

Highway 41 Water Utility (H41WU)
Minutes of the Meeting held May 1, 2025
In Office Meeting, Aberdeen, SK

Attendance:

- Rene Labrecque
- Rochelle Blocka
- Dale Cousin
- Christine Meachem
- Myron Romanchuk
- Mark Schaffel
- Blaine Tomolak

Rene Labrecque called the meeting to order at: 7:00 p.m.

Adopt agenda: **Mark Schaffel** 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, **Myron Romanchuk** seconded; carried.

Financial Report as presented by Christine Meachem:

*Motion [Motion 12 – 2025] **Dale Cousin** made the motion to accept the financial report as presented by Christine Meachem, **Rene Labrecque** seconded, carried.*

*Motion [Motion 13 – 2025] to pay the bills: **Mark Schaffel** made the motion to pay the accounts payables, **Dave Tamney** seconded, carried.*

Administrator's Report as presented by Christine Meachem

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

*Motion [Motion 14 – 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.

The Board made a motion to increase the new customer PIN fee for the Truckfill stations from \$20.00 to \$25.00.

*Motion [Motion 15 – 2025] motion to increase the Truckfill starter PIN fee to \$25.00: **Myron Romanchuk** made the motion, **Rene Labrecque** seconded, carried.*

Christine Meachem has reached out to Securtek for a quote on a security system for the office building. The subcontractor will visit the office and provide a quote to be presented at the next Board meeting. H41WU insurance broker has confirmed that a security system installed by a certified security provider, will lower building insurance premiums.

The 2024 Audit is going well and should be completed soon. There were only a few questions and no errors to report. The draft audit will be presented at the next Board meeting prior to the AGM.

Greg Pohler, from SaskWater was unavailable on April 16th for his yearly customer engagement meeting with H41WU. Therefore, Christine Meachem will work with Mr. Pohler to make a meeting arrangement in June. Mr. Pohler would like to arrange a SaskWater engineer to also attend and present a summary of the Highway 5 East pipeline realignment project. Christine Meachem, Mark Schaffel, Rene Labrecque, and Blaine Tomolak to attend the meeting.

Canada Summer Jobs grants have not contacted H41WU regarding summer student funding, therefore, Christine Meachem has not interviewed any summer students as of May 1st. Date of confirmation of funding is unknown.

There have been nine new Truckfill accounts set-up since early Spring. Christine Meachem suggested sending out a letter to Truckfill users who have not used the system for three or more years. Therefore, access codes may then be re-used with new PIN numbers. Auditing the Truckfill accounts will also eliminate users that no longer live in the area and correct any address or phone number changes.

*Motion [Motion 16 – 2025] motion to audit stale Truckfill accounts. Stale being defined as non-use for three years: **Rene Labrecque** made the motion, **Dale Cousin** seconded, carried.*

Maintenance Operator Report: Presented by Blaine Tomolak

Blaine Tomolak has been working with SaskWater on the Highway 5 relocation project and H41WU line relocation work is nearly complete. The Bettker Road and 316 Road manhole tie-ins are expected to be complete by May 15th and should be the final step for the project.

Laniwci and Glenmaur Truckfill stations are operational. The Bergheim Truckfill is experiencing troubles with instrumentation and is currently being worked on.

There were 34 line locate tickets in April due to spring construction.

There are five potential new infill construction projects for summer 2025. Blaine Tomolak has provided cost estimates to potential subscribers and is waiting for project commitments in order to schedule the infill work.

Three Sensus meters have been changed to new Badger meters as they are aging and becoming less reliable on consumption data.

Safety Update: by Mark Schaffel

There have been no safety issues to report.

Next Board meeting is scheduled for, June 18th, 2025.

Rene Labrecque will be stepping down as a Board member and Chairperson at the Annual General Meeting and has been exploring a replacement from the RM of Grant.

AGM Meeting scheduled for, June 19th, 2025.

Meeting adjourned at 9:02 p.m. by Rene Labrecque.

Signed by 
Christine Meachem
Administrator

Approved by 
Rene Labrecque
Chairman

