

Highway 41 Water Utility (H41WU)  
Minutes of the Meeting held June 18, 2025  
In Office Meeting, Aberdeen, SK

**Attendance:**

- Rene Labrecque
- Rochelle Blocka
- Dale Cousin
- Christine Meachem
- Myron Romanchuk
- Mark Schaffel
- Dave Tamney

Rene Labrecque called the meeting to order at: 7:05 p.m.

**Adopt agenda:** Myron Romanchuk moved adoption of the agenda as presented, with addition of new Board member replacement discussion under New Business, seconded by Dave Tamney; carried.

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

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

*Motion [Motion 17 – 2025] Mark Schaffel made the motion to accept the financial report as presented by Christine Meachem, Rene Labrecque seconded, carried.*

*Motion [Motion 18 – 2025] to pay the bills: Rochelle Blocka made the motion to pay the accounts payables, Dale Cousin seconded, carried.*

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

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

*Motion [Motion 19 – 2025] board read the Daily Water Testing and Saskatchewan Research Council testing log records: Rochelle Blocka made the motion, Myron Romanchuk seconded, carried.*

**Review of Accounts Receivable.**

Overdue notices have been sent and collections are going well. There is a significantly higher dollar amount over 90 days, however, I have spoken with Acct#29 and they are transitioning to a new company and accounts payable department. Their account will be paid before the end of June.

Christine Meachem presented the draft 2024 audited financial statements to the Board.

*Motion [Motion 20 – 2025] board reviewed the draft audited 2024 financial statements. Motion to accept the draft audit: Dave Tamney made the motion, Rene Labrecque seconded, carried.*

The Highway 5 Project is nearly complete and there were many expenses incurred during the month of May. Christine Meachem has sent the invoice to the Ministry of Highways for 50% reimbursement of these expenses. There should be one more remittance made to the Ministry of Highways later this year.

A new security system will be installed at the office on June 26<sup>th</sup>, therefore, Christine Meachem has applied for a discount on insurance for the office building and its contents. Computer backups are now downloaded daily to an external drive and uploaded offsite securely to Radish Networks. This system will ensure complete backups are saved.

Munisoft has updated their software to a new General Ledger platform, therefore, Christine Meachem will participate in a full day of changeover and mandatory training in July.

Christine Meachem sent a letter to the Truckfill users requesting any account updates, such as contact information and or inactivity. If it is found that the account is inactive, then it may be used for another customer, and more licenses do not need to be purchased. There have been 23 new Truckfill accounts for the year so far. There have been a couple of complaints from customers regarding Laniwci Truckfill potholes. The RM of Aberdeen will gravel and grade the yard site and consider long term solutions to prevent such large holes from forming so quickly.

On June 4<sup>th</sup>, Greg Pohler, from SaskWater, presented their financial position and operations for 2024 to Rene Labrecque, Mark Schaffel, Blaine Tomolak, Kevin Moulds, and Christine Meachem. Marty Colwell, an engineer from SaskWater, gave an update on the Highway 5 Project. There are 4 new point of deliveries which will be read each month and be reflected in a new contract/billing with SaskWater. The TowerHill pumphouse is now decommissioned.

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

All relocate work on the Highway 5 project is complete and operating. The main distribution line along Highway 5 is now fed from a SaskWater metered manhole at the NE corner of highways 316 and 5.

There may be another Ministry of Highways (MOH) and H41WU project at the town of St. Denis as they reshape the south entrance into town, therefore, the water line will need to be lowered. MOH has agreed to pay for 50% of the estimated \$20,000 project cost.

The TransGas main distribution pipeline project involves twinning the line from Patience Lake Potash Mine to the Prud'homme storage caverns, which involves 9 water utility crossings. Blaine Tomolak is currently working with Canadian Plains Energy services with water line locates.

The 2022 Chev Silverado is at Saskatoon Motor Products with transmission shifting issues. GM Canada has agreed to provide a vehicle until the truck is repaired.

**Safety Update: by Mark Schaffel**

There have been no safety issues to report.

**Next Board meeting is scheduled for, Aug 21, 2025.**

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

Signed by   
**Christine Meachem**  
Administrator

Approved by   
**Rene Labrecque**  
Chairman