

**NORTH RED DEER RIVER WATER SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**August 20, 2012**

**In Attendance:** Mayor Steve Christie, Chairperson, City of Lacombe  
Mayor Larry Henkelman, Vice Chairperson, Town of Ponoka  
Mayor Melodie Stol, Town of Blackfalds  
Michael Minchin, Corporate Services Director, Lacombe, NRDRWSC Administrator  
Kristin Teskey, Administrator Assistant, Lacombe

**Others Present:** Norma MacQuarrie, CAO, Lacombe  
Brad Watson, CAO, Town of Ponoka  
Corrine Newman, CAO, Town of Blackfalds  
Chris Huston, Infrastructure Services, Lacombe, NRDRWSC Operations  
Matthew Goudy, Infrastructure Services Director, Lacombe, NRDRWSC Engineering

**Regrets:** Councillor Cliff Soper, Lacombe County  
Councillor Gord Svenningsen, Ponoka County

**1. Call to Order:**

Chairperson Christie called the meeting to order at 9:07 am.

**2. Adoption of the Agenda:**

*MOVED by Mayor Stol that the agenda for August 20, 2012 be adopted as presented.*

*CARRIED*

**3. Adoption of the Minutes:**

*MOVED by Mayor Henkelman that the minutes for April 16, 2012 be adopted as amended.*

*CARRIED*

**4. Reports**

Chairman Report

Chairperson Christie did not have anything new to report.

Administrator's Report

Mr. Minchin discussed recent activities as per the attached Administrator's Report herein.

Administrator, Mr. Minchin mentioned, in summary, the following points:

- Reviewed the recent oil spill at Gleniffer Lake.
- City of Red Deer is proposing a new rate model (costs have not changed, what will be changed is how they are distributed)
- To send a letter to the City of Red Deer on behalf of the Commission requesting an update on the use of Fluoride

## Financial Report

Mr. Minchin presented the Financial Statements as of June 30, 2012.

In summary:

- Consumption levels have reached budget levels effective July, 2012.

## Operator's Report

Mr. Huston and Mr. Goudy discussed recent activities as per the attached Operational Report herein.

In summary:

- Responded to 460 Alberta One Call locate requests.
- Pump house "C" maintenance: PLC battery replaced as well as Milltronics replaced.
- Some issues with Red Deer losing communication, has been restored.

*MOVED by Mayer Stol to accept the Reports presented as information.*

*CARRIED*

## **5. New Business:**

### Draft Policy #7 (2012) – Capital and Operating Reserves

Mr. Minchin presented the Capital and Operating Reserves Policy.

In summary:

- The Policy sets a minimum annual contribution rate to be held in capital and operating reserves as well as a minimum unrestricted capital reserves balance.

*MOVED by Mayor Stol that Policy No. 7 (2012) Capital & Operating Reserves be approved as presented.*

*CARRIED*

## **6. Next Meeting:**

September 24, 2012 at 9:00 am.

## **7. Adjournment:**

*MOVED by Mayor Henkelman to adjourn this August 20, 2012 NRDRWSC Meeting at 9:30 am.*

*CARRIED*

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Chairperson

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Administrator