COUNTY OF TWO HILLS NO. 21 NATURAL GAS UTILITY COMMITTEE MEETING

March 5, 2015

Meeting Called to Order

The County of Two Hills No. 21 Natural Gas Utility Committee Meeting was called to order by Chairman, P. Gordeyko at 1:29 p.m. on Thursday, March 5, 2015.

Attendance

Present were:

A. Sayler S. Dary, CAO

A. Pidruchney
P. Gordeyko
D. Dyck, Gas Utility Co-Manager
D. Wilson, Gas Utility Co-Manager
E Yakemchuk
L. Maczala, Recording Secretary

Absent was:

S. Odegard

Agenda

The Agenda for the March 5, 2015 Natural Gas Utility Committee Meeting was presented for review and consideration, having the following listed addition being presented:

• Quality Management Plan (QMP)

A. PIDRUCHNEY

That the agenda, inclusive of addition, be approved as presented.

Motion Carried

Previous Minutes

The minutes of the February 5, 2015 Natural Gas Utility Committee Meeting having been presented to each Committee Member and each Member having declared to have received and read the minutes; it was moved by:

E. YAKEMCHUK

That the minutes of the February 5, 2015 Natural Gas Utility Committee Meeting be approved and signed.

Motion Carried

Business arising from the minutes:

Cathodic Protection Plan

D. Dyck and D. Wilson informed the Committee that the Cathodic Protection Plan is in progress; also investigating available training courses for servicemen.

It was the consensus of the Committee that the Gas Utility Co-Managers prepare an annual cost analysis and comparison for the Cathodic Protection Plan and bring back the same to the April Natural Gas Utility meeting.

Quality Management Plan The CAO placed the Quality Management Plan (QMP) back on the table for approval.

The Committee having discussed this item; it was moved by:

A. PIDRUCHNEY

That the County of Two Hills approve the Quality Management Plan (QMP) for the County of Two Hills Natural Gas Utility.

Motion Carried

Fin Report

The Financial Report for the period ending February 28, 2015 was presented for review and consideration; it was moved by:

A. SAYLER

That the Financial Statement for the period ending February 28, 2015 be accepted as information.

Motion Carried

D. Dyck and D. Wilson presented the following new and other business:

Gas Rate for March 2015 - \$0.25/gj increase

 Residential
 Commercial

 March 2015 – 4.24/gj
 March 2015 – 3.82/gj

 February 2015 – 3.99/gj
 February 2015 – 3.57/gj

- Gas Balancing Report for month of January 2015 -10%.
- Retail Gas Sales Comparison Report was presented and discussed.

It was the consensus of the Committee that the Retail Gas Sales Comparison Report be changed to a five year comparison beginning with the 2010 fiscal year.

- D. Dyck and D. Wilson informed the Committee that ERTs for Tap 10, 20 and 50 have been completed; taps 60 and 40 in progress.
- D. Dyck and D. Wilson informed the Committee of the 2015 Meter Reverification 558 total; 101 changed to date.

It was the consensus of the Committee that the Gas Utility Co-Managers prepare a cost analysis of reverification versus new meter installation and bring back the same to the April Natural Gas Utility meeting.

- D. Dyck and D. Wilson informed the Committee of the Husky Transportation Vent Gas Agreements compiled and sent to Husky; awaiting confirmation and signatures. Invoicing to be processed through County Administration.
- D. Dyck and D. Wilson informed the Committee of the CNRL Transportation of Vent Gas Agreements changes in progress. Invoicing to be processed through County Administration.
- D. Dyck and D. Wilson informed the Committee of Trans-Canada Taps 10, 20 and 60 correspondence of Dave Symons, Gas Alberta and Melvin Hess, Hess Engineering; presenting maps showing area in question.
- D. Dyck and D. Wilson informed the Committee of the O & M Plan in progress; flowchart and manuals have been updated, deficiencies identified in the audit are being addressed.

It was the consensus of the Committee the Gas Utility Co-Managers review the Federation Follow-up to the 2013 O & M Evaluation and bring back the same to the April Natural Gas Utility meeting.

- D. Dyck and D. Wilson informed the Committee of the Spring Zone Meeting confirmed; 10:00 a.m. on March 23, 2015 in Smoky Lake.
- D. Dyck and D. Wilson informed the Committee of the Gas Alberta Inc. Interim Report for the six months ended December 31, 2014.
- D. Dyck and D. Wilson informed the Committee of the Gas Balancing Course March 6, 2015 at Federation Centre in Sherwood Park, AB; confirmation of attendees Dave Dyck, Dan Wilson and Brenda Crawford.

Adjournment	The Committee having dealt with all items contained on the Natural Gas Utility Agenda; it was moved by: E. YAKEMCHUK That the County Natural Gas Utility Committee Meeting be adjourned – time 2:10 p.m.	
	CHAIRMAN	CAO