

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
November 3, 2014

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, Lacombe

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

1. Call to Order:

Chair Christie called the meeting to order at 9:03 am.

2. Adoption of the Agenda:

MOVED by Councillor Wigmore that the agenda for November 3, 2014 be adopted as presented.

CARRIED

3. Adoption of the Minutes:

Mr. Huston asked that the September 8, 2014 minutes under "Operation Reports" be corrected to state following:

" Responded to 1068 Alberta One-Call Locate requests; 119 - April; 326- May; 273 – June; 242- July; 108 – up till August 18. 75-80% of the calls are for locates for the new fibre optical lines and road widening within the town and area of Blackfalds."

MOVED by Mayor Stol that the minutes for September 8, 2014 be adopted as amended.

CARRIED

4. Reports

Operator's Report

Mr. Thompson discussed the recent activities.

In summary:

- Responded to 430 Alberta One-Call Locate requests; August -182; September -145; October 28 - 103
- A graph was shared with the Commission comparing the years 2013 and 2014 for the requests for locates. November and December of 2014 are estimated to show the comparison.
- Completed the moving of the values for the 34th Street road widening & realignment.
- Entered into Crossing Agreements with Lacombe Market Square and with the Town of Blackfald for their new subdivisions.
- Made repairs to the Riverside site due to value failing to close.
- Representatives from Rotork and Summit Values are working with Operations to investigate value malfunctions at Luca.
- The remaining four values will be replaced in 2015 after the 2014 replaced values have been working without issues.

Administrator Report

Mr. Minchin presented the Administrator's report.

In summary:

- Completed the first draft of the 2015 operating budget
- Waiting for the final executed agreement between the Commission, Blackfalds and the County for the water sales to the industrial park.
- Working at cataloguing the right of way agreements and ensuring they are registered on title.
- Will be meeting with Red Deer to discuss the 2015 water rates.

Mr. Minchin presented the Financial 3rd Quarter report.

In summary:

- Water sales are at or above targeted sales.
- Replacement of the four values are completed and reflected in the operating statements. The remaining four have been budgeted for 2015.
- Incurred hydrovac costs with the expansion of 34th Street.
- The water leak and associated road repairs costs in Ponoka are the only unbudgeted items for 2014.
- The Commission is on track to meet the targeted surplus for 2014.

Chairman's Report

Chair Christies presented the Chairman's report:

- Is excited to have signed the agreement with Lacombe Market Square.
- While at a meeting in Ponoka was approached with and asked about supplying water to Maskwacis. The Commission members commented that when the line was first being constructed they had been in conversation with them but Maskwacis chose at that time not to be part of the final construction. Administration has been waiting for a formal request but has yet to receive anything.

MOVED by Councillor Wigmore to accept the reports as information.

5. Old Business:

6. New Business:

2015 Operating Budget

Mr. Minchin presented to the Commission with the proposed operating budget for 2015. Key items that were pointed out are:

- Water Rate from the City of Red Deer are set to increase. Offsetting the increase is the projected water volume sales.
- Small increase to *Other Professional Services* for the replacement of the values.
- Reduction in *Accounting Services* with the new audit services contract.
- Reduction in *Board Meeting* expenses – meeting only 4 times a year, not 5 as originally budgeted.
- Increase to Management and Operation Fees based on June 1st increase.

Mr. Minchin asked the Commission to take the proposed budget to their respective Council for review and comments.

MOVED by Councillor Matejka to accept as information and to send out for review and comments from the Municipalities.

CARRIED

7. Round Table

- Mayor Bonnett expressed concerns with the Riverside Reservoir in Ponoka being too small for the Town. The Town of Ponoka will be responsible for the expansion if required.
- Councillor Matejka asked if there is something in place if Maskwacis does approach the Commission for water. Mr. Minchin replied that Administration would review prior correspondence to determine the conditions for inclusion into the Commission.
- Councillor Wigmore commented that the subdivision south of Blackfalds is booming. He has heard that Pidherney`s is preparing strip another location in that area.
- Mayor Stol shared with the Commission that one of the developers in Blackfalds has removed trees that are on the Commission`s right of way. Blackfalds had done everything to preserve them. It was an error by the contractor. The developer will be responsible for placing them. Mr. Thompson added that he has been made aware of the issue and is working with the developer to correct the issue.
- Mr. Minchin advised the Commission that once he has confirmed the 2015 years rates with the City of Red Deer he will provide the Commission with the updated information to share with their respective Councils.

8. Information

9. In Camera

10. Next Meeting:

Monday, December 8, 2014 at 9 am, City of Lacombe Council Chambers.

11. Adjournment:

MOVED by Mayor Bonnett to adjourn this Meeting at 9:30 am.

CARRIED

Chairperson

Administrator