

Highway 41 Water Utility (H41WU)
Minutes of the Meeting held February 27, 2025
In Office Meeting, Aberdeen, SK

Attendance:

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

Rene Labrecque called the meeting to order at: 7:03 p.m.

Adopt agenda: Dale Cousin moved adoption of the agenda after adding an in-camera session at end of meeting for employee compensation, seconded by **Dave Tamney**; carried.

Minutes from last meeting: Changes to minutes: none, **Dale Cousin** moved adoption of the minutes, **Mark Schaffel** seconded; carried.

Financial Report as presented by Christine Meachem:

*Motion [Motion 5 – 2025] **Myron Romanchuk** made the motion to accept the financial report as presented by Christine Meachem, **Rene Labrecque** seconded, carried.*

*Motion [Motion 6 – 2025] to pay the bills: **Dave Tamney** made the motion to pay the accounts payables, **Dale Cousin** seconded, carried.*

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

*Motion [Motion 7 – 2025] board read the Daily Water Testing and Saskatchewan Research Council testing log records: **Rene Labrecque** made the motion, **Rochelle Blocka** seconded, carried.*

Review of Accounts Receivable.

Overdue notices have been sent and collections are going well. Will ask the Auditor about accounts that are in arrears, and if a new account could be created to track accounts sent to the Credit Bureau.

Administrator's Report as presented by Christine Meachem

Christine Meachem reviewed the Highway 41 Water Utility website and added the minutes from 2024 as downloadable pdfs. The hyperlinks were checked and are functioning properly. Blaine Tomolak reviewed the list of suggested contractors on the website and provided Christine Meachem with an updated list.

The annual Drinking Water Quality and Compliance Notice for 2024 has been completed by Christine Meachem and reviewed by Lee Reinhart at the Water Security Agency. The document will be mailed or emailed to the subscribers with their February utility notices.

Rene Labrecque and Christine Meachem met the first week of February to review the budget for 2025 and discuss areas of concern. The Truckfill controls upgrades were included with this year's budget.

Christine Meachem and Rene Labrecque presented the 2025 proposed budget.

*Motion [Motion 8 – 2025] motion to accept the 2025 Budget as presented by Christine Meachem and Rene Labrecque, **Mark Schaffel** made the motion, **Dale Cousin** seconded, carried.*

A meeting has been scheduled between the Auditors from Jensen Stromberg and Christine Meachem for March 13, 2025. The auditors will visit the office in Aberdeen to commence the audit of H41WU financials.

Christine Meachem has applied for a summer student grant but will not know if it will be rewarded to H41WU until April 2025. Resumes received will be reviewed by Christine Meachem and interviewing post-secondary students will commence closer to the date of grant acceptance.

Maintenance Operator Report: Presented by Blaine Tomolak

Blaine Tomolak has been working with SaskWater on the Highway 5 pipeline relocation project plans. Sal Engineering has been commissioned to create a design report for the Water Security Agency to review and issue a permit to alter the distribution system that will service Bettker Road and Strawberry Hills. This work by H41WU could potentially begin by mid April. SaskWater relocation work is expected to be done by April, allowing H41WU to construct nine new tie-in locations to the distribution system.

The Water Security Agency (WSA) annual inspection was done February 26th, 2025 with Lee Reinhart from the WSA. The inspection went well.

There have been five new potential infill construction project cost estimates sent by Blaine Tomolak. There have been no build confirmations to date.

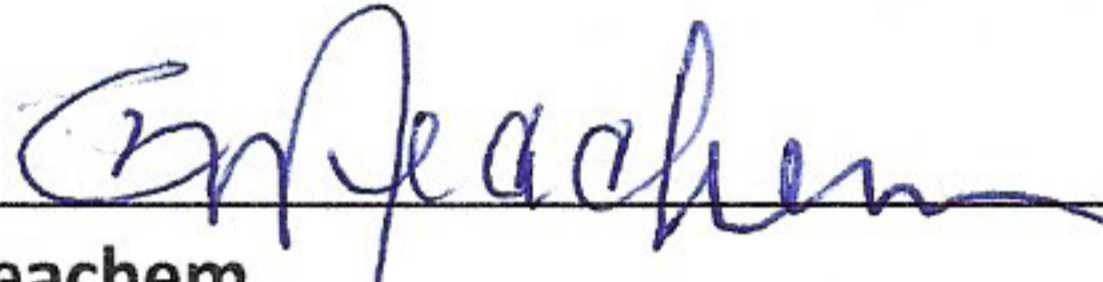
Safety Update: by Mark Schaffel


There have been no safety issues to report. Muster point sign to go up as soon as the snow recedes away from the trees in the back of the building.

Next Board meeting is scheduled for, March 27, 2025.

In-Camera session to discuss and approve employee compensation with HR Committee – at 9:15.

Meeting adjourned at 10:05 p.m. by Rene Labrecque, seconded by Dale Cousin.

Signed by 
Christine Meachem
Administrator

Approved by 
Rene Labrecque
Chairman