



# Alberta Capital Region Wastewater Commission

## Meeting Minutes

Board Meeting

Friday September 18th, 2020 10:00 am

Fort Saskatchewan Dow Centennial Center – Lions Mane Room

### Members Present:

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

### Members Absent:

Darrell Hollands	Parkland County
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### Commission Staff & Others

Mike Darbyshire	General Manager
Paul Krueger	Corporate Services Manager
Jerry Yang	Engineering Manager
Wade Teveniuk	Regulatory Services Manager
Colleen Moody	Board Assistant

### Call to Order:

Chair McCann called the meeting to order at 10:04 a.m.

### Adoption of Agenda

CM56-20

MOVED BY Harold Pawlechko THAT the Agenda as distributed be adopted.

CARRIED

### Adoption of June 2020 Meeting Minutes

CM57-20

MOVED BY Wayne Bokenfohr THAT the minutes of the June 19<sup>th</sup>, 2020 Board Meeting be adopted.

CARRIED

Stuart Houston joined the meeting at 10:07 am

**Board Committees:**

**General Manager Performance:**

CM58-20

MOVED BY Dave Anderson THAT the Board move to closed session to discuss the General Manager Performance Appraisal.

CARRIED

CM59-20

MOVED BY Rick Smith THAT the Board return to open meeting.

CARRIED

CM60-20

MOVED BY Bill Hamilton THAT the Board accept the recommendations of the General Manager Performance Committee regarding the General Managers compensation for 2021 as discussed in closed session.

CARRIED

**Administrative Reports**

CM61-20

MOVED Lynn Bidney THAT the Administrative Reports be received for information.

CARRIED

**Asset Condition Report**

CM62-20

MOVED BY Nicole Boutestein THAT the Asset Condition Report be received as information.

CARRIED

**Governance Roles and Responsibilities Matrix**

CM63-20

MOVED BY Rick Smith THAT the Roles and Responsibilities Matrix update be received for information.

CARRIED

**Board Policy Review**

**Debt Management Policy**

CM64-20

MOVED BY Gordon Harris THAT the Debt Management Policy Report be received as information.

CARRIED

**Operating Reserve Fund & Capital Reserve Fund Policy**

CM65-20

MOVED BY Steven vanNieuwkerk THAT the Board adopt the proposed Operating and Capital Reserve Policy.

CARRIED

**Communications**

CM66-20

MOVED BY Bill Hamilton THAT the Communications report as presented be received as information.

CARRIED

- a. Correspondence
- b. Reporting In
- c. Reporting Out
- d. Conference Attendance

**Adjourn**

Chair McCann adjourned the meeting 11:32 a.m.

These minutes approved this 20<sup>th</sup> day of November, 2020



ACRWC Board Chairman



General Manager

Recorder:  
Colleen Moody  
Board Assistant