

**Highway 41 Water Utility (H41WU)**  
**Minutes of the Meeting held October 17, 2024**  
**In Office Meeting, Aberdeen, SK**

**Attendance:**

- |                   |                     |                  |
|-------------------|---------------------|------------------|
| • Rene Labrecque  | • Christine Meachem | • Mark Schaffel  |
| • Rochelle Blocka | • Myron Romanchuk   | • Dave Tamney    |
| • Dale Cousin     |                     | • Blaine Tomolak |

Rene Labrecque called the meeting to order at: 7:04 p.m.

**Addition – deletions:** none.

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

**Minutes from last meeting:** Changes to minutes: correct Mark Schaffel's and Marty Colwell's names, **Myron Romanchuk** moved adoption of the minutes, **Mark Schaffel** seconded; carried.

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

*Motion [Motion 29 – 2024] Dale Cousin made the motion to accept the financial report as presented by Christine Meachem, Rene Labrecque seconded, carried.*

*Motion [Motion 30 – 2024] to pay the bills: Mark Schaffel made the motion to pay the accounts payables, Myron Romanchuk seconded, carried.*

**Administrator's Report as presented by Christine Meachem**

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

*Motion [Motion 31 – 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.**

Overdue notices have been sent and collections are going well.

Christine Meachem asked the Board to think about what items should be considered for the 2025 Budget planning. The budget will be discussed at the Board meeting in November. Christine Meachem and Blaine Tomolak will be making several purchases over the next couple of months to ensure adequate stock is available and money is spent wisely for the 2024 year.

Victor insurance will be increasing their rates for 2025 for employee health benefits; therefore, the insurance broker is assessing other company rates in order for H41WU to change insurance providers. However, since there is only two people at H41WU utilizing the health benefits, the list of companies available is very small. The provider will be changed by year end.

A GIC matured in September and was invested in the H41WU high interest savings account. This will ensure that money is available to pay for the work being done on the Highway 5 Infrastructure re-allocation this fall.

The Town of Aberdeen has reviewed the licence agreement that was proposed by H41WU at the Council meeting on October 15, 2024. The Council has not requested any changes to the document. The document has passed review by the Town of Aberdeen's lawyer and should be signed by the end of next week.

Christine Meachem will book the Christmas Party for the first week in December at Champetre County.

**Maintenance Operator Report: Presented by Blaine Tomolak**

There is a slow drip leak at the Bergheim Pumphouse in the main distribution manifold that must be replaced. Next week Blaine Tomolak will set up a bypass to the two outgoing lines. The repair contractor was contacted at the beginning of October, and they have parts on order.

The truckfill outside storage tanks are being emptied for fall shutdown.

**Highway 5 Relocation Project**

Blaine Tomolak was in discussions with Krystin Lemmerick from the Ministry of Highways in September. A contract was signed between H41WU and the Ministry of Highways (MOH) on September 6, 2024. Details are as follows: Total cost of the distribution pipeline project is estimated at \$366,280.08. MOH agrees to reimburse H41WU 50% of spend on actual cost of utility distribution relocation projects up to a maximum value of \$200,000. Any cost increases above the maximum value will be communicated and signed off by MOH in order to be reimbursed.

H41WU has contracted Tall Trenching and they will be completing Phase 1 of their work by the end of October.

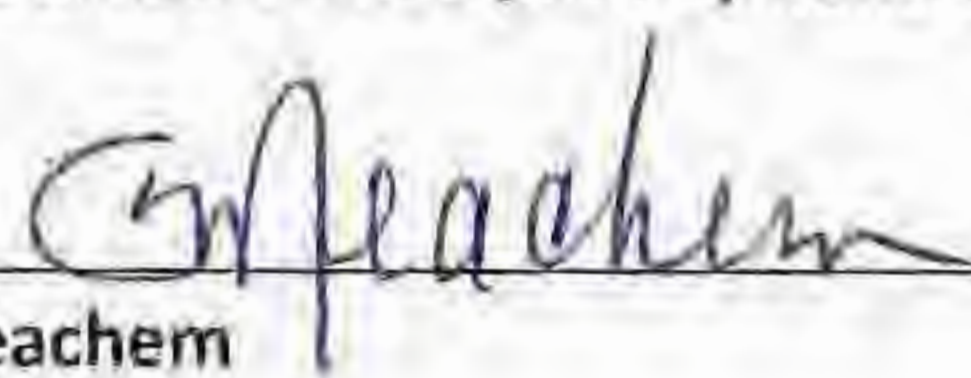
Spring 2025 there will be 8 points of connection. Therefore, there will be multiple Drinking Water Advisories over the winter and into spring as there will be multiple service disruptions. Christine Meachem will investigate the subscriber contact lists this winter to ensure all subscribers are contacted when the connections are relocated.

**Safety Update: by Christine Meachem**

There have been no safety issues to report.

**Next Board meeting is scheduled for November 21, 2024.**

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

Signed by   
Christine Meachem  
Administrator

Approved by   
Rene Labrecque  
Chairman