

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
October 3, 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

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
Chris Huston, Utilities Manager, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe
Iwalani Post, Administrative Assistant, City of Lacombe

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

Regrets: Mayor Jamie Hoover, Town of Blackfalds
Myron Thompson, CAO, Town of Blackfalds
Charlie Cutforth, CAO, Ponoka County
Michael Minchin, Director of Corporate Services, Lacombe County
Angela Smith, Regional Utilities Foreman, City of Lacombe

1. Call to Order:

Chair Creasey called the meeting to order at 8:59 am.

2. Adoption of the Regular Meeting Agenda

MOVED by Vice-Chair Nelson that the regular meeting agenda for October 3, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of the Minutes:

MOVED by Councillor Ireland that the minutes for June 20, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentations

5. Reports

5.1. Administrator

CAO Thompson presented the Administration Report confirming the NRDRWSC & NRDRWWSC Orientation, Regional Services Commission Board of Directors Training with lunch and a tour of the NRDRWWSC facilities on October 21, 2022. The Waterline Extension Project remains in Phase of 2 of the project plans. The Ermineskin Cree Nation (ECN) is seeking clarification from the Province. The legal teams are discussing an interim agreement which will allow the project to proceed. The commission's legal counsel may attend the next meeting to provide an update and get Board feedback on the interim agreement. Revenue and expenses are slightly lower than budgeted by 3.83% and 6.42%, with a net surplus of approximately \$43,000 being projected. Operations has meter verification testing scheduled for October.

MOVED by Councillor Matejka to accept the October 3, 2022, Administration Report as information.

CARRIED UNANIMOUSLY

6. Old Business

7. New Business / Emergent Items:

7.1. Management and Operations Service Contract

CAO Thompson presented for renewal, the Management and Operations Services Contract proposal from the City of Lacombe. Inflationary pressures, pending system expansion, and continuous improvements of its service will require an increase in the service's contract value. The increase will not impact rates, but the commission will phase into the cost-of-service rate structure one year earlier than estimated – in 2032. Four options were outlined, accepting the proposal, amendments to the proposal, requesting proposals from member municipalities, or issuing an open and competitive Request for Proposal.

MOVED by Councillor Ireland to move In Camera at 9:21 am.

CARRIED UNANIMOUSLY

MOVED by Councillor Matejka that the Commission return to Open Meeting at 10:00 am.

CARRIED UNANIMOUSLY

MOVED by Vice-Chair Nelson that the Commission direct Administration to request revisions to the City of Lacombe proposal as discussed In Camera, for the Board's consideration at its next regular meeting.

CARRIED UNANIMOUSLY

8. Correspondence

9. In Camera

10. Next Meeting:

Monday, November 7, 2022, at 9:00 am, City of Lacombe Council Chambers

Adjournment:

MOVED by Vice-Chair Nelson to adjourn the meeting at 10:06 am.

CARRIED UNANIMOUSLY

ORIGINAL SIGNED

Chairperson

ORIGINAL SIGNED

Administrator