

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
February 17, 2026

In Attendance: John Ireland, NRDRWSC Chair, Lacombe County Reeve
Clayton Nelson, NRDRWSC Vice-Chair, Town of Ponoka Councillor
Jim Sands, NRDRWSC Director, Town of Blackfalds Cllr (*REMOTE*)
Kim Proud, NRDRWSC Director, City of Lacombe Councillor
Mark Matejka, NRDRWSC Director, Ponoka County Councillor

Others Present: Jordan Thompson, NRDRWSC Manager
Cheryl Littlechild, Councillor, Ermineskin Cree Nation
Craig Mackinaw, Councillor, Ermineskin Cree Nation
Matthew Goudy, CAO, City of Lacombe
Doug Halldorson, Director of Operations, City of Lacombe
Jeff Edgington, Manager of Operations, Town of Ponoka (*REMOTE*)
Chris Huston, Manager of Utilities, City of Lacombe
Amber Mitchell, Acting Manager of Planning, City of Lacombe
Iwalani Post, NRDRWSC Executive Assistant

Regrets:

Guests: Alberta Frootman, MPA, RPP, Principal, Localis
Michelle Tetreault, BA, Administrative Support, Localis
Richard Jones, K.C., Brownlee LLP

1. Call to Order:

Chair Ireland called the meeting to order at 8:56 am.

2. Adoption of the Regular Meeting Agenda:

MOVED by Director Matejka that the regular meeting agenda for February 17, 2026, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes:

MOVED by Vice-Chair Nelson that the minutes for December 15, 2025, Regular Meeting be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentations

5. Reports:

5.3. Waterline Extension Project Management Team Report

Albert Frootman presented the Waterline Extension Project report. The project continues to advance largely on schedule. Agreements and contracts for professional services have been signed. Construction is anticipated to begin in Q4 2026. Focus areas for the next month include background study startup, contract finalization, member agreement and bylaw drafting, stakeholder consultation, and continued risk monitoring and financial planning priorities.

Richard Jones presented further information on the Commission bylaw changes, an interim ECM membership agreement, and a review of version 6 draft of the updated Membership Agreement for Existing Members.

6. New Business:

6.1. Waterline Extension Onboarding Committee Recommendations

Manager Thompson presented recommendations from the Onboarding Committee, outlined in the Project Management Team presentation, regarding the Interim ECN Membership Agreement, revised bylaws, and the revised Membership Agreement for Existing Members.

MOVED by Vice-Chair Nelson that the Commission direct Administration to finalize and execute the Interim ECN Membership Agreement as proposed

CARRIED UNANIMOUSLY

MOVED by Director Proud that the Commission direct Administration to prepare and provide to the Directors and Members the revised bylaws (Governance, Operational, and Terms of Service) to replace Bylaw 1, for feedback and consideration by September 2026.

CARRIED UNANIMOUSLY

MOVED by Vice-Chair Nelson that the Commission direct Administration to prepare and provide to the Directors and Members the revised membership agreements for existing members consideration by September 2026.

CARRIED UNANIMOUSLY

6.2. 2026 Revised Schedule of Meetings

Manager Thompson presented proposed amendments to the regular Commission meeting dates to allow for a March 23rd, 2026 meeting to discuss bylaw restructuring and revised membership agreements, and to reschedule the June meeting due to scheduling conflicts.

MOVED by Director Proud that the Commission approve the Revised Regular Commission Meeting dates for 2026 as presented.

CARRIED UNANIMOUSLY

6.3. Remuneration and Mileage Allowance Policy

MOVED by Vice-Chair Nelson that the Commission postpone item 6.3 to the March 23rd, 2026, meeting.

CARRIED UNANIMOUSLY

7. Correspondence

8. In Camera:

8.1. Legal (ATIA Section 20)

Not presented as information was not available at the time of the Commission meeting.

9. Next Meeting:

Monday, March 23rd, 2026, at 9:00 am, City of Lacombe Council Chambers.

Adjournment:

MOVED by Director Matejka to adjourn the regular meeting at 10:11 am.

CARRIED UNANIMOUSLY

Chairperson

Manager