**Highway 41 Water Utility**

**Minutes of the Meeting held June 27, 2022**

**In Office Meeting, Aberdeen, SK**

**Attendance:**

Rene Labrecque

Blaine Tomolak

Christine Meachem

Dale Cousin

Dawn Bragg

Graham White

Mark Schaffel

Martin Bettker

Robert Tutka

Wayne Mason

Rene Labrecque called the meeting to order at 7:03 p.m.

Add pump upgrade to Agenda. Martin Bettker moved adoption of the amended agenda as presented, second by Wayne Mason; carried.

June 9th – 3” to a 2” page 2 at the AGM minutes change.

Dale Cousin moved adoption of the minutes from the June 7, 2022, June 9, 2022 AGM and Mini Board meetings as provided by Christine Meachem, second by Wayne Mason; carried.

Any business arising: Dawn Bragg commented that SaskWater would like to still have a meeting for Tuesday night. Dawn will compare other utilities of similar size of their allocation from SaskWater.

Christine Meachem presented the financial statements for May and payable reports for June.

Martin Bettker moved adoption of the Financial Reports provided by Christine Meachem, second by Dale Cousin; carried.

[Motion 20 - 2022] Mark Schaffel made a motion to pay outstanding bills, second by Wayne Mason; carried.

Administrator’s Report – no report available for June as of yet.

Benefits Package – Dawn Bragg researched benefits package for the staff.

[Motion 21 - 2022] Rene Labrecque made a motion to accept the Victor Plan with Extended Healthcare, at $500 per practitioner, Second by Martin Bettker; carried.

Graham White joined meeting, 8:17p.m.

Dawn Bragg presented chart showing Truckfill users that are both subscribers to the utility and non-subscribers.

H41/Town joint committee – No meeting to date.

Operator Report – Robert Tutka spoke about Badger Meter training. The course is available for $700 US with multiple employees.

[Motion 22 - 2022] Dale Cousin made a motion that Maintenance Operators and Administrator take the full day course with Badger Meter, second Martin Bettker; carried.

Robert Tutka presented an OH&S responsibilities and recommendation on the creation and implementation of a new safety guideline and program; daily toolbox meetings, recommends the purchase or rental of some safety equipment, recommendations from the RM of Aberdeen office, or OH&S.

[Motion 23 - 2022] Martin Bettker made a motion that we create a safety committee, second by Graham White; carried.

Mark Schaffel to head the safety committee.

Blaine Tomolak made a brief presentation highlighting SaskWater allocation analysis, Infill projects for June, general maintenance, lighting replacements, pump upgrades, and line locates.

HR Meeting, employee review, Blaine and Rob stepped out at 10:00 p.m.

Dawn wage increase 24.85/hr – to 25.85/hr retroactive to May 1, 2022. If called in to cover Christine after August 4th, 2022, then $30/hr.

Blaine 38.72/hr, 4 weeks holiday $6000. – new title of Lead Hand – beginning July 1, 2022.

[Motion 24 - 2022] Rene Labrecque motion for Blaine’s salary to be $80,000 per year and 4 weeks vacation pay, second by Wayne Mason; carried.

[Motion 25 - 2022] Wayne Mason motion for Dawn to receive $25.85/hr; second by Dale Cousin; carried.

Correspondence:

Old Business:

New Business:

Next Board meeting Aug 9, 2022.

Meeting adjourned at 10:24 pm by Rene Labrecque.

Signed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Approved by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Administrator Chairman