

Highway 41 Water Utility  
Minutes of the Meeting held July 20, 2023  
In Office Meeting, Aberdeen, SK

**Attendance:**

- Rene Labrecque
- Mark Schaffel
- Rochelle Blocka
- Christine Meachem
- Myron Romanchuk
- Rob Tutka
- Graham White

Rene Labrecque called the meeting to order at: 7:03 pm

**Addition – deletions:** none.

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

**Minutes from last meeting:** Changes to minutes: Annual Notice to Customers instead of Annual Drinking Notice on page 2, **Rene Labrecque** moved adoption of the minutes, **Myron Romanchuk** seconded; carried.

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

*Motion [Motion 27 – 20230 **Graham White** made the motion to accept the financial report as presented by Christine Meachem, **Myron Romanchuk** seconded, carried.*

*Motion [Motion 28 – 2023] to pay the bills: **Mark Schaffel** made the motion to pay the accounts payables, **Rochelle Blocka** seconded, carried.*

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

*Motion [Motion 29 – 2023] board read the Daily Water Testing and Saskatchewan Research Council testing log records: **Mark Schaffel** made the motion, **Graham White** seconded, carried.*

**Administrator's Report:**

Review of Accounts Receivable. There are two accounts that require reminders and shut-off notices regularly. Therefore, the board discussed and decided that stricter conditions be applied to these accounts to rectify the situation.

*Motion [Motion 30 – 2023] motion that account #18, and #432 must pay their bills in full by August 25<sup>th</sup>, 2023. Failing to comply, the water will be shut off. Moving forward, these accounts will then be paid by Preauthorized debit only.; **Mark Schaffel** made the motion, **Myron Romanchuk** seconded, carried.*

There are six new truckfill customers (three in June and three in July). There was a large increase in water consumption for the month of June as the month was quite dry.

Ken Kruger and Rene Labrecque met with Connie Jabusch. A \$1000.00 deposit on land surrounding the Bergheim pumphouse was paid. Meridian Survey was hired to survey the one acre required for the extension of the Bergheim pumphouse.

Levelling the land is the next task for the project to move ahead. Blaine Tomolak and Rene Labrecque are researching quotes from contractors for the best price available. Fence posts are being replaced and pumps are ordered and should arrive within two months.

*Motion [Motion 31 – 2023] motion to upgrade pumps at Laniwci and Glenmaur pumphouses to 3" piping and 5 horse pumps; **Rene Labrecque** made the motion, **Dale Cousin** seconded, carried.*

## **Safety update – Mark Schaffel**

Mark would like to meet with Rob Tutka and Christine Meachem at the office in August to discuss other forms needed for the safety program. A safety board/display has been created in the board room this month. The binders for Occupational Health and Safety Regulations and The Saskatchewan Employment Act have been printed and are available to the staff. There have not been any incidents to report.

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

Flush outs have been underway. Flush outs for phase C are almost complete. Subscriber information continues to be updated in our Master List. This will be an ongoing process as our subscriber sheets had a return rate of about 19.5% and information is updated when work is completed in a home. Line locate requests have slowed. There are no houses under construction and the new fibre lines are now in the ground. However, once the lines are installed to homes, there will be multiple line locate requests.

The Rivers Edge water meter is now reporting properly, but Bergheim's meter is now having issues. Rob Tutka spoke with SaskWater on July 13, 2023 as the meter has not read since July 9, 2023.

## **Maintenance Operator Report: Presented by paper copy.**

Intervalley Meet and Greet was held in Martensville which gave an opportunity for discussion with Greg Pohler at Saskwater regarding allocation and future growth. Many rural pipelines are not able to increase their customer base because of the current allocated agreements. Back flow prevention was discussed with Jules Chenard from Technical Safety Authority of Saskatchewan – the air gap in the storage tank is the best level of protection. Any other device is secondary. However, because the double check valve is in place it does require annual inspection by the owner of the unit. If the annual inspection is not done, any liability of risk (illness) can be placed upon the owner of the double check valve. Conclusion: All new installs will be done with dual check valves instead of double check valves to eliminate the need for annual inspection.

A new infill project is scheduled for the last week of July. Two new infill projects are scheduled for September/October.

Two new construction estimates were completed for properties on Edenburg road, with possible spring construction.

Two service connections will be completed in lots at Bergheim Estates and Valley View.

Bryden Construction is setting up along Highway 5 to begin work east of existing ST Denis access.

Parts list and cost estimates are being created to increase flow of load out at truck fill stations Laniwci and Glenmaur.

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

Set the next board meeting on August 16<sup>th</sup>, 2023.

**Meeting adjourned at 9:45 by Rene Labrecque.**

Signed by



**Christine Meachem**  
Administrator

Approved by



**Rene Labrecque**  
Chairman