

**MINUTES**  
**BONNYVILLE REGIONAL WATER SERVICES COMMISSION**  
**THURSDAY APRIL 17, 2025**  
**TOWN HALL - COUNCIL CHAMBERS**

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**PRESENT**

Board Members: Chair Brian McEvoy – Councillor, Town of Bonnyville; Byron Johnson – Councillor, Town of Bonnyville; Joe Lavallee – Director of Capital Management, Cold Lake First Nations

Administration: Mark Power – CAO, Bonnyville Regional Water Services Commission, Brad Trimble – General Manager of Operations and Engineering, Town of Bonnyville; Bryan Bepalko - Manager of Infrastructure and Utilities, Municipal District of Bonnyville

Vice-Chair Barry Kalinski – Reeve, Municipal District of Bonnyville  
Darcy Skarsen – Councillor, Municipal District of Bonnyville

**CALL TO ORDER**

Chair Brian McEvoy called the meeting of the Bonnyville Regional Water Services Commission to order at 1:34 P.M.

**ADOPTION OF AGENDA**

**Moved by Member Byron Johnson** that the Agenda for the April 17, 2025, Bonnyville Regional Water Services Commission meeting be accepted as presented.

**CARRIED**

**ADOPTION OF MINUTES  
ORGANIZATIONAL MEETING –  
NOVEMBER 21, 2024**

**Moved by Member Byron Johnson** that the minutes of the November 21, 2024, Bonnyville Regional Water Services Commission Organizational meeting, be accepted as presented.

**CARRIED**

**ADOPTION OF MINUTES  
REGULAR MEETING -  
NOVEMBER 21, 2024**

**Moved by Member Byron Johnson** that the minutes of the November 21, 2024, Bonnyville Regional Water Services Commission Regular meeting, be accepted as presented.

**CARRIED**

**2024 Year End Audited Financial  
Statement**

Renee Senko and Kyle Paterson from Wilde and Company were present on line through “Zoom” and presented a “clean” 2024 Year End Audited Financial Statement for the Bonnyville Regional Water Services Commission.

**Moved by Member Joe Lavallee** that the 2024 Year End Audited Financial Statement for the Bonnyville Regional Water Services Commission be accepted as presented.

**CARRIED**

**2024 Year End Reserve Transfers**

**Moved by Member Byron Johnson** that the 2024 Year End Reserve Transfers be approved as presented.

**CARRIED**

Renee Senko and Kyle Paterson from Wilde and Company left the meeting at this time being 1:56 P.M.

**OLD BUSINESS**

**Frog Lake Regional Tie in Project  
– Monthly Progress Report**

Mark Power, C.A.O. provided Commission members with an update regarding to the Frog Lake Regional Tie-In Project noting that the public and private land acquisition is complete; the only outstanding items are working with Cold Lake First Nation for land acquisition within the Reserve and the inter-basin transfer approval. The monthly progress report noted that expenditures are at 92% of the revised Budget of \$1,117,000.

It was agreed that this report be accepted as information.

**Operations & Maintenance  
Agreement – M.D. of Bonnyville**

**Moved by Member Joe Lavallee** that the Operations and Maintenance Agreement with the M.D. of Bonnyville be approved as presented.

**CARRIED**

**Glendon Regional Waterline  
Extension**

M. Power advised that the Cold Lake Regional Utilities Commission had finished their review of the Glendon tie-In report prepared by GHD noting that the impact on the water diversion rates / limits / approvals on the lake were not included. GHD has advised that they will make sure this is included in the detailed design phase of the project.

**ARDMORE & FORT KENT  
CONNECTION HOOK-UP**

Administration reviewed for the Members the AECOM report from 2021 which outlined several concepts and options for servicing Ardmore and Fort Kent while continuing to serve rural users currently supplied by the existing 250 mm waterline. The preferred option (Option 5a in the report) had an estimated cost of \$900,000.00. In 2025 dollars, the costs could be \$1.2 million - \$1.5 million now.

Administration feels that there is a benefit to the Bonnyville Water Commission, if option 5a was implemented, in that there would be a “back-up” source of water to the other members of the Commission through the 250 mm line and a second crossing of the Beaver River. As such, it may be prudent for the Commission to look into the possibility of a three-way partnership between the M.D. of Bonnyville, the Commission and Alberta Transportation.

**Moved by Member Byron Johnson** that administration be authorized to pursue a three-way partnership as described above with the M.D. of Bonnyville, Alberta Transportation and the Bonnyville Regional Water Services Commission.

**CARRIED**

## NEW BUSINESS

**FINACIALS – Bank Statement / Bank Reconciliation – Periods ending November 2024 – March 2025; Budget Variance Report – Period ending March 31, 2025 and EFT Listing – Year up to March 25, 2025**

**Moved by Member Joe Lavallee** that the Bank Statement / Bank Reconciliations for the periods ending November 2024 to March 2025 and the Budget Variance Report for the period ending March 31, 2025, along with the EFT listing for the year up to March 25, 2025 be accepted as presented.

**CARRIED**

**Adopt Final 2025 Operating Budget**

M. Power presented a proposed Final 2025 budget which was developed based on the contract with the MD of Bonnyville being implemented at a cost of \$96,000.00 for the balance of the year and anticipated consumption of 951,216 m3 of water and a consumption charge to Commission members of \$1.03 / m3 and including anticipated interest revenue of \$35,000.

**Moved by Member Byron Johnson** that the Final 2025 Budget be approved, as presented.

## CORRESPONDENCE AND INFORMATION

**CARRIED**

**Water Consumption Leakage Report – January – October 2024**

The Consumption leakage report for the period January 2025 to March 2025 was presented showing that the discrepancy in volume (shrinkage) is continuing to be significantly reduced since the installation of the new meter in Bonnyville.

It was agreed that the consumption leakage report for the period January to March 2025 be accepted for information.

**Letter – Genesis Annual General Meeting**

It was agreed that the letter from Genesis about the upcoming Annual General Meeting on April 22, 2025, be accepted as information.

**Letter – CLRUSC re: 2025 Rates**

It was agreed that the letter from the Cold Lake Regional Utility Services Commission notifying us of their water rates for 2005 be accepted as information.

**E-mail – Heather Bishop – Cold Lake First Nations – Joe Lavallee is New Director of Capital Management**

It was agreed that the e-mail from Heather Bishop of Cold Lake First Nations advising that Joe Lavallee is the new Director of Capital Management be accepted as information. The Capital Management Director is the member on the Bonnyville Regional Water Services Commission representing Cold Lake First Nations.

**SITE Resources Group - Waterline Inventory Surplus – left over from Construction**

**Moved by Member Byron Johnson** that the Commission approve offering up to \$25,000.00 for the purchase of the Waterline Inventory Surplus left over from Construction, from Site Resources Group.

**CARRIED**

**NEXT MEETING**

It was agreed that the next meeting be held the third Thursday of the month at the call of the Chair.

**ADJOURNMENT**

**Moved by Member Joe Lavallee** that the Bonnyville Regional Water Services Commission meeting be adjourned.

Time: 2:55 p.m.

**CARRIED**

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Chairperson, Bonnyville Regional  
Water Commission Services

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Chief Administration Officer, Bonnyville  
Commission Regional Water Services Commission

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Date Approved

DRAFT