

MEMBER MUNICIPALITIES

CITY OF BEAUMONT

CITY OF LEDUC

CITY OF FORT SASKATCHEWAN

CITY OF SPRUCE GROVE

> CITY OF ST. ALBERT

TOWN OF BON ACCORD

> TOWN OF GIBBONS

TOWN OF MORINVILLE

TOWN OF STONY PLAIN

LEDUC COUNTY

PARKLAND COUNTY

STRATHCONA COUNTY

STURGEON COUNTY



Sustainable Wastewater Solutions **>**

Meeting Minutes November 15, 2024, Board Meeting

23262 Township Rd. 540, Fort Saskatchewan, AB T8L 4A2 Located on ⊲Г∩ь∩่⊲́ль⊔∆ь⊃ (Amiskwacîwâskahikan)

Treaty 6 Territory/MNA Region 4

Date:	November 15, 2024	
Time:	09:00 a.m.	
Location:	ARROW Utilities – Kisiskaciwan	
Attendees:	Ken Mackay	City of St. Albert
	Steven vanNieuwkerk	City of Beaumont
	Brian Kelly	City of Fort Saskatchewan
	Bill Hamilton	City of Leduc
	Jeff Acker	City of Spruce Grove
	Rick SmithLeduc CountyRob Weideman - VirtualParkland CountyRobert ParksStrathcona County	
	Neal Comeau	Sturgeon County
	Lynn Bidney	Town of Bon Accord
	William Choy	Town of Stony Plain
Regrets:	Stephen Dafoe	Town of Morinville
Staff	Kate Polkovsky	Chief Executive Officer
Attendees:	Cindy de Bruijn	Director of Comms & SR
	Jaimie Spurgeon	Director Finance & Corp Services
	Jay Mason	Director of Engineering
	Dwayne Cikaluk	Director of Operations
	Wade Teveniuk	Director of Regulatory Services
	Colleen Moody	Executive Assistant
Others:		

Call to Order	Chair Ken Mackay called the meeting to order at 09:00 a.m.	
Agenda Update	Chair Ken Mackay recommended removing the Increasing Bank Overdraft Limit from the Agenda and the matter has been referred to the Audit and Finance Committee for review.	
Adoption of Agenda	СМ64-24	Second By Bill Hamilton





CM65-24 MOVED BY William Choy THAT the New Appointed Board Members Brian Kelly – Fort Saskatchewan Rob Wiedeman – Parkland County be accepted. CEO Kate Polkovsky called for nominations for the position of Chairperson for the ARROW Utilities Board. William Choy nominated Ken Mackay for the position of Chairperson of the ARROW Utilities	Second By Lynn Bidney APPROVED UNANIMOUSLY
nominations for the position of Chairperson for the ARROW Utilities Board. William Choy nominated Ken Mackay for the position of	
Mackay for the position of	
Board.	
Kate Polkovsky called three more times for further nominations.	
Ken Mackay was acclaimed Chairperson of the ARROW Utilities Board.	
Chair Ken Mackay called for nominations for the position of the Vice-Chairperson of the ARROW Utilities Board.	
Rick Smith nominated Robert Parks for the Vice-Chairperson.	
Chair Ken Mackay called three more	
	Board. Chair Ken Mackay called for nominations for the position of the Vice-Chairperson of the ARROW Utilities Board. Rick Smith nominated Robert Parks

2



	Rober Parks, was acclaimed Vice- Chairperson of the ARROW Utilities Board.	
Board Committee Membership	CM66-24 MOVED BY William Choy THAT the membership Committees be approved for 2025.	Second By Lynn Bidney
	Governance and Human Resources Ken Mackay Bill Hamilton Robert Parks Brian Kelly Rob Weideman	APPROVED UNANIMOUSLY
	Audit and Finance William Choy Robert Parks Stephen Dafoe Jeff Acker Brian Kelly Ken Mackay (Ex-officio)	
	Advocacy and Awareness Neal Comeau Steven vanNieuwkerk Jeff Acker Rick Smith Rob Wiedeman Ken Mackay (Ex-officio)	
	Board Development William Choy Lynn Bidney Stephen Dafoe Rick Smith Willis Kozak Ken Mackay (Ex-officio)	

3



2025 Meeting Dates	CM67-24 MOVED BY Bill Hamilton THAT the following dates be approved for the 2025 Board Meetings.	Second By William Choy
	January 24, 2025 (followed by optional learning opportunity). March 28, 2025 May 21-23 (Board Workshop-Local) June 20, 2025 (followed by optional golf game). September 26, 2025 November 28, 2025 (Organizational Meeting).	APPROVED UNANIMOUSLY
Adoption of September 13, 2024, meeting Minutes	CM68-24 MOVED BY Jeff Acker THAT the minutes of the September 13 th , 2024, meeting as presented be adopted.	Second by Lynn Bidney APPROVED UNANIMOUSLY
Administrative Reports	CM69-24 MOVED BY Robert Parks THAT the Administrative Reports-August & September 2024 be received as information.	Second by Willis Kozak APPROVED UNANIMOUSLY
Budget and Capital Updates	CM70-24 MOVED BY Lynn Bidney THAT the Board receive the report for information.	Second by Neal Comeau APPROVED UNANIMOUSLY
CEO Dialogue Confidential	CM71-24 MOVED BY Rick Smith THAT the Board move into closed session to discuss a matter pursuant to Sections 24(1)(a) and 25(1)(c) of the	Second By Steven vanNieuwkerk

4



	Freedom of Information and Protection of Privacy Act at 10:58 am.	
	CM72-24 MOVED BY Robert Parks THAT the Board come out session at 11:44 am	
Closing Remarks/Adjournment	Chair Ken Mackay adjourned the meeting at 11:45 p.m.	
Next Meeting	January 24, 2025.	

These minutes approved this <u>24</u> day of <u>January</u>, 2025.

<u>Ken Mackay</u> Ken Mackay (Jan 29, 2025 (2:37 MST) ARROW Utilities Board Chairperson

Chief Executive Officer

Recorder: Colleen Moody Executive Assistant



November 2024 ARROW Utilities Board Meeting Minutes

Final Audit Report

2025-01-29

Created:	2025-01-29
By:	Layne Quickstad (lquickstad@arrowutilities.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAFHa7nfKHowLK3z3fm6Eglsjg0LlmJZvx

"November 2024 ARROW Utilities Board Meeting Minutes" Histo ry

- Document created by Layne Quickstad (lquickstad@arrowutilities.ca) 2025-01-29 - 4:13:37 PM GMT
- Document emailed to Ken Mackay (kmackay@stalbert.ca) for signature 2025-01-29 - 4:13:42 PM GMT
- Document emailed to Kate Polkovsky (kpolkovsky@arrowutilities.ca) for signature 2025-01-29 4:13:43 PM GMT
- Email viewed by Kate Polkovsky (kpolkovsky@arrowutilities.ca) 2025-01-29 - 4:49:25 PM GMT
- Document e-signed by Kate Polkovsky (kpolkovsky@arrowutilities.ca) Signature Date: 2025-01-29 - 4:49:35 PM GMT - Time Source: server
- Email viewed by Ken Mackay (kmackay@stalbert.ca) 2025-01-29 - 7:37:45 PM GMT
- Document e-signed by Ken Mackay (kmackay@stalbert.ca) Signature Date: 2025-01-29 - 7:37:55 PM GMT - Time Source: server
- Agreement completed. 2025-01-29 - 7:37:55 PM GMT