**Highway 41 Water Utility**

**Minutes of the Meeting held June 7, 2022**

**In Office Meeting, Aberdeen, SK**

**Attendance:**

Graham White

Blaine Tomolak

Christine Meachem

Dale Cousin

Dawn Bragg

Jeff Lynchuk

Martin Bettker

Rene Labrecque

Robert Tutka

Wayne Mason

Graham White called the meeting to order at 7:07 pm.

Robert Tutka asked to add tabled operations HR ideas from previous meeting to the agenda.

Wayne Mason moved adoption of the amended agenda as presented, second by Graham White; carried.

Any business arising – Graham White asked the Operations team if they purchased equipment needed for Rob Tutka. They have purchased a cell phone, laptop, and GPS; they will order testing equipment and turbidity meter soon.

Martin Bettker moved adoption of the minutes of the May 5, 2022 meeting as provided by Christine Meachem, seconded by Wayne Mason; carried.

Christine Meachem presented the financial statements, Visa reports, and payable reports for April.

[Motion 15 - 2022] Jeff Lynchuk made a motion to pay outstanding bills, second by Graham White; carried.

Rene Labrecque moved adoption of the Financial Reports provided by Christine Meachem, second by Jeff Lynchuk; carried.

Administrator’s Report – Christine Meachem presented written reports for May.

Discussion regarding Dale Cousin water bill – Dawn will send a detailed letter and invoice for $2500.00

to Mr. Cousin.

[Motion 16 - 2022] Rene Labrecque made a motion for Dale Cousin to pay $2500, second Wayne Mason; carried.

Audit update: The audit has taken a considerable amount of time because we have a new auditor who is very thorough and has added more information to the yearly financial statements.

[Motion 17 - 2022] Martin Bettker made a motion to accept Audited Financial Statements, second by Jeff Lynchuk; carried.

Will stop using Zoom, will add either DocuSign or Adobe Acrobat subscription.

Graham White asked Dawn Bragg about the SaskWater agreement with H41 Water Utility. Discussion about agreement and allocation. Dawn Bragg asked Blaine Tomolak if he could do an estimate. Will set up a meeting with Greg Pohler from SaskWater for third week in June with the board.

H41/Town joint committee – No meeting to date.

HR committee (Rene Labrecque, Martin Bettker, Wayne Mason, Graham White) to meet on Monday June 13, 7p.m. Robert Tutka to research Occupational Health and Safety and First Aid courses.

Wayne Mason left meeting 9:05

Operator Report – Robert Tutka spoke about surge protectors at Lanwici station. Robert Tutka showed an enhanced Google Map with flush out and curb stop GPS. Blaine Tomolak gave a written and verbal report. Blaine Tomolak would like to investigate the meter read system and consumption reports thoroughly with the Administrator.

[Motion 18 - 2022] Rene Labrecque made a motion for Christine Meachem to become a notary, second by Jeff Lynchuk; carried.

Correspondence:

Old Business:

New Business:

Next Board meeting June 9, 2022: following the AGM.

Meeting adjourned at 10:10 pm by Graham White.

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

Administrator Chairman