

**MINUTES OF THE SMOKY RIVER REGIONAL WATER
MANAGEMENT COMMISSION MEETING HELD IN THE
SMOKY RIVER REGIONAL FIREHALL
on January 25, 2024**

PRESENT: Donna Buchinski
Norm Boulet
Raoul Johnson
Danielle Laflamme
Luc Levesque
Gilles Roy
Yvonne Sawchyn
Marcus Sheane
Joseph Zdeb Chairperson

Administration: Rick Gervais, Manager

CALL TO ORDER: Chairperson Joseph Zdeb called the meeting to order at 7:00 p.m.

AGENDA: Moved by Norm Boulet that the agenda be approved as presented.
CARRIED

ORGANIZATIONAL MEETING MINUTES: Moved by Donna Buchinski that the Organizational Meeting minutes of November 20, 2023, be approved as presented.
CARRIED

REGULAR MINUTES: Moved by Raoul Johnson that the minutes of November 20, 2023, be approved as amended. Motion made by John Coy to say "CARRIED".
"PROPOSED BUDGET:" to be moved to appropriate paragraph.
CARRIED

BUSINESS ARISING: None

BANK RECONCILIATION: Moved by Donna Buchinski that Bank Reconciliation dated November 30, 2023, and Bank Reconciliation dated December 31, 2023, be accepted as circulated. (copies attached)
CARRIED

FINANCIAL
REPORTS:

Moved by Yvonne Sawchyn that Income Statement dated December 31, 2023, be accepted as information. (copy attached).

CARRIED

Moved by Norm Boulet that Income Statement dated January 18, 2024, be accepted as information. (copy attached)

CARRIED

BILLS FOR
PAYMENT:

Moved by Donna Buchinski that the accounts payable for cheques No. 4812 to 4834 and 10 online payments ending December 31, 2023, in the amount of \$223,674.73 to be ratified by the Board. (copy attached)

CARRIED

Moved by Danielle Laflamme that the accounts payable for Cheques No. 4835 to 4839 and 5 online payments ending January 18, 2024, in the amount \$22,057.93 to be ratified by the Board. (copy attached)

CARRIED

MANAGER UPDATE:

The Manager presented pictures of the completed Aeration Project that was commissioned at the Transfer Station Reservoir.

Moved by Gilles Roy that the remaining funds in our Feasibility Study Grant be allocated to M2 Engineering developing an Emergency Pumping Memo.

CARRIED

Moved by Raoul Johnson that the Manager Update be accepted as information. (copy attached)

CARRIED

POLICY REVIEW:

Moved by Donna Buchinski that Policy No. 407, Tangible Capital Assets be tabled till next meeting, and for the Manager to discuss this Policy with the Auditor. (copy attached)

CARRIED

Moved by Raoul Johnson that the Manager draft a Code of Conduct Policy pertaining to Board Members, and to present it at the next meeting.

CARRIED

Moved by Joseph Zdeb that Policy No. 003 Code of Conduct be accepted as amended. Rename as "Employee Code of Conduct". Remove references to Board members. (copy attached)

CARRIED

BYLAW #01-21:

The Manager raised concerns associated with Member Municipalities not following protocol associated with new water connections, breaks and repairs, and any other maintenance happening on Distribution water lines on the Smoky River Regional Waterworks System.

Moved by Luc Levesque to write a letter to the Member Municipalities informing them of our Bylaw, as well as references from our Approval issued by Alberta Environment and Protected Areas, and the Alberta Potable Water Regulation under the Environmental Protection and Enhancement Act, and to ask the Smoky River Water Co-op for there plan for future growth and an updated map. (copy attached)

CARRIED

NEW TRUCKFILL
DISCUSSION:

The Manager will talk to landowners about the property surrounding the Water Commission Metering Station. The Manager will contact FlowPoint Environmental Systems for a quote to retrofit the Metering Station to house Truck-fill components.

Moved by Donna Buchinski to investigate pricing to complete a truck-fill station.

CARRIED

OTHER BUSINESS:

Triangle Water Study: Moved by Yvonne Sawchyn to accept the Municipal District of Smoky River No. 130, Request For Proposals Triangle Water System Expansion Evaluation as information. (copy attached)

CARRIED

Enterprise Fleet Management: A discussion was had on various scenarios that the Water Commission could do moving forward at the end of the current lease.

Raoul Johnson left the meeting at 8:33 p.m.

The Manager will find out when warranty expires on the current lease and how much it would cost for extended warranty upon a new lease. The Manager will confirm the buy out cost of the current trucks and any clauses as to termination of this Lease Agreement with EFM.

Moved by Norm Boulet to table this item till next meeting for more information to be presented.

CARRIED

CORRESPONDENCE: Grant Funding Application Letter:
THM/HAA Contravention Letter:
JDP Wasserman 2023 Audit Planning Letter:
AMWWP Grant Advance Letter:

Moved by Yvonne Sawchyn to accept all Correspondence as information. (copies attached)

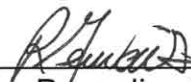
CARRIED

NEXT MEETING: The next meeting is scheduled for Tuesday March 26, 2024, at 7:00 p.m. at the Smoky River Regional Fire Hall.

ADJOURNMENT: Chairperson Joseph Zdeb adjourned the meeting at 9:16 p.m.



Chairperson



Recording Secretary