



**Alberta Capital Region  
Wastewater Commission**

**Meeting Minutes**

Board Organizational Meeting

Friday November 20th, 2020 09:00 am

Fort Saskatchewan Dow Centennial Center – Lions Banquet Hall

**Members Present:**

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

**Members Absent:**

Bill Hamilton	City of Leduc
Darrell Hollands	Parkland County
Brian Kelly	City of Fort Saskatchewan

**Commission Staff & Others**

Mike Darbyshire	General Manager
Paul Krueger	Corporate Services Manager
Colleen Moody	Board Assistant

**Call to Order:**

Chair McCann called the meeting to order at 9:01 a.m.

**Adoption of Agenda**

CM67-20

MOVED BY Dave Anderson THAT the agenda as distributed be adopted.

CARRIED

**Board Appointments**

CM68-20

MOVED BY Harold Pawlechko THAT the appointments to the Board be received for information.

CARRIED

**Election of Chair**

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

Harold Pawlechko nominated Darren McCann for Chair.

Mike Darbyshire called three times for further nominations.

CM69-20

MOVED BY Rick Smith that the nominations for Chair cease.

CARRIED

Darren McCann was acclaimed as Chair of the ACRWC Board.

**Election of Vice-Chair**

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

Nicole Boutestein nominated Dave Anderson for Vice-Chair

Chair McCann called three times for further nominations.

CM70-20

MOVED BY Wayne Bokenfohr that the nominations for Vice-Chair cease.

CARRIED

Vice-Chair Anderson was acclaimed as Vice-Chair of the ACRWC Board.

**ACRWC Committees**

CM71-20

MOVED BY Stuart Houston That the membership in the following Committees be put in place.

**General Manager Performance Monitoring Committee**

Ken Mackay

Rick Smith

Stuart Houston

Dave Anderson

**Board Workshop Committee**

Harold Pawlechko

Lynn Bidney

Nicole Boutestein

Dave Anderson

**Communication and Advocacy Committee**

Harold Pawlechko

Steve vanNieuwkerk

Wayne Bokenfohr

Bill Hamilton

**Leadership Transition Committee**

Ken Mackay

Nicole Boutestein

Wayne Bokenfohr

CARRIED

**Board Dates**

CM72-20

MOVED BY Steve vanNieuwkerk THAT the following Board dates as amended be approved.

December 11, 2020

January 15, 2021

February 19, 2021

March 19, 2021

April 16, 2021

May 21, 2021

June 18, 2021

July 16<sup>th</sup>, 2021

August 20<sup>th</sup>, 2021

September 17, 2021

November 26, 2021 (Organization Meeting).

CARRIED

Director's 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 website 24 hours in advance.

**Board/General Manager Covenant**

CM73-20

MOVED BY Wayne Bokenfohr THAT the Board/GM Covenant be received as information.

CARRIED

**Adoption of 2020 09 18 Meeting Minutes**

CM74-20

MOVED BY Ken Mackay THAT the minutes of the September 18<sup>th</sup>, 2020 meeting as presented be adopted.

CARRIED

**Board Committees**

CM75-20

MOVED BY Dave Anderson THAT the Board move to closed session at 09:19 am for verbal report

CARRIED

CM76-20

MOVED BY Harold Pawlechko THAT the Board return to open meeting at 09:50 am.

CARRIED

**Strategic Plan Update**

CM77-20

MOVED BY Ken Mackay THAT the Board approve the 2020 Strategic Plan Update.

CARRIED

**Regional Coordinating Committee Appointments**

CM78-20

MOVED BY Ken Mackay That the membership to the Regional Coordinating Committee be the Chair and Vice Chair.

CARRIED

**Communication Strategy Update**

CM79-20

MOVED BY Rick Smith THAT the Board receive the Communication Strategy update for information.

CARRIED

**Administration Reports**

CM80-20

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

CARRIED

**Communications**

CM81-20

MOVED BY Steve vanNieuwkerk 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 10:47 a.m.

These minutes approved this 11<sup>th</sup> day of DECEMBER, 2020

  
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 ACRWC Board Chairman

  
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 General Manager

Recorder:  
Colleen Moody  
Board Assistant