

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
June 20, 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
Sandra Lund, CAO, Town of Ponoka
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

Guests: Joel Sawatzky, Stantec Consulting Ltd.
Todd Simenson, Stantec Consulting Ltd

Regrets: Myron Thompson, CAO, Town of Blackfalds
Charlie Cutforth, CAO, Ponoka County
Michael Minchin, Director of Corporate Services, Lacombe County
Chris Huston, Utilities Manager, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe
Angela Smith, Regional Utilities Foreman, 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 Vice-Chair Nelson that the regular meeting agenda for June 20, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of the Minutes:

MOVED by Councillor Ireland that the minutes for April 4, 2022, be adopted as amended.

CARRIED UNANIMOUSLY

4. Presentations

5. Reports

5.1. Administrator

CAO Thompson presented the Administration Report highlighting the rescheduling of the Board of Directors Training date of October 21, 2022. Missing road allowance agreements were identified between the Commission and all its participating municipalities, with the exception of Lacombe County. The Waterline extension project remains in phase 2 of the project plan. Revenues and expenses are lower than budgeted just over 10% and 14.5%, with a net surplus of approximately \$29,000.

MOVED by Mayor Hoover to accept the June 20, 2022, Administration Report as information.

6. Old Business

7. New Business / Emergent Items:

7.1. Management and Operations Service Contract

CAO Thompson presented the upcoming Management and Operations Services Contract that will ending December 31, 2022 and the City of Lacombe's intent to seek renewal and commence negotiations between September and October. Inflationary pressures and continuous improvements of its service will require and increase to the services contract value.

MOVED by Councillor Matejka that the Commission accepts the Management and Operations Services Contract report as information.

CARRIED UNANIMOUSLY

8. Correspondence

8.1. City of Red Deer True-Up

CAO Thompson presented correspondence from the City of Red Deer regarding the 2021 True-up for the Water Supply Agreement. NRDRWSC's actual cost allocated for 2021 and the actual consumption resulted in an overpayment of \$402,800 from the Commission, but it does not exceed the 10% true-up threshold in the water services agreement, therefore no amount is owed to the Commission. Based on the rate used in the agreement, the Commission has overpaid a total of approximately \$1.2 Million in the past then years, with only 3 of the last 10 years triggering an actual true-up payment.

MOVED by Vice-Chair Nelson accepts the City of Red Deer True-Up letter of correspondence as information.

CARRIED UNANIMOUSLY

9. In Camera

10. Next Meeting:

Monday, September 19, 2022, at 9:00 am, City of Lacombe Council Chambers

Adjournment:

MOVED by Councillor Ireland to adjourn the meeting at 9:23 am.

CARRIED UNANIMOUSLY

ORIGINAL SIGNED

Chairperson

ORIGINAL SIGNED

Administrator