

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
November 28, 2016

In Attendance: Mayor Steve Christie, City of Lacombe
Mayor Rick Bonnett, Town of Ponoka
Mayor Melodie Stol, Town of Blackfalds
Councillor Ken Wigmore, Lacombe County
Councillor Mark Matejka, Ponoka County
Michael Minchin, NRDRWSC Administrator
Jennifer Peterson, Administrator Assistant

Others Present: Albert Frootman, CAO Town of Ponoka
Preston Weran, Director of Infrastructure, Town of Blackfalds
Chris Huston, Utilities Manager, City of Lacombe
Jordan Thompson, Engineering Manager, City of Lacombe

1. Call to Order:

Chair Christie called the meeting to order at 9:01 am.

2. Adoption of the Agenda:

MOVED by Mayor Bonnett that the agenda for November 28, 2016, be adopted as presented.

CARRIED

3. Adoption of the Minutes:

MOVED by Mayor Stol that the minutes for October 17, 2016, be adopted as presented.

CARRIED

4. Presentation

5. Reports

Mr. Huston discussed the recent activities.

In summary:

- The Alberta One-Call locate requests are down in November. September and October numbers were still high.
- Operations staff were called out to check communications after a planned outage at Red Deer.
- Currently working with Red Deer and their contractors to coordinate the connection of the regional line to the Central Park area. The tee off will occur on Tuesday or Wednesday. The value will remain closed to Central Park until the Agreement is back from the Province with approval.
- Mr. Minchin shared that the agreement was couriered out over a week and half ago directly to the Deputy Minister.

Administrator Report

Mr. Minchin presented the Administrator's report.

In summary:

- The line connection agreement between the Commission and Red Deer has been signed and forwarded to the Deputy Minister. The connection will be a hot tap off a line at one of the Commissions values.
- The 2017 Budget and 5 year plan has been amended to reflect the current water rate presented by the City of Red Deer. The 5 year plan will be brought back in 2017 for support by the Commission once Administration has received the multi year forecast water rates from Red Deer.
- The City of Red Deer did not provide a reason for the increase to the 2017 water rate.

Mr. Minchin presented the financial report.

In summary:

- July and August had slow water sales but in September it picked up.
- Currently on target for 2016. Still looking at a surplus for 2016.

Chairman's Report

The Chair has nothing to report at this time.

MOVED by Mayor Stol to accept as information.

CARRIED

6. Correspondence/Information

City of Red Deer letter – 2017 Water Supply Rate

A copy of the letter was provided to the Commission as information. A discussion occurred to what the reason might have been for the 6% increase in the water rate. Mr. Minchin said that he had not heard and would contact the City of Red Deer to review the long term plan for rates.

MOVED by Councillor Wigmore to accept as information.

CARRIED

7. Old Business:

Operating and Capital Budget 2017

Mr. Minchin shared that the 2017 preliminary budget was provided to the respective member councils for feedback and comments. All comments received by the Commission have been in support of the 2017 budget. Due to the 2017 water rate increase by the City of Red Deer, the 2017 Operating and Capital Budget was amended. The only change was the reduction to the 2017 operating surplus.

MOVED by Mayor Stol to approve the 2017 Operating and Capital Budget as presented.

CARRIED

2017-2021 Operating Projection

Currently there are no changes to the 2017 -2021 Operating Plan as Mr. Minchin is waiting for the City of Red Deer to provide the multi year forecast water rates. Once Administration receives the information the 2017-2021 projections will be amended and provided to the Commission for support.

MOVED by Councillor Matejka to accept as information.

CARRIED

RFP – Administration and Operations Services

Mr. Minchin shared with the Commission that the RFP package was provided to all the partnering municipalities for consideration. The package was the same one that was used in 2009 by the former Administrator. Administration only received one (1) submission, which was from the City of Lacombe.

The Commission discussed the submission and was in support of the current proposal by the City of Lacombe. It was asked that once the regional wastewater line is operating to look to see if there will be away to have the two Commissions work together on the Administration or/or Operations services.

MOVED by Mayor Stol to accept the RFP proposal as submitted by the City of Lacombe to continue the Administration and Operations services until December 31, 2019.

CARRIED

8. New Business:

9. IN Camera

10. Next Meeting:

Monday, April 10, 2017 at 9 am, City of Lacombe Council Chambers.

11. Adjournment:

MOVED by Mayor Bonnett to adjourn this Meeting at 9:40 am.

CARRIED

Chairperson

Administrator