

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
June 17, 2024

In Attendance: Councillor John Ireland, NRDRWSC Vice-Chair, Lacombe County
Mayor Jamie Hoover, NRDRWSC Director, Town of Blackfalds
Councillor Mark Matejka, NRDRWSC Director, Ponoka County -
(REMOTE)

Others Present: Jordan Thompson, NRDRWSC Manager, City of Lacombe
Sandra Lund, CAO, Town of Ponoka
Tim Timmons, County Manager, Lacombe County
Preston Weran, Director of Infrastructure and Planning Services,
Town of Blackfalds
Tracey McKinnon, Senior Manager of Finance, City of Lacombe
Michael Levia, Finance Analyst, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe *(REMOTE)*
Iwalani Post, NRDRWSC Administrative Assistant, City of Lacombe

Guests:

Regrets: Mayor Grant Creasey, NRDRWSC Chair, City of Lacombe
Councillor Clayton Nelson, NRDRWSC Director, Town of Ponoka
Peter Hall, CAO, Ponoka County
Kim Isaak, CAO, Town of Blackfalds
Matthew Goudy, CAO, City of Lacombe
Michael Minchin, Director of Corporate Services, Lacombe County
Chris Huston, Manager of Utilities, City of Lacombe
Matt Sawitsky, Operator, City of Lacombe
Denise Bellabono, Legislative Coordinator, City of Lacombe

1. Call to Order:

Vice-Chair Ireland called the meeting to order at 9:55 am.

2. Adoption of the Regular Meeting Agenda:

MOVED by Councillor Matejka that the regular meeting agenda for June 17, 2024, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of the Minutes:

3.1. Regular Meeting Minutes of April 8, 2024

MOVED by Mayor Hoover that the minutes for April 8, 2024, be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentations

5. Reports:

5.1. Administration

Manager Thompson presented the Administration Report highlighting the progress of the Water Sharing Agreement MOU Signatories working group. The report and outcome of those meetings have been posted online. The group has unanimously decided not to activate the Water Sharing Agreement at this time, due to improved water basin conditions.

The Waterline Extension Project grant agreement has been executed by Transportation and Economic Corridors (TEC). Stantec continues to update the feasibility study and has met with TEC representative to review findings so far. A Commission Board representative will be required, by September, to participate in a technical committee and governance committee. It was noted that Montana First Nations is still interested in pursuing membership in NRDRWSC.

Financials were provided for January to April 2024. Water volumes are 1.35% higher than 2023, revenue is lower than budgeted by 6.74%, and expenses are 8.86% lower than budgeted amounts. The Commission is showing a net surplus of approximately \$14K.

MOVED by Mayor Hoover to accept the June 17, 2024, Administration Report as information.

CARRIED UNANIMOUSLY

6. New Business / Emergent Items:

6.1. Request for Funding Rate Modelling Support

Manager Thompson presented information to support the request to fund a Utility Rate Model Review with KPMG, the City of Red Deer, NRDRWSC, and NRDRWWSC. Administration is requesting that NRDRWSC funds up to \$40K, noting that NRDRWWSC will be requested to fund up to \$20K for the review. Manager Thompson invited the board to appoint a Director or other representative(s) to join him on the Joint Steering Committee. No other representative was appointed at this time.

MOVED by Mayor Hoover that the Commission authorizes up to \$40,000 from the Operating Reserve to fund Part 1 of the Utility Rate Model Review as proposed.

CARRIED UNANIMOUSLY

6.2. Water Restriction Policy Engagement Options.

Manager Thompson presented three different water restriction policy engagement options for updating the Commission's Water Restriction Policy as per the Board's direction at the April 8, 2024 regular meeting.

MOVED by Mayor Hoover that the Commission approve the Express engagement option for the water restriction policy update.

CARRIED UNANIMOUSLY

7. Correspondence:

7.1. City of Red Deer, 2023 True-Up Letter

Each year, the City of Red Deer reviews actual costs and usage for the region. If actual usage and costs result in a variance of more than 10%, a “true-up” amount will be charged or paid to reconcile the difference. The 2023 variance does not exceed 10% of the budget, therefore no amount is owing to or by the City of Red Deer.

MOVED by Councillor Matejka that the Commission accept the correspondence as information.

CARRIED UNANIMOUSLY

8. In Camera

9. Next Meeting:

Monday, September 16th, 2024, at 9:00 am, City of Lacombe Council Chambers

Adjournment:

MOVED by Councillor Matejka to adjourn the meeting at 10:36 am.

CARRIED UNANIMOUSLY

ORIGINAL SIGNED

Chairperson

ORIGINAL SIGNED

Manager