Vice-Chairman Magneson called the Regular meeting to order at 1:00 p.m.

Introduction were provided to Glen Hamilton-Brown to Commission members.

2. ADDITIONS/DELETIONS TO THE AGENDA:

19-46 MOVED by CM Tiedemann to adopt the agenda as presented.

CARRIED

3. MINUTES:

3.1 Minutes of the Highway 14 Regional Water Services Commission Regular Meeting Held April 18th, 2019.

19-47 MOVED by CM Hanson to approve the minutes of the Regular Meeting of April 18th, 2019 as presented.

CARRIED

4. FINANCIALS:

4.1 Monthly Bank Reconciliation Statement – April 30th, 2019.

19-48 MOVED by CM Ewashko that the Monthly Bank Reconciliation for April 30th, 2019 be adopted for information presented.

CARRIED

4.2 Quarterly Budget Report – April 30th, 2019

19-49 MOVED by CM Pederson that the Quarterly Budget Report for April 30th, 2019 be adopted.

CARRIED

4.3 Monthly Bank Reconciliation Statement – May 31st, 2019.

19-50 MOVED by CM Tiedemann that the monthly Bank Reconciliation for May 31st, 2019 be adopted for information as presented.

CARRIED

4.4 Quarterly Budget Report – May 31st, 2019.

19-51 MOVED by CM Hanson that the Quarterly Budget Report for May 31st, 2019 be adopted.

CARRIED

5. UNFINISHED BUSINESS:

5.1 Transmission System-Fixed fee

19-52 MOVED by CM Magneson that the Highway 14 Regional Water Services Commission accepts for information the Arrow Engineering Highway 14 Regional Water Services Commission Transmission System Fixed Fee Annual Reserve Recovery Report; further, that the Commission provide copies of the report to the participating municipalities of the Commission; further that the Commission attach the report and make it a part of the Finances, Reserve Water Transmission Main

policy, policy FIN 1.08, further that the Commission not to adjust the rate subject to the completion of the rate study.

CARRIED

Bev Hutton, Recording Secretary arrived at 1:27 p.m.

Brent Clark and Evan Clay arrived at 1:27 p.m.

5.2 Auditors Comments-Reserves

19-53 MOVED by CM Tiedemann that the Highway 14 Regional Water Services Commission directs administration to provide draft changes to the reserve policies, based on the Auditor's comments, and return the policies to a future meeting of the Commission.

CARRIED

6. NEW BUSINESS:

6.1 RFD – Radio Read Meter Installation Refusal

19-54 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission directs administration to offer to the Jensen's a time sensitive proposal that either the Commission, at it's cost, will move the radio read part of the meter to an adjacent building, or, that the Commission will accept the Jensen's offer of providing photographic evidence of the meter reading on or by the 25th of each month for an extra charge of \$20.00 dollars per month.

CARRIED

6.2 Display Board

19-55 MOVED by CM Hanson that the Highway 14 Regional Water Services Commission authorizes administration to spend up to \$500.00 on a portable display board.

CARRIED

6.3 Strategic Plan-update

19-56 MOVED by CM Tiedemann that the Highway 14 Regional Water Services Commission sets September 19th, 2019 as a special meeting to review the Strategic Plan.

CARRIED

7. REPORTS:

7.1 Director of Operations Report- Brent Clark

19-57 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission to accept the Director of Operations Report.

CARRIED

7.2 CAO Report-Al Harvey

19-58 MOVED by CM Pederson that the Highway 14 Regional Water Services Commission accept the CAO Report as presented.

CARRIED

7.3 Commissioners Members

No reports were provided.

8. CORRESPONDENCE:

No Correspondence.

9. CLOSED SESSION:

No Closed Session required.

10. ADJOURNMENT:

19-59 MOVED by Vice-Chairman Magneson to adjourn the Regular Meeting at 3:47 p.m.

CARRIED



Chairman



CAO