

Highway 41 Water Utility (H41WU)
Minutes of the Meeting held Aug 28, 2025
In Office Meeting, Aberdeen, SK

Attendance:

- Mark Schaffel
- Dale Cousin
- Christine Meachem
- Myron Romanchuk
- Dave Tamney
- Blaine Tomolak

Mark Schaffel called the meeting to order at: 7:21 p.m.

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

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

Financial Report as presented by Christine Meachem:

*Motion [Motion 21 – 2025] **Dave Tamney** made the motion to accept the financial report as presented by Christine Meachem, **Dale Cousin** seconded, carried.*

*Motion [Motion 22 – 2025] to pay the bills: **Dave Tamney** 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 23 – 2025] board read the Daily Water Testing and Saskatchewan Research Council testing log records: **Dale Cousin** made the motion, **Myron Romanchuk** seconded, carried.*

Christine Meachem remarked that the AGM in June went well and welcomed Mark Schaffel as the Board's new Chairperson.

Christine Meachem participated in a training session with Munisoft on June 8 and 9th as they have upgraded their general ledger platform. There were some challenges with the upgrade, but the Munisoft staff were helpful with the upgrade and training.

There was a request from the owner of Account #432 0010 to install a curbstop to his adjoining lot. He stated that H41WU had not installed a curbstop to his adjoining lot 13 years ago when the estates were under construction. Therefore, he stated that H41WU had not fulfilled the agreement made between himself and H41WU in 2012, as each lot was to receive a curbstop and one had been missed. Christine Meachem has been researching the files of the development and will consult H41WU's lawyer regarding statute of limitations and signed historical contracts. She will report the outcome of this research at the meeting in September.

Dale Cousin presented work that he has done on transitioning the Truckfill computer systems to newer and efficient technology, as the current system is outdated and can be costly to repair. He will present project costs at a later date.

There was a request from a small water utility (7 or 8 members) along Highway 5 to join H41WU. Christine Meachem asked the utility to provide a contract proposal, map, and most recent financial statements. Christine Meachem recommended that she and the Board consult with previous Board members who had participated in acquiring the Manhattan Group utility to better understand the process.

Review of Accounts Receivable.

Overdue notices have been sent and collections are going well. Account #29 0010 has fallen behind; however, they will pay the balance at the end of month. They had been purchased by another company, and the accounts payables department has not completed its transition to the new company, delaying payment.

Maintenance Operator Report: Presented by Blaine Tomolak

TransGas is constructing a pipeline twinning project from Patience Lake Mine site to the Prud'homme storage caverns. They will be crossing 9 sections of H41WU water pipeline infrastructure, therefore, there have been multiple line locates, meetings, and on-site monitoring by Blaine Tomolak. The project will continue into fall.

The Ministry of Highways (MOH) completed work at the St. Denis entryway at Highway 5 on August 13th. H41WU had to relocate a water line at this location with an approximate cost of \$20,000. MOH has agreed to a 50% cost share of the relocation.

Four summer infill projects are complete with 2 built along Edenburg Road and 2 built along Drews Road. There are possibly two more infill projects scheduled for fall.

There was a blown transformer near the Glenmaur Truckfill which required repairs to the load out pump starter contactor inside the building. Christine Meachem to investigate if SaskPower will compensate for the repair.

Blaine Tomolak received a cost estimate to install heat tape for cold weather outdoor water storage at the Glenmaur Truckfill.

*Motion [Motion 24 – 2025] to install heat tape and insulation at Glenmaur Truckfill station to protect cold weather outside storage at a cost of \$4,000: **Dave Tamney** made the motion, **Mark Schaffel** seconded, carried.*

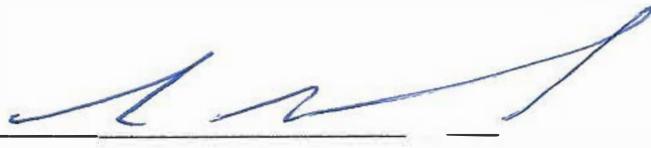
Safety Update: by Mark Schaffel

There have been no safety issues to report. Christine Meachem and Blaine Tomolak are booked for First Aid Training September 10th.

Next Board meeting is scheduled for, Sept 25, 2025. Due to length of meeting, the in-camera will be postponed for the meeting in September.

Meeting adjourned at 10:15 p.m. by Mark Schaffel.

Signed by 
Christine Meachem
Administrator

Approved by 
Mark Schaffel
Chairman