

**NORTH RED DEER RIVER WATER SERVICES COMMISSION**  
**SPECIAL MEETING MINUTES**  
**July 15, 2019**

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

**Others Present:** Albert Frootman, CAO, Town of Ponoka  
Keith Boras, Manager of Community Services, Lacombe County  
Jordan Thompson, Operation & Planning Director, City of Lacombe  
Angela Smith, Regional Utilities Foreman, City of Lacombe  
Amber Mitchell, Engineering Manager, City of Lacombe

**Regrets:** Mayor Rick Bonnett, Town of Ponoka

**1. Call to Order:**

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

**2. Adoption of the Agenda:**

*MOVED by Councillor Matejka that the agenda for the Special Meeting on July 15, 2019, be adopted as presented.*

*CARRIED*

**3. New Business:**

**3.1. Alberta Transportation Grant – First Nations Feasibility Study**

Mr. de Bresser shared with the Board the timeline leading up to the request to apply for a grant from Alberta Transportation to complete an updated feasibility study. He shared with the Board that Administration and the Chair met with Environment and Park in June to share a portion of an agreement that the Province signed with Erminshin First Nations. Environment and Parks have been invited to attend the NRDRWSC regular meeting on June 9, 2019.

Administration developed a scope of work for the study and sent it out to engineering firms. They received two (2) bids, with Alberta Transportation accepting Stantec's proposal at \$47,000. Administration requested an additional \$3,000 to cover the cost of project management which would make the total grant \$50,000. Alberta

Transportation provided verbal confirmation of approval. Mr. de Bresser followed up with an email to confirm the grant application was accepted. He has received the confirmation email of approval. The release of the grant funds could take upwards of 4-5 weeks, which will push the timeline to start the feasibility into late August. Mr. de Bresser requested that the Board approve to frontend the study until the grant funding is received.

*MOVED by Mayor Creasey that the Commission approves the \$50,000 interim funding to start the feasibility study, until such time the grant funding is received from Alberta Transportation.*

*CARRIED*

**4. IN Camera**

**5. Next Meeting:**

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

**6. Adjournment:**

*MOVED by Mayor Poole to adjourn this Meeting at 9:15 am.*

*CARRIED*

Original Signed

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Chairperson

Original Signed

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Administrator