



ARROW UTILITIES

Meeting Minutes

March 22, 2024, Board Meeting

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

Date:	March 22, 2024	
Time:	09:00 a.m.	
Location:	ARROW Utilities – Kisiskaciwan	
Attendees:	Ken Mackay – Chair Gordon Harris – Vice-Chair Steven vanNieuwkerk Bill Hamilton Jeff Acker Rick Smith Kristina Kowalski Robert Parks Neal Comeau Lynn Bidney Willis Kozak Stephen Dafoe	City of St. Albert City of Fort Saskatchewan City of Beaumont City of Leduc City of Spruce Grove Leduc County Parkland County Strathcona County Sturgeon County Town of Bon Accord Town of Gibbons Town of Morinville
Regrets:	William Choy	Town of Stony Plain
Staff Attendees:	Kate Polkovsky Cindy de Bruijn Jessica Szewczuk Stephanie Porter (Virtual) Jay Mason Dwayne Cikaluk Wade Teveniuk Colleen Moody	Chief Executive Officer Director of Comms & SR Interim Director of Corporate Services Interim Director of Corporate Services Director of Engineering Director of Operations Director of Regulatory Services Executive Assistant
Others:	Edward Telford Jason Casault-left the meeting at 12:23 pm Des Mryglod-left the meeting at 12:00 pm	JDP Wasserman LLP Strathcona County Leduc County

Call to Order	Chair Ken Mackay called the meeting to order at 09:00 a.m.	
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Board Appointment	CM18-24 MOVED BY Kristina Kowalski THAT Mayor Jeff Acker has been appointed from City of Spruce Grove to the ARROW Utilities Board of Directors be received as information. Second Bill Hamilton	APPROVED UNANIMOUSLY
Adoption of Agenda	CM19-24 MOVED BY Lynn Bidney THAT the agenda as distributed be adopted. Second Robert Parks	APPROVED UNANIMOUSLY
Adoption of January 26, 2024, Meeting Minutes,	CM20-24 MOVED BY Neal Comeau THAT the minutes of the January 26, 2024, meeting as presented be adopted. Second Willis Kozak	APPROVED UNANIMOUSLY
Board Committee Updates	CM21-24 MOVED BY Robert Parks THAT the Audit & Finance Update Report be received for information. THAT the Advocacy Committee Update Report be received for information. THAT the Board Development Committee Update Report be received for information. THAT the Governance & Human Resources Committee Update Report be received for information. Second Steven vanNieuwkerk. CM22-24 MOVED BY Steven vanNieuwkerk THAT the Board move into closed session at 09:43 am. Second Lynn Bidney	APPROVED UNANIMOUSLY



	<p>CM23-24 MOVED BY Robert Parks THAT the Board come out of closed session at 10:11 am. Second Lynn Bidney</p> <p>CM24-24 MOVED BY Gordon Harris THAT Board approve the Chief Executive Officer evaluation and grant a cost-of-living adjustment retroactive to January 1st, 2024, consistent with other employees of the organization. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p>
2023 Financial Statements	<p>CM25-24 MOVED BY Neal Comeau THAT the 2023 Audited Financial Statements and Financial Information return be approved by the Board. THAT the Audit Findings Report be received for information. Second Bill Hamilton</p> <p>CM26-24 MOVED BY Kristina Kowalski THAT the 2023 Financial Report and Comparisons be received for information. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p> <p>APPROVED UNANIMOUSLY</p>
Administrative Reports	<p>CM27-24 MOVED BY Stephen Dafoe THAT the Administrative Reports be received for information. Second Robert Parks</p>	<p>APPROVED UNANIMOUSLY</p>



Technical Advisory Committee Meeting Update	CM28-24 MOVED BY Rick Smith THAT the Technical Advisory Committee Meeting Update report be received for information. Second Neal Comeau	APPROVED UNANIMOUSLY
Name Change Resolution	CM29-24 MOVED BY Stephen Dafoe THAT the Board approve the new legal name, ARROW Utilities: A Capital Region Commission. Second Jeff Acker CM30-24 MOVED BY Lynn Bidney THAT the Board resolution is signed and submitted to the Office of the Minister of Municipal Affairs. Second Willis Kozak	APPROVED UNANIMOUSLY
Post Grant Announcement-Next Steps	CM31-024 MOVED BY Neal Comeau THAT the Post Grant Announcement Next Steps Report be received for information. Second Rick Smith	APPROVED UNANIMOUSLY
Financial Report Borrowing Limit	CM32-24 MOVED BY Willis Kozak THAT the Board direct Administration to work with the province of Alberta to increase the debt limit to support Train 4 to 80% in excess of the legislated amount, and the debt servicing limit to 20% in excess of the provincially legislated amount. Second Lynn Bidney Rick Smith left the meeting at 12:00 pm.	APPROVED UNANIMOUSLY



Legal Matter-Closed Session	CM33-24 MOVED BY Robert Parks THAT the Board move into closed session at 12:00 pm. CM34-24 MOVED BY Stephen Dafoe THAT the Board come out of closed session at 12:22 pm.	
Notices of Motion	Moved by Robert Parks THAT the Board rescind motion CM06-24. Second Kristina Kowalski	
Closing Remarks/Adjournment	Chair Ken Mackay adjourned the meeting at 12:24 p.m.	
Next Meeting	June 14, 2024.	

These minutes approved this _____ day of _____, 2024.

ARROW Utilities Board Chairman

Chief Executive Officer

Recorder:
Colleen Moody
Executive Assistant