

**NORTH RED DEER RIVER WATER SERVICES COMMISSION  
MEETING MINUTES  
December 6, 2021**

**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  
Sandra Lund, CAO, Town of Ponoka  
Matthew Goudy, CAO, City of Lacombe  
Preston Weran, Director of Infrastructure and Property Services,  
Town of Blackfalds  
Danielle Nealon, Administration Assistant, City of Lacombe  
Angela Smith, Regional Utilities Foreman, City of Lacombe

**Guest:** Mayor Kevin Ferguson, Town of Ponoka

**Regrets:** Myron Thompson, CAO, Town of Blackfalds  
Charlie Cutforth, CAO, Ponoka County  
Tim Timmons, County Manager, Lacombe County  
Michael Minchin, Director of Corporate Services, Lacombe County  
Tracey McKinnon, Senior Manager of Finance, City of Lacombe  
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 9:00 am.*

**2. Adoption of the Regular Meeting Agenda**

*MOVED by Mayor Hoover that the regular meeting agenda for December 6, 2021, be adopted as presented.*

*CARRIED UNANIMOUSLY*

**3. Adoption of the Minutes:**

*MOVED by Councillor Ireland that the minutes for November 29, 2021, be adopted as amended.*

*CARRIED UNANIMOUSLY*

#### 4. Presentations

#### 5. Reports

#### 6. Old Business

##### 6.1. 2022 Water Rate Bylaw 3.7 (Bylaw 3 Amendment)

CAO Thompson presented Bylaw 3.7 for third reading, an amendment to Bylaw 3, for the 2022 Water Rate adjustment to members be set to \$2.14 per cubic meter and remove the customer rate.

*MOVED by Councillor Ireland that the Commission gives third reading to Bylaw 3.7 as presented.*

*CARRIED UNANIMOUSLY*

#### 7. New Business / Emergent Items:

##### 7.1. Signing Authority

CAO Thompson informed the Commission that with the departure of one of the signing officers, a replacement for signing authority is needed for continued operations of the Commission. The signing authorities are to be selected by name and signatures added to the Commissions' signature cards.

*MOVED by Councillor Matejka that the Board directs Administration to replace the list of approved officers for the North Red Deer River Water Services Commission authorized to execute cheques, promissory notes, bills of exchange, and other instruments, whether negotiable or not, on behalf of the Commission with the following:*

*Chair: Grant Creasey  
Vice-Chair: Clayton Nelson*

*CAO Jordan Thompson  
Alternate: Matthew Goudy  
Alternate: Tracey McKinnon*

*CARRIED UNANIMOUSLY*

#### 8. Next Meeting:

Monday, April 4, 2022 at 9:00 am, City of Lacombe Council Chambers

**9. Adjournment:**

*MOVED by Vice-Chair Nelson to adjourn the meeting at 9:07 am.*

*CARRIED UNANIMOUSLY*

Original Signed  
Chairperson

Original Signed  
Administrator