

NORTH RED DEER RIVER WATER SERVICES COMMISSION
MEETING MINUTES
September 16, 2024

In Attendance: Mayor Grant Creasey, NRDRWSC Chair, City of Lacombe
Councillor John Ireland, NRDRWSC Vice-Chair, Lacombe County
Councillor Clayton Nelson, NRDRWSC Director, Town of Ponoka
Mayor Jamie Hoover, NRDRWSC Director, Town of Blackfalds
Councillor Mark Matejka, NRDRWSC Director, Ponoka County

Others Present: Jordan Thompson, NRDRWSC Manager, City of Lacombe
Peter Hall, CAO, Ponoka County
Matthew Goudy, CAO, City of Lacombe
Preston Weran, Director of Infrastructure and Planning Services, Town of Blackfalds
Tracey McKinnon, Manager of Finance, City of Lacombe
Michael Levia, Financial Analyst, City of Lacombe (*REMOTE*)
Phil Bevans, Acting Engineering Manager, City of Lacombe
Chris Huston, Manager of Utilities, City of Lacombe
Iwalani Post, NRDRWSC Administrative Assistant, City of Lacombe

Guests: Joe Ireland, P.Eng, Civil Engineer, Stantec Consulting Ltd.
Todd Simenson, P.Eng, FEC, FSS (Hon), ENV SP, Project Manager, Stantec Consulting Ltd.
Richard Jones, KC, Litigation, Municipal, Environmental & Utility Regulation, Brownlee LLP

Regrets: Sandra Lund, CAO, Town of Ponoka
Kim Isaak, CAO, Town of Blackfalds
Tim Timmons, County Manager, Lacombe County
Michael Minchin, Director of Corporate Services, Lacombe County
Angela Smith, Regional Utilities Foreman, City of Lacombe
Matt Sawitsky, Operator, City of Lacombe
Denise Bellabono, Legislative Coordinator, City of Lacombe

1. Call to Order:

Chair Creasey called the meeting to order at 8:58 am.

2. Adoption of the Regular Meeting Agenda:

MOVED by Vice-Chair Ireland that the regular meeting agenda for September 16, 2024, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of the Minutes:

3.1. Regular Meeting Minutes of June 17, 2024

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

CARRIED UNANIMOUSLY

4. Presentations

4.1. Waterline Extension Feasibility Study Update – Stantec Consulting Ltd.

Mr. Ireland and Mr. Simenson of Stantec Consulting Ltd presented the design criteria for the extension and outlined the rationale for future water demands. Mr. Ireland presented five potential pipeline alignments, Highway 2A Alignment (recommended), West Alignment, Central-East Alignment, East Alignment, and Central Alignment with an emphasis on the Highway 2A Alignment being the top-ranked alignment. Opinion of probable costs was also presented with the estimated engineering and construction cost for the Highway 2A alignment being \$54 million.

MOVED by Councillor Matejka to accept the Waterline Extension Feasibility Study Update as information.

CARRIED UNANIMOUSLY

5. Reports:

5.1. Administration

Manager Thompson presented the Administration Report highlighting the progress of the three major scopes of work currently underway. Drought monitoring continues and the reservoir is currently at 100% capacity with Environment Canada predicting normal precipitation for 2025. The Waterline Extension's current cost estimate is \$53.184M. The grant agreement caps at \$38.9M but the grant agreement states that the Commission will not advance the project to tendering and construction until there is sufficient funding from Alberta to finish the project. The Joint Steering Committee has held a kickoff meeting to initiate the rate review process with the City of Red Deer. The next meeting is scheduled for late September. The main concerns for the Commission are rate instability, subsidizing Red Deer ratepayers, and capital uncertainty.

Financials were provided for January to July 2024. Water volumes are 0.29% higher than 2023, revenue is lower than budgeted by 0.19%, and expenses are 0.60% higher than budgeted amounts. The Commission is showing a net deficit of approximately \$27K due to a higher than budgeted rate from the City of Red Deer.

MOVED by Mayor Hoover to accept the September 16, 2024, Administration Report as information.

CARRIED UNANIMOUSLY

6. New Business / Emergent Items

7. Correspondence

8. In Camera:

MOVED by Vice-Chair Ireland to move In Camera with Administrative Staff attending (CAO Goudy, Manager McKinnon, Analyst Levia, Manager Huston, Acting Manager Bevans and Assistant Post) at 9:45 am.

CARRIED UNANIMOUSLY

Councillor Matejka left the meeting at 10:55 am.

MOVED by Vice-Chair Ireland to return to Open Meeting at 11:01 am.

CARRIED UNANIMOUSLY

MOVED by Councillor Nelson that the Commission approve the Memorandum of Understanding: Regional Water Transmission Pipeline Extension and Water Supply to ECN Reserve as presented.

CARRIED UNANIMOUSLY

MOVED by Councillor Nelson that the Commission appoint Chair Grant Creasey to the Waterline Extension Onboarding Committee.

CARRIED UNANIMOUSLY

MOVED by Vice-Chair Ireland that the Commission appoint Director Clayton Nelson to the Waterline Extension Technical Committee.

CARRIED UNANIMOUSLY

MOVED by Councillor Matejka that the Commission directs Administration to notify Alberta that it requires a decision within 30 days on the procurement of a qualified general engineering consultant for the waterline extension AND that the Commission directs Administration to follow Alberta's procurement recommendation.

CARRIED UNANIMOUSLY

9. Next Meeting:

Monday, November 4th, 2024, at 9:00 am, City of Lacombe Council Chambers.

Adjournment:

MOVED by Councillor Nelson to adjourn the meeting at 11:05 am.

CARRIED UNANIMOUSLY

ORIGINAL SIGNED

Chairperson

ORIGINAL SIGNED

Manager