

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

## **Meeting Minutes**

## November 15, 2024, Board Meeting

Date:	November 15, 2024		
Time:	09:00 a.m.		
Location:	ARROW Utilities – Kisiskaciwan		
Attendees:	Steven vanNieuwkerk	City of Beaumont	
	Brian Kelly	City of Fort Saskatchewan	
	Bill Hamilton	City of Leduc	
	Jeff Acker	City of Spruce Grove	
	Ken Mackay	City of St. Albert	
	Rick Smith	Leduc County	
	Rob Wiedeman - Virtual	Parkland County	
	Robert Parks	Strathcona County	
	Neal Comeau Sturgeon County		
	Lynn Bidney	Town of Bon Accord	
	Willis Kozak	Town of Gibbons	
	William Choy	Town of Stony Plain	
Regrets:	Stephen Dafoe	Town of Morinville	
Staff	Kate Polkovsky	Chief Executive Officer	
Attendees:	Cindy de Bruijn	Director of Information &	
		Strategic Services	
	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  CM64-24  MOVED BY Neal Comeau THAT the amended agenda be adopted  APPROVED UNANIMOUSLY  Second By  MOVED BY William Choy THAT the New Appointed Board Members Brian Kelly – Fort Saskatchewan Rob Wiedeman-Parkland County be accepted.  Election of 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 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 times for further nominations	MOVED BY Neal Comeau THAT the amended agenda be adopted  APPROVED UNANIMOUSLY  Second By Lynn Bidney  APPROVED LONANIMOUSLY  APPROVED LONANIMOUSLY  APPROVED LONANIMOUSLY  Be accepted.  Election of 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 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.			
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	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	APPROVED UNANIMOUSLY
	Ken Mackay Bill Hamilton Robert Parks	
	Brian Kelly Rob Wiedeman	
	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)	



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 <sup>th</sup> , 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





	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_	day of	, 2025.

ARROW Utilities Board Chairperson

Chief Executive Officer

Recorder: Colleen Moody Executive Assistant