

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
December 10, 2018

In Attendance: Chair Ken Wigmore, Lacombe County Councillor
Mayor Grant Creasey, City of Lacombe
Mayor Rick Bonnett, Town of Ponoka
Mayor Richard Poole, Town of Blackfalds
Justin de Bresser, NRDRWSC Administrator
Jennifer Peterson, Administrative Assistant

Others Present: Albert Frootman, CAO, Town of Ponoka
Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Manager of Corporate Services, Lacombe County
Preston Weran, Director of Infrastructure, Town of Blackfalds
Jordan Thompson, Operation & Planning Director, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe

Regrets: Councillor Mark Matejka, Ponoka County

1. Call to Order:

Chair Wigmore called the meeting to order at 9:00 am.

2. Adoption of the Agenda:

MOVED by Mayor Poole that the agenda for December 10, 2018, be adopted as presented.

CARRIED

3. Adoption of the Minutes:

Mayor Poole requested that the minutes are corrected under Governance, Vice Chair to read

"Mayor Bonnett nominated Grant Creasey for Vice Chair"

MOVED by Mayor Poole that the minutes for November 5, 2018, be adopted as amended.

CARRIED

4. Reports:

Operations Report

Mr. Thompson introduced the following new City of Lacombe staff that will be working with the Commission at an operational level:

Amber Mitchell, City of Lacombe Engineering Manager, has been with the City for 6 months. Her role with the commission will be to process Crossing Agreements, Right of Way Agreements, as well work with 3rd party organizations requesting connection to the regional line.

Angela Smith, Regional Water and Sewer Foreman, has just started with the City. Her role is manly to ensure that operations of the regional lines run efficiently.

Each commission member introduced themselves and which municipality they are with.

Mr. Thompson discussed the recent operation activities.

In summary:

- Alberta One calls are down.
- Eramosa has completed software analysis and has begun the integration.

Administrator Report

Mr. de Bresser presented the Administrator's report.

In summary:

- Administration has received the draft sale agreement with the City of Red Deer.
- Will be meeting with Samson Cree Nation on December 12th. Administration has received communication back on the request on the grant application for the feasibility study.
- Still has not received the 2019 water rate from the City of Red Deer. The 2019 Regional Water Commission draft budget is assuming a 2 percent increase from the City of Red Deer.
- Administration is currently working on the 5-year projections and will present at the April meeting. The sale of the line and outcome of the reserves request from the November 5, 2018 meeting will have an impact on the 5-year projection.
- Administration will be working with the County of Lacombe on the City of Lacombe request to look at either a rate stabilisation, return of capital, and or operating reserves back to the commission members. The finding will be presented at the April 2019 meeting.

Mayor Poole asked if Blackfalds can be invited to the meeting(s) with the County of Lacombe when discussing the option of the commission's reserves. Ponoka was also asked if they would like to be part of these discussion. Mr. Myron Thompson said that he will extend the invite to the Town of Ponoka's Finance department.

Administration will invite Blackfalds and the Town of Ponoka to the meeting(s) on discussions of capital reserves.

Chairperson's Report

Chair Wigmore spoke with MP Blaine Calkins regarding the request to supply water to the First Nations. Mr. Calkins indicated that he has not received anything regarding this request as of yet.

Chair Wigmore suggested that the commission request a tour from the First Nation Bands of their place including the water reservoirs. If a tour is arranged, Mayor Creasey, Mayor Poole, and Mayor Bonnett would like to be included.

MOVED by Mayor Poole to accept all Reports presented as information.

CARRIED

5. Correspondence/Information

Nothing at this time

6. Old Business:

2019 Operating Budget

Mr. de Bresser presented the draft 2019 Operating Budget. There were no changes made to the budget since the November 5, 2018 meeting. Red Deer has not provided the 2019 water rate and because of this, there could be adjustments made to the 2019 operating budget at the April meeting.

A discussion occurred on having the County of Lacombe water usage itemized to its own line item instead of grouping it in with Blackfalds. This will provide a true statement to what Lacombe County and the Town of Blackfalds are using. Administration will do this going forward.

MOVED by Mayor Bonnett to adopt the 2019 Operating Budget as presented.

CARRIED

Sale of water line to the City of Red Deer

Mr. de Bresser advised the commission that Administration has received the draft Water Sale Agreement from the City of Red Deer. The agreement has been sent to the Commission's lawyers for legal review. Before the sale of the line proceed the Commission will need to pass a resolution to allow Administration to move forward.

MOVED by Mayor Creasey the approval to have Administration proceed with the sale of a portion of water line and the meter vault that are within the City of Red Deer boundaries, pursuant to the Water Line Sale Agreement as presented and/or amended.

CARRIED

7. New Business:

No new Business at this time.

8. IN Camera

9. Next Meeting:

Monday, April 8, 2019 at 9:00 am, City of Lacombe Council Chambers.

10. Adjournment:

MOVED by Councillor Matejka to adjourn this Meeting at 9:35 am.

CARRIED

__Original Signed_____
Chairperson

_____ Original Signed _____
Administrator