



# Alberta Capital Region Wastewater Commission

## Meeting Minutes

Organization Meeting  
Friday November 01<sup>st</sup>, 2018 09:00 a.m.  
ACRWC WWTP Boardroom

### Members Present:

Darren McCann	Town of Gibbons
Harold Pawlechko	Town of Stony Plain
Dave Anderson	Strathcona County
Lynn Bidney	Town of Bon Accord
Gordon Harris	City of Fort Saskatchewan
Steven vanNieuwkerk	City of Beaumont
Stuart Houston	City of Spruce Grove
Bill Hamilton	City of Leduc
Ken Mackay	City of St. Albert
Nicole Boutestein	Town of Morinville

### Members Absent:

Wayne Bokenfohr	Sturgeon County
Rick Smith	Leduc County
Darrell Hollands	Parkland County

### Commission Staff & Others

Mike Darbyshire	General Manager
Paul Krueger	Corporate Services Manager
Wade Teveniuk	Regulatory Services Manager
Jerry Yang	Engineering Manager
Dwayne Cikaluk	Operations Manager
Colleen Moody	Board Assistant
Ian McCormack	Strategic Steps Inc.

### Call to Order:

Chairman McCann called the meeting to order at 09:00 a.m.

### Adoption of Agenda

CM54-19

MOVED BY Harold Pawlechko that the agenda as distributed be adopted.

CARRIED

### Board Appointments

CM55-19

MOVED BY Dave Anderson that the appointments to the Board be received for information.

CARRIED

### **Election of Chairman**

G.M. Mike Darbyshire called for nominations for the position of Chair of the ACRWC Board.

Dave Anderson nominated Darren McCann for Chair.

Mike Darbyshire called three times for further nominations.

CM56-19

MOVED BY Bill Hamilton that nominations for Chair cease.

CARRIED

Darren McCann was acclaimed as Chair of the ACRWC Board.

### **Election of Vice-Chairman**

Chairman McCann called for nominations for the position of Vice-Chair of the ACRWC Board.

Nicole Boutestein nominated Dave Anderson for Vice-Chair.

Ken Mackay nominated Wayne Bokenfohr for Vice-Chair.

Chairman McCann called three times for further nominations.

CM57-19

MOVED BY Harold Pawlechko that nominations for Vice-Chair cease.

CARRIED

Ballots were distributed, and Paul Krueger and Colleen Moody were appointed as scrutineers of the ballots.

Dave Anderson was elected as Vice-Chair.

CM58-19

MOVED BY Gordon Harris that the ballots from the election for the Vice-Chair's position be destroyed.

CARRIED

### **Board Committees**

CM59-19

MOVED BY Bill Hamilton that the membership in the following Committees be put in place as presented.

#### **General Manager Performance Monitoring Committee**

Rick Smith

Gordon Harris

Ken Mackay

Stuart Houston

**Board Workshop Committee**

Harold Pawlechko  
Lynn Bidney  
Nicole Boutestein  
Dave Anderson

**Communication and Advocacy Committee**

Harold Pawlechko  
Wayne Bokenfohr  
Bill Hamilton  
Steven vanNieuwkerk

**Succession Planning Committee**

Dave Anderson  
Gordon Harris  
Rick Smith  
Ken MacKay

**Board Dates**

CM60-19

MOVED BY Lynn Bidney that the following Board dates as amended be approved:

December 6, 2019	Board Meeting
January 17, 2020	Board Meeting
February 21, 2020	Board Meeting
March 20, 2020	Board Meeting
May 15, 2020	Board Meeting
June 19, 2020	Board Meeting
September 18, 2020	Board Meeting
October 16, 2020	Board Meeting
November 20, 2020	Organization Meeting

CARRIED

Directors will be notified by email at least one week ahead of time for any cancellation or change of meeting dates. Changes will also be posted on the ACRWC web site 24 hours in advance.

**Adoption of 2019 10 18 Meeting Minutes**

CM61-19

MOVED BY Nicole Boutestein that the minutes of the October 18<sup>th</sup>, 2019 meeting as presented be adopted.

CARRIED

**Board Committees**

CM62-19

MOVED BY Gordon Harris That the GM Succession Planning Committee Report be received as information.

CARRIED

**Board Policy Review**

CM63-19

MOVED BY Nicole Boutestein That the amended Remuneration and Expense Policy be approved.  
CARRIED

**Governance Refresher**

CM64-19

MOVED BY Dave Anderson That the Governance Refresher Report be received as information.  
CARRIED

**Communications Report**

CM-65-19

MOVED BY Harold Pawlechko That the Communications Report be received for information.  
CARRIED

**Calendar of Events**

**Adjourn**

Chairman Darren McCann adjourned the meeting 10:56 a.m.

These minutes approved this 6<sup>th</sup> day of DECEMBER, 2019



ACRWC Board Chairman



General Manager

Recorder:

Colleen Moody  
Board Assistant