**Attendance:**

Rene Labrecque

Blaine Tomolak

Christine Meachem

Dale Cousin

Mark Schaffel

Martin Bettker

Robert Tutka

Wayne Mason

Rene Labrecque called the meeting to order at: 7:01 pm

**Addition – deletions**:

**Adopt agenda: Wayne Mason** moved adoption of the amended agenda as presented, seconded by **Dale Cousin**; carried.

**Minutes from last meeting:** Dale Cousin moved adoption of the minutes from the August 16, 2022 meeting, Martin Bettker seconded; carried.

**Financial Report as presented by Christine Meachem:**

*Motion [Motion 32 – 2022] Rene Labrecque to accept the financial report as presented by Christine Meachem,* ***Martin Bettker*** *made motion,* ***Dale Cousin*** *seconded, carried.*

*Motion [Motion 33 – 2022] to pay the bills:* ***Dale Cousin*** *made the motion to pay the accounts payables,* ***Mark Schaffel*** *Seconded, carried.*

**Any business arising: none**

**Administrator’s Report:**

Two New truck fill accounts for September. Three subscribers sold their property and new owners have taken possession. Bourgault Industries infill project is complete.

Accounts Receivable reviewed and a third of the outstanding accounts were collected in the first two weeks of October.

Discussion regarding new contract with SaskWater. SaskWater is to charge the utility a minimum purchase per month and two scenarios were presented from Greg Pohler at SaskWater.

**First scenario** – A minimum charge for 6435m3/month. This would result in approximately four months a year having the minimum purchase penalty apply based on historical data from 2017-2021.

**Second scenario** – A 35% increase on the Tower Hill and Bergheim Estates connection points as well as a 10% increase at all other connection points; the minimum purchase requirement would be 6321 m3/month and would result in the minimum purchase penalty applying to approximately three months based on historical data from 2017-2021.

*Motion [Motion 34 – 2022] motion to sign a contract with SaskWater; the minimum purchase requirement would be 6435m3/month.* ***Martin Bettker*** *made the motion,* ***Mark Schaffel*** *Seconded; carried.*

Discussion regarding Truckfill accounts and the growing need for water at the Truckfill stations. Blaine Tomolak and Christine Meachem to put together a pilot project proposal regarding farm storage tanks to relieve the pressure on the truckfill system during the summer months. A cost analysis breakdown of the benefits to farm storage will be proposed to the board.

Board meetings to be on Third Thursday of every month going forward. Next meeting to be on November 17, 2022.

Set a Budget/Strategic board meeting for December 15, 2022.

**H41/Town joint committee** – No meeting to date.

**Operator Report** – Robert Tutka

Rob Tutka made a presentation about the Safety Program that he has been working on for the past 2 months. A table of contents, as well as a workbook template was presented to the board from Rob Tutka. Information from the Heavy Construction Association was used as a template for ideas for the utility’s safety program. Reference material was gathered from Dundurn Water Utility as well. Rob Tutka to produce safety meeting notes to the board at every board meeting. Quarterly board safety meetings were suggested by Rob Tutka.

Rob Tutka discussed the isolation valve repair update and flush out updates.

**Operator Report** – Blaine Tomolak

Blaine Tomolak discussed general maintenance that took place throughout the months of September and October. The Glenmaur truckfill system flow rate increase project is complete. Rate of flow increase was 12%. The pumphouse exterior lighting project is also complete, replacing the existing lights with LED lights. Two new cost estimates were done for potential new water subscribers.

Blaine Tomolak also discussed his ongoing collaborative projects with Rob Tutka, which will continue on into the winter months. Such as: Safety policies, reviewing the Emergency Response Plan, Curbstop/ISO valve repairs, Truckfill cost of operations and flow increase, and meter replacement.

**Correspondence: None**

**Old Business: None**

**New Business:** Wayne Mason suggested Champetre County for this year’s Christmas party. Perhaps December 9th. Christine Meachem to call and reserve a date.

**Next Board meeting:** November 17, 2022.

**HR meeting and employee review – in-camera**

*Motion [Motion 35 – 2022]* ***Mark Schaffel*** *made a motion to approve all three employee job contracts,* ***Martin Bettker*** *Seconded, carried.*

**Meeting adjourned at 10:45pm by Rene Labrecque.**

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

Administrator Chairman