

**NORTH RED DEER RIVER WATER SERVICES COMMISSION**  
**MEETING MINUTES**  
**June 19, 2023**

**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  
Matthew Goudy, CAO, City of Lacombe  
Sandra Lund, CAO, Town of Ponoka  
Councillor Ken Weenink, Lacombe County  
Preston Weran, Director of Infrastructure and Property Services,  
Town of Blackfalds  
Tracey McKinnon, Senior Manager of Finance, City of Lacombe  
Amber Mitchell, Engineering Manager, City of Lacombe  
Angela Smith, Regional Utilities Foreman, City of Lacombe  
Iwalani Post, Administrative Assistant, City of Lacombe

**Guests:**

**Regrets:** Justin DeBresser, Acting CAO, Town of Blackfalds  
Charlie Cutforth, CAO, Ponoka County  
Tim Timmons, County Manager, Lacombe County  
Michael Minchin, Director of Corporate Services, Lacombe County  
Chris Huston, Utilities Manager, City of Lacombe

**1. Call to Order:**

*Chair Creasey called the meeting to order at 11:02 am.*

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

*MOVED by Councillor Ireland that the regular meeting agenda for June 19, 2023, be adopted as presented.*

*CARRIED UNANIMOUSLY*

**3. Adoption of the Minutes:**

**3.1. Regular Meeting Minutes of April 3, 2023**

*MOVED by Mayor Hoover that the minutes for April 3, 2023, be adopted as amended.*

*CARRIED UNANIMOUSLY*

**4. Presentations**

## 5. Reports

### 5.1. Administrator

CAO Thompson presented the Administration Report highlighting a meeting with the CAO of the South Red Deer Regional Wastewater Commission, discussions with representatives from the Louis Bull Tribe regarding potential regional connection and an invitation for Louis Bull representatives to attend future Commission board meetings.

YTD Water volumes are higher than 2022 levels by 5.57% and expenses are 3.74% lower than budgeted. The Commission has a YTD net deficit of approximately \$76K, of which \$33K is related to the water system expansion.

Operations implemented a weed maintenance control plan and are developing a reservoir drawdown plan in consultation with local operators.

*MOVED by Councillor Ireland to accept the June 19, 2023 Administrator Report as information.*

*CARRIED UNANIMOUSLY*

### 5.2 Chair

Chair Creasey provided a verbal report of his communication with another member of Maskwacis and directed them to the Commission website for further information and board meeting dates.

*MOVED by Councillor Matejka to accept the June 19, 2023 Chair Reports as presented.*

*CARRIED UNANIMOUSLY*

## 6. Old Business

## 7. New Business / Emergent Items

## 8. In Camera:

*MOVED by Vice-Chair Nelson to move In Camera at 11:09 am.*

*CARRIED UNANIMOUSLY*

*MOVED by Mayor Hoover that the Commission return to Open Meeting at 12:06 pm.*

*CARRIED UNANIMOUSLY*

*MOVED by Vice-Chair Nelson that the Commission directs the Administration to return the updated project plan, and final waterline extension MOU with ECN, and Grant Agreement with Alberta for the Commission's consideration at a future meeting.*

*CARRIED UNANIMOUSLY*

*MOVED by Councillor Ireland that the Commission directs the Administration to finalize the ECN membership and water supply agreements for the Commission's consideration at a future meeting.*

*CARRIED UNANIMOUSLY*

*MOVED by Vice-Chair Nelson that the Commission directs the Administration to cap the Commission unreimbursed waterline extension costs to \$150,000 and then project is put on hold.*

*CARRIED UNANIMOUSLY*

**9. Next Meeting:**

Monday, September 18<sup>th</sup>, 2023, at 9:00 am, City of Lacombe Council Chambers

**Adjournment:**

*MOVED by Councillor Matejka to adjourn the meeting at 12:09 pm.*

*CARRIED UNANIMOUSLY*

**ORIGINAL SIGNED**

Chairperson

**ORIGINAL SIGNED**

Administrator