

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
April 4, 2022

In Attendance: Mayor Grant Creasey, NRDRWSC Chair, City of Lacombe,
Councillor Clayton Nelson, NRDRWSC Vice-Chair, Town of Ponoka,
Councillor John Ireland, Lacombe County
Councillor Mark Matejka, Ponoka County
Mayor Jamie Hoover, Town of Blackfalds

Others Present: Jordan Thompson, NRDRWSC CAO
Denise Bellabono, NRDRWSC Administrative Assistant
Matthew Goudy, CAO, City of Lacombe
Preston Weran, Director of Infrastructure and Property Services,
Town of Blackfalds
Tim Timmons, County Manager, Lacombe County (*remote*)
Tracey McKinnon, Senior Manager of Finance, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe

Guests: Joel Sawatzky, Stantec Consulting Ltd.
Todd Simenson, Stantec Consulting Ltd
Alan Litster, CPA, CA, BDO Canada LLP
Ryan Wachter, CPA, CA, BDO Canada LLP

Regrets: Myron Thompson, CAO, Town of Blackfalds
Charlie Cutforth, CAO, Ponoka County
Sandra Lund, CAO, Town of Ponoka
Michael Minchin, Director of Corporate Services, Lacombe County
Chris Huston, Utilities Manager, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe

1. Call to Order:

Chair Creasey called the meeting to order at 9:06 am.

2. Adoption of the Regular Meeting Agenda

MOVED by Mayor Hoover that the regular meeting agenda for April 4, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of the Minutes:

MOVED by Councillor Ireland that the minutes for December 6, 2021, be adopted as amended.

CARRIED UNANIMOUSLY

4. Presentations

4.1. 2021 Financial Audit – BDO Canada LLP

Mr. Litster and Mr. Wachter of BDO Canada LLP, reviewed the Auditor's Report and the 2021 Audited Financial Statements, comprising of the financial position as of December 31, 2021.

In summary:

- Financial statements presented fair in all respect as a “clean audit”.
- Long-term debt payments for 2021 will be \$809,000.
- The non-financial assets book value is \$27 million cost less amortization, surplus of 25.8 million.
- Expense summary was given, outlining assets, expenses and expenditures for the ECN waterline tie in, the water value repairs cost and final year end operation transactions, capital transactions and financing transaction for end of year.

5. Reports

5.1. Administrator

CAO Thompson presented the Administration Report highlighting the Board of Directors Training, confirming the members chose May 17th. Other municipalities were contacted for show of interest and indication of topics to be included in the training. Ermineskin Cree Nation (ECN) has selected an engineer for the on-reserve system improvement. Phase 3 of the project plan requires a resolution from the Board.

MOVED by Mayor Hoover to accept the April 4, 2022, Administration Report as information.

6. Old Business

7. New Business / Emergent Items:

7.1. 2021 Financial Audit

Sr. Manager McKinnon presented the 2021 Financial Audit to be submitted to Alberta Municipal Affairs by May 1, 2022.

MOVED by Vice-Chair Nelson that the Commission approve the North Red Deer River Water Services Commission 2021 Audited Financial Statement as amended.

CARRIED UNANIMOUSLY

MOVED by Councillor Matejka that the Commission approve the \$454,592 transfer to the Capital Reserve.

CARRIED UNANIMOUSLY

MOVED by Councillor Matejka that the Commission approve increase of \$88,326 rate transfer from the operating reserve.

CARRIED UNANIMOUSLY

8. Next Meeting:

Monday, June 20, 2022, at 9:00 am, City of Lacombe Council Chambers

Adjournment:

MOVED by Vice-Chair Nelson to adjourn the meeting at 9:45 am.

CARRIED UNANIMOUSLY

Original Signed

Chairperson

Original Signed

Administrator