

**MINUTES OF THE CAPITAL REGION SOUTHWEST WATER SERVICES COMMISSION
 ANNUAL GENERAL MEETING, HELD ON THURSDAY, APRIL 20, 2017 AT 7:00 P.M.
 AT THE BEST WESTERN PLUS DENHAM INN & SUITES, MARQUIS ROOM,
 5207 – 50 AVENUE, LEDUC, AB.**

PRESENT:

Chairman John Schonewille	Leduc County
Councillor Rick Smith	Leduc County
Mayor Wally Yachimetz	Town of Calmar
Councillor Terry Balaban	Town of Calmar
Councillor Bill McNamara	Town of Beaumont
Councillor Kathy Barnhart	Town of Beaumont
Councillor Doug Lyseng	Camrose County
Councillor Greg Gillespie	Camrose County
Deputy Mayor Shannon Yearwood	Village of Hay Lakes
Councillor Faye Leicht	Village of Hay Lakes
Mayor Tony Wadsworth	Town of Millet
Councillor Pat Garrett	Town of Millet
Deputy Mayor Beverly Beckett	City of Leduc

ALSO PRESENT:

Bruce Hinkley, MLA	Leduc County
Mayor John Whaley	Town of Calmar
Kathy Rodberg, CAO	Town of Beaumont
Dave Dmytryshyn, Planning & Infrastructure	Camrose County
Paul King, CAO	Camrose County
Graham Backus, Manager of Public Works	Village of Hay Lakes
Heather Nadeau, CAO	Village of Hay Lakes
Councillor Dawn Pauls	Town of Millet
Councillor Mike Storey	Town of Millet
Teri Pelletier, CAO	City of Leduc
Councillor Bob Young	City of Leduc
Paul Benedetto, CAO	City of Leduc
Shawn Olson, Commission Manager	City of Leduc
Rick Sereda, Operations Manager	City of Leduc
Pamela Regier, Engineering Project Manager	City of Leduc
Amber Ouellette, Accountant	City of Leduc
Carol Hounsell, Treasurer	City of Leduc
Shannon Bremner, Recording Secretary	City of Leduc
Mary Coyne, Edmonton Int. Airport	
Curtis Friesen, Hawkings EPP Dumont LLP	
Sean Nicoll, Associated Engineering	

WITH REGRETS:

Honourable Shaye Anderson	Leduc County
Councillor Clay Stumph	Leduc County
Duane Coleman, County Manager	

Councillor Michele Borodawka	Town of Calmar
Mayor Camille Berube	Town of Beaumont
Councillor Bruce LeCren	Town of Beaumont
Reeve Don Gregorwich	Camrose County
Councillor Ken Krause	Camrose County
Mayor Todd Skaret	Village of Hay Lakes
Mayor Greg Krischke	City of Leduc
Councillor Dana Smith	City of Leduc
Councillor David McKenzie	City of Leduc
Shawn Tooth, Water Technician	City of Leduc
Steve Rumley, Edmonton Int. Airport	
Patrick Mastromatteo, Associated Engineering	

I. CALL MEETING TO ORDER

Chairman John Schonewille called the meeting to order at 7:06 p.m.

II. ADOPTION OF AGENDA

- 22-17** **Motion:** It was **Moved** by Mayor Wally Yachimetz that the agenda for the April 20, 2017 Capital Region Southwest Water Services Commission Annual General Meeting be approved as circulated.

Carried

III. APPROVAL OF THE MAY 5, 2016 ANNUAL GENERAL MEETING MINUTES

There were no changes to the minutes.

- 23-17** **Motion:** It was **Moved** by Councillor Pat Garrett that the meeting minutes of the May 5, 2016 Capital Region Southwest Water Services Commission Annual General Meeting be approved as circulated.

Carried

IV. ANNUAL REPORT

A. Consider the 2016 Annual Report

Rick Sereda and Shawn Olson reviewed the Management and Operations Report of the 2016 Annual Report and highlighted the milestones of the Commission in 2016.

In 2016 it was determined that a new water allocation methodology was required to better represent the commission providing water services for its members into

the future and not constraining development by allocations. The Commission worked on a new water allocation bylaw with legal assistance from Brownlee and draft Bylaws 2 and 3 were presented to the Board for consideration and discussion. At the March 30, 2017 CRSWSC Board meeting, the Board determined it would be wise to defer the bylaws until the Leduc County and City of Edmonton annexation discussions have provided a clear understanding of the potential impacts the annexation may have on the Commission.

The Commission successfully completed the installation of a 27 km waterline to the Town of Millet. This was an excellent example of collaboration in our region and resulted in substantial cost savings for all involved, in comparison to what it would have cost any individual member to build a line for their own needs. The commission managed this project on behalf of their members and received outstanding assistance during construction from Leduc County, Wetaskiwin County, the City of Leduc and the Town of Millet.

Following approval by Alberta Municipal Affairs, the Town of Millet was formally added to the Capital Region Southwest Water Services Commission as a Board Member (the previous status was that of director at large).

The CRSWSC completed a radio investigation study for the entire commission system, due to the inability of Camrose County's new fill station in Armena to communicate via radio network. This study incorporated the new line to Millet as well as the impending connection to the Discovery Park reservoir to ensure that there is adequate communication with all commission facilities. As a result of the study, the commission is realigning all radio paths in the commission network to target the Booster station rather than the Boundary Station (for a better "line of sight"). The towers to support this will be erected in 2017.

The commission renewed its contract with Enmax to take advantage of the low pricing for electricity that the province is currently experiencing. The Commission was able to renegotiate the rate, reducing the price from 8.318 cents per kWh to 5.473 cents per kWh, which represents a savings of approximately 35%. In terms of actual dollars this was forecasted to save the commission \$20,000 in operating expenses.

Councillor Bob Young entered the meeting at 7:19 p.m.

The Management team extended sincere appreciation to the Board and member municipalities for their work and collaboration in 2016. Chairman John Schonewille was recognized for his length of service on the CRSWSC Board in various capacities as a Board member from 2001 to 2005, Vice-Chairman from 2011 to 2014 and as Chairman from 2014 to present date. A gift of appreciation was presented to Chairman John Schonewille in recognition of this service and in celebration of his upcoming retirement.

Chairman John Schonewille thanked the Board and warmly welcomed the Town of Millet to the Commission. Councillor Bob Young was provided with a gift of

appreciation as an outgoing Board member and in recognition for his extended service to the CRSWSC Board from 2004 to 2016.

- 24-17 **Motion:** It was **Moved** by Councillor Beverly Beckett that the 2016 Annual Report be accepted as presented.

Carried

B. Consider the 2016 Financial Statements and Auditor's Report

Mr. Curtis Friesen, Hawkings EPP Dumont LLP, presented an overview of the 2016 Financial Statements and Auditors Report. All the financial statements were approved and signed.

- 25-17 **Motion:** It was **Moved** by Councillor Rick Smith that the 2016 Financial Statements and Auditor's report be accepted as presented.

Carried


V. CONDUCT ANY OTHER BUSINESS PROPERLY PLACED BEFORE THE BOARD


There was no other business presented.

VI. ADJOURNMENT

- 26-17 **Motion:** It was **Moved** by Councillor Beverly Beckett to adjourn the meeting at 7:44 p.m.

Carried



CHAIRMAN


MANAGER