

Highway 41 Water Utility  
Minutes of the Meeting held April 27, 2023  
In Office Meeting, Aberdeen, SK

**Attendance:**

- Rene Labrecque
- Mark Schaffel
- Dale Cousin
- Wayne Mason
- Christine Meachem
- Blaine Tomolak
- Rob Tutka

Rene Labrecque called the meeting to order at: 7:07 pm

**Addition – deletions:** none.

**Adopt agenda:** Rene Labrecque moved adoption of the agenda as presented, seconded by **Wayne Mason**; carried.

**Minutes from last meeting:** Dale Cousin moved adoption of the minutes, **Mark Schaffel** seconded; carried.

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

*Motion [Motion 17 – 2023] Rene Labrecque to accept the financial report as presented by Christine Meachem, Wayne Mason seconded, carried.*

*Motion [Motion 18 – 2023] to pay the bills: Dale Cousin made the motion to pay the accounts payables, Mark Schaffel seconded, carried.*

**Administrator's Report:**

**Board Review – Daily Water Testing Logs and Saskatchewan Research Council (SRC) Testing**

*Motion [Motion 19 – 2023] board read the Daily Water Testing and Saskatchewan Research Council testing log records: Mark Schaffel made the motion, Wayne Mason seconded, carried.*

Minimum purchase of water from SaskWater - The utility has paid more for water than was billed to our subscribers for the first quarter of 2023 by 1214 m3. For the first three months of the year, water sales are lower than mid-year sales, therefore, it should improve. We will know more data once the year progresses.

There has been discussion regarding setting up a reserve account. Saving for Truckfill upgrades and a new Maintenance Operator truck were items listed as purchases to consider in the next couple of years. It is under the direct recommendation by the Local Government Committee of the Saskatchewan Municipal Board 'for the Council to establish a specified utility reserve, which would be funded by an annual utility surplus when possible'. Highway 41 Water Utility water rates were approved on April 20<sup>th</sup>, 2023 by the Local Government Committee.

Bylaw 03-2023 was sent by email and voted on by the board members prior to tonight's meeting as Bylaw 04-2008 and all amendments attached to it are hereby repealed.

*Motion [Motion 20 – 2023] motion to accept Bylaw No 03-2023, to fix the rates to be charged for the use and consumption of water, Mark Schaffel made the motion, Dale Cousin seconded, carried.*

Discussion regarding potential board members as Wayne Mason and Martin Bettkers' terms are finished at the next AGM in June. Therefore, the board will need to vote in two representatives at that time.

Accounts Receivable were discussed. Five accounts were scheduled for disconnection as they were 90 days in arrears. All accounts were brought up to date and no disconnections were necessary.

Set the next board meeting for June 13, 2023, and the AGM for June 15<sup>th</sup>, 2023.

**Maintenance Operator Report: Presented by Rob Tutka**

Progress in our consumption reporting. Rob Tutka has created an excel database to track usage more accurately. Rivers edge has not been reading correctly with SaskWater meters for two months and estimates have been used during this time by SaskWater.

Almost all non-reporting Badger meters have been resolved. As we do not have a handheld reader for Badger endpoints, we are using a hybrid Sensus/Badger set up in order to collect readings that are not reading regularly or not at all through cellular services.

Annual flushing/iso valve exercise programs will begin next week as the weather has improved.

Auto Vu is having some system issues, but Rob Tutka has been in contact with support and recommends the purchase of an older computer system that is compatible with the older software as a backup.

**Operator Report: Presented by Blaine Tomolak**

On farm truck storage, changing flow restrictor at two locations to observe the pressure on the distribution system and pumphouses. There was no noticeable change on delivery pressure. This is a pilot project at this time and the utility will have more information to offer by early winter. The purpose of this project is to relieve the pressure on the truckfill systems.

Safety meetings have taken place once a week at the office with the staff. There have been no incidents to report. Rob Tutka and Mark Schaffel will work on Safety program and present to the board at next board meeting in June.

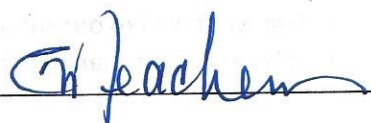
Truckfill system maintenance (relocating Singer flow valves) is complete.

Ministry of Highways representative at Stantec Engineering advises that all of H41WU infrastructure east of Saskatoon on Highway 5 to junction of Old 27 road may be subject to relocation.

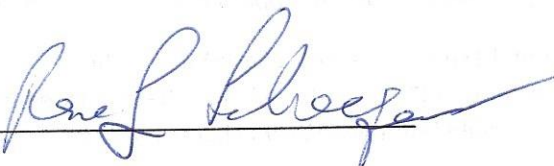
**H41/Town joint committee – No meeting to date.**

**Next Board meeting: June 13<sup>th</sup>, 2023.**

**Meeting adjourned at 10:30 by Rene Labrecque.**

Signed by 

**Christine Meachem**  
Administrator

Approved by 

**Rene Labrecque**  
Chairman