

Highway 41 Water Utility
Minutes of the Meeting held January 25, 2023
In Office Meeting, Aberdeen, SK

Attendance:

- Rene Labrecque
- Rochelle Blocka
- Dale Cousin
- Christine Meachem
- Myron Romanchuk
- Blaine Tomolak
- Graham White

Rene Labrecque called the meeting to order at: 7:08 pm

Addition – deletions: none.

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

Minutes from last meeting: Changes to minutes: none, **Rochelle Blocka** moved adoption of the minutes, **Graham White** seconded; carried.

Financial Report as presented by Christine Meachem:

*Motion [Motion 1 – 2024] **Graham White** made the motion to transfer the balance of the sustainability and curbstops accounts into an interest earnings savings account, **Dale Cousin** seconded, carried.*

*Motion [Motion 2 – 2024] **Myron Romanchuk** made the motion to accept the financial report as presented by Christine Meachem, **Rene Labrecque** seconded, carried.*

*Motion [Motion 3 – 2024] to pay the bills: **Dale Cousin** made the motion to pay the accounts payables, **Graham White** seconded, carried.*

Administrator's Report as presented by Christine Meachem

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

*Motion [Motion 4 – 2024] board read the Daily Water Testing and Saskatchewan Research Council testing log records: **Dale Cousin** made the motion, **Rene Labrecque** seconded, carried.*

Review of Accounts Receivable. Collections are going well as more accounts remain current. All curbstops that are in arrears have been sent to tax roll.

The city of Saskatoon announced their water increase will be 4.9% for 2024 and their levy charge for new hookups will be rising from \$2,076.00 to \$2,909.70 as of January 1st, 2024. Any changes for 2025 will be announced later this year.

Year-end is nearly complete and the auditor has been contacted. A meeting with the auditor will be scheduled soon.

Bergheim Truckfill Expansion Update – presented by Rene Labrecque

Rene Labrecque presented a Bergheim Pumphouse upgrade expense sheet. June 2023 Rene Labrecque and Blaine Tomolak met with Connie Jabusch for proposed land purchase. In July the land was purchased and levelled to prepare for landscaping. In October a base template was cut, rebar was welded for a concrete pile, and safety posts were cut to length and installed. Gravel was delivered and levelled, and concrete was poured for the Stanchion arm, which was installed in November.

Blaine Tomolak is pricing and ordering parts for the work to be done inside the pumphouse in January 2024.

Budget Planning – Presented by Christine Meachem

Christine Meachem presented a proposed budget for 2024. A meeting was held with the budget committee December 13th, 2023. Such things discussed were budgeting for a contingency fund, upgrades to the Truckfill systems, line reactors to help with power surges at the pumphouses, pumphouse bypass lines, and inventory to have on hand for future repairs.

Discussion regarding Truck Purchase – Presented by Rene Labrecque

Rene Labrecque has been doing research on purchasing a new or used truck to replace the Dodge truck. The Dodge truck is failing mechanically and needs to be replaced. Rob Tutka will take the Dodge truck to have it appraised by the end of January, next week. Discussion regarding types and costs comparisons of trucks. Rene Labrecque will do some more research; the board will decide which truck to purchase very soon as the trucks are not available to purchase for long.

10:10 In-Camera session.

Safety Update: Written by Rob Tutka

SiteDoc’s implementation is going well. Information regarding how to organize a large volume of site locations has been requested from SiteDocs. Rob Tutka had a meeting with the WCB and they would like to meet with the management team to provide an overview of WorkSafe SK, industry safety standards, and safety services that WorkSafe SK can provide.

Maintenance Operator Report: Presented by Blaine Tomolak

There are three potential current project locations: a new house in Strawberry Hills, a house along Ike Thiessen Road, and potentially two homes along Edenburg Road. Mapping updates are needed to stay current with pipeline construction.

The Water Security Agency annual audit is scheduled for February 6th, 2024. A review of documentation, water testing equipment, quality control practices, and sample collection are main areas of focus.

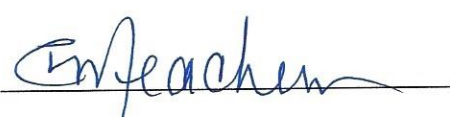
There were a few service call requests as the weather fluctuated from warm to very cold in January. Planning for the pumphouse upgrade projects is underway. Sourcing of equipment and supplies, scheduling and meetings with contractors, and safety training are all considered to complete the upgrades.

H41/Town joint committee – Christine Meachem will call the town to make meeting arrangements.

Set the next board meeting on February 15, 2024.

Set Employee reviews for February 7, 2024.

Meeting adjourned at 11:02 by Rene Labrecque.

Signed by 

Christine Meachem
Administrator

Approved by 

Rene Labrecque
Chairman