

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
December 5, 2011

In Attendance: Mayor Steve Christie, Chairperson, City of Lacombe
Mayor Larry Henkelman, Vice Chairperson, Town of Ponoka
Mayor Melodie Stol, Town of Blackfalds
Reeve Gord Svenningsen, Ponoka County
Councillor Cliff Soper, Lacombe County
Michael Minchin, Administrator
Kim Sharyk, Administrator Assistant, City of Lacombe

Others Present: Brad Watson, CAO, Town of Ponoka
Preston Weran, Director of Infrastructure & Property Services, Blackfalds
Norma MacQuarrie, CAO, Lacombe
Chris Huston, Infrastructure Services, Lacombe, NRDRWSC Operations
Matthew Goudy, Engineering Services, Lacombe, NRDRWSC Engineering

Regrets: Corrine Newman, CAO, Town of Blackfalds

1. Call to Order:

Chairperson Christie called the meeting to order at 9:02 am.

2. Adoption of the Agenda:

MOVED by Mayor Henkelman that the agenda for December 5, 2011 be adopted as presented.

CARRIED

3. Adoption of the Minutes:

MOVED by Mayor Stol that the minutes for October 24, 2011 be adopted as presented.

CARRIED

Presentation of Plaques were presented to retired
Commission Board Members, Judy Gordon & Terry Engen
in recognition for their time spent on the Board.

4. Reports

Chairman Report

Mayor 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:

- Bulk of time was spent with the City of Red Deer discussing water rates and was confirmed at \$1.184 per cubic metre.
- Reviewed the requirements of the true-up process and have committed to reporting the true in 2012.
- Regular operational meetings are to be set up with the City of Red Deer water plant starting in 2012.
- The City of Lacombe has acquired a hand held GPS unit which will eliminate or reduce risk associated with locating the water line when it is in close proximity to new development.

Financial Report

Mr. Minchin presented the Financial Statements as of November 30, 2011.

In summary:

- Water volumes are lower which will have a major impact on the operating surplus. At this point, water revenue is of by a half million dollars
- It is recommended that the transfers to reserves be deferred until after the financials have been audited.

Operator's Report

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

In summary:

- Responded to 110 Alberta One Call locate requests.
- The issues with the modem problems was solved with the installation of a new software package. Modems are running fine now.
- Wolf Creek Reservoir actuator valve has been repaired.
- Another actuator valve is not working in the Blackfalds Railway Reservoir. This is due to age and general wear and tear. The Commission was advised to expect more actuator valve to be repaired.

MOVED by Councillor Soper to accept the Reports presented as information.

CARRIED

5. New Business:

2012 Budget

Discussions were held on details of the 2012 Budget as per the attached 2012 Operation Budget memorandum.

In summary:

- Final water rate to purchase from the City of Red Deer is \$1.1873 to \$1.184 per cubic metre.
- Proposed removing the budget line items for transfers to reserves to allow the Commission to move towards a utility rate model from the current cash model. This will also allow the annual budget to match its financial statements.
- There is a need for a policy on transferring surplus funds to reserves once financial audit is complete.

MOVED by Mayor Stol to approve the 2012 Operational Budget.

CARRIED

Fluoridation

Discussions were held on fluoridation by the Board Members as per the attached memorandum.

In summary:

- The City of Red Deer was directed by Administration to contact the individual municipalities of the NRDRWSC for their input on this topic.
- The public consultation closed on November 21, 2011 and is suspected the final results will not be available until after the Christmas holidays.

6. Next Meeting: April 16, 2012 at 9:00 am.

7. Adjournment:

MOVED by Reeve Svenningsen to adjourn this December 5, 2011 NRDRWSC Meeting at 9:30 am.

CARRIED

Chairperson

Administrator