North Red Deer Regional Wastewater Services Commission
5432-56 Avenue, Lacombe AB T4L1E9 Tel: (403)782-1254 Fax: (403)782-5655 mgoudy@lacombe.ca

September 26, 2016
Time 10:00 am-11:00am

COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

Members: Mayor Steve Christie, Chairperson, Mayor, City of Lacombe
Mayor Melodie Stol, Vice Chairperson, Mayor, Town of Blackfalds
Councillor Ken Wigmore, Lacombe County

Others: Matthew Goudy, CAO - NRDRWWC
Norma MacQuarrie, CAO, City of Lacombe
Myron Thompson, CAO, Town of Blackfalds
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Terry Hager, County Commissioner, Lacombe County
Keith Boras, Manager of Environmental & Protective Services, Lacombe County
John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.

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

AGENDA

1. Call to Order

2. Adoption of Agenda

3. Adoption of Previous Minutes

   August 15, 2016

4. Operator

5. Expropriation of [redacted]

North Red Deer Regional Wastewater Services Commission
5432-56 Avenue, Lacombe AB T4L1E9 Tel: (403)782-1254 Fax: (403)782-5655 mgoudy@lacombe.ca

6. Municipal Land Transfer

7. Engineers Report

8. Next Meeting Date

   - October17, 2016 at 10:00 AM in the City of Lacombe Council Chambers

9. Adjournment

Attachments:

NRDRWWSC Minutes_Draft – August 15, 2016

Expropriation Map 293I9IOP3-new

Expropriation Pipeline Route Sketch – by [redacted]

MLT 29319TN3, MLT 29319TN4_LAC, MLT 293I9IOP27, MLT 29319TN3_BF-LS, MLT 29319TN_LAC-LS_CLIP, MLT

Engineer's Report September 23, 2016

North Red Deer Regional Wastewater Services Commission

REGIONAL WASTERWATER MEETING MINUTES
August 15, 2016

COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

Members: Mayor Steve Christie, Chairperson, Mayor, City of Lacombe
Mayor Melodie Stol, Vice Chairperson, Mayor, Town of Blackfalds
Councillor Ken Wigmore, Lacombe County

Others: Matthew Goudy, CAO - North Red Deer Regional Wastewater Services Commission, Director of Planning & Operations, City of Lacombe
Myron Thompson, CAO, Town of Blackfalds

Norma MacQuarrie, CAO, City of Lacombe
Tim Timmons, Manager of Corporate Services, Lacombe County
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.
Denise Bellabono, Recording Secretary, City of Lacombe

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

Regrets: Terry Hager, County Commissioner, Lacombe County
Keith Boras, Manager of Environmental & Protective Services, Lacombe County

DRAFT

1. Call to Order:

Chairperson Christie called the meeting to order at 9:00am.

2. Adoption of the Agenda:

MOVED by Vice Chairperson Stol that the agenda for August 15, 2016 be adopted as presented.

CARRIED

3. Adoption of Previous Minutes

June 27, 2016

MOVED by Councillor Wigmore that the minutes for June 27, 2016 be adopted as presented.

CARRIED

4. Business Plan

Administration presented the updates of the Business Plan, noting the updates were made to accommodate requests from Municipal Affairs.

Confirmation of the Yearly Wastewater Volume numbers (page 10) are to be made for Lacombe and Blackfalds and note on the plan that the 2018 volumes reflect half a year flow in comparison to a full year for 2019 and 2020. The communication plan will be looked into once funding has been approved and received, and all members will work collaboratively on how and when to release information to the public. Retail rates, (page 85) should include Blackfalds information added to the sense of impact of the projected rates on a typical household.

CAO Goudy will present to all respective council in September for rate recognition and the Business Plan The resolution will be sent out to Commission members prior to the presentations.

MOVED by Councillor Wigmore that the Commission adopt the Business Plan dated August 11, 2016 as amended.

CARRIED

5. Administration Agreement

Administration provided a draft copy of the NRDRWWSC Administration Agreement with the City of Lacombe, similar to that of the NRDRWSC Agreement, as financial services from the City of Lacombe has been provided to the Commission at zero cost to date. The agreement is proposed to start in 2017, which will allow for the Commission to include the fee in next year's budget. End period on the agreement is to be amended to reflect a 2 year term.

MOVED by Vice Chairperson Stol that the Commission accept the contract as amended and the Commission execute the agreement with the City of Lacombe.

CARRIED

6. Transmission Line Alignment

Administrator Van Doesburg informed the Commission of the obstacles that altered the transmission line alignment. The red areas identify where land access has been difficult or not achievable. Land acquisitions are moving along with all green areas. Until all land acquisitions are complete, final costs cannot be confirmed.

MOVED by Councillor Wigmore that the Commission accept the revised transmission line alignment as presented.

CARRIED

DRAFT

7. Engineers Report

Mr. Sawatzky undated the Commission with the land acquisitions and the lead on the transmission line alignment in which packages will be made up to take to landowners. The design progress is almost complete for the lift station in Blackfalds and will be issued for bids with a December 2016 completion, pending confirmation of provincial funding. The pipeline within the corporate city limits of Red Deer is waiting on a final decision from the City of Red Deer.

MOVED by Vice Chairperson Stol that the Commission accept the Engineer's Report of August 11, 2016 as information.

CARRIED

8. Next Meeting

The next meeting is scheduled for September 26, 2016 at 10:00am in the City of Lacombe Council Chambers.

9. Adjournment:

MOVED by Councillor Wigmore that the North Red Deer Regional Wastewater Commission Regional Sewer meeting of August 15, 2016 be adjourned at 9:44am.

CARRIED

_____ _____

Chairperson Administrator

DRAFT

North Red Deer Regional Wastewater Services Commission

AGENDA REPORT

SUBJECT:	**Operational Responsibility of the Wastewater System**
PREPARED BY:	**John Van Doesburg, Administrator**
PRESENTED BY:	**Matthew Goudy, CAO**
DATE:	**September 18,2016**

PURPOSE:
To outline the alternatives for the operational responsibility of the NRDRWWSC wastewater system.

BACKGROUND:
The wastewater system requires daily operation by skilled professionals. The duties will include 24 hour monitoring, 365 days of the year, including operation of the system, daily inspection and maintenance of 2 major lift stations located in Lacombe and Blackfalds, Odour Management Facility, and 29 kms of wastewater line with air vents and valves. Additional duties will include crossing agreement supervision, locating of the regional wastewater line when required, emergency operation of the line during storm events, maintenance of equipment as per the Standard Operating Plans and reporting to Alberta Government

With the construction taking place in the next few months, the operator should be designated to assist in the operators understanding of the system during construction.

ISSUE ANALYSIS:
The commission has no designated operator at present. The operator will have to have a minimum of level 2 wastewater designation.

FINANCIAL IMPLICATIONS:
The operations of the line is the major cost of the operating budget and future performance of the line.

LEGISLATIVE AUTHORITY:
MGA

ALTERNATIVES:
1. The Commission prepares a RFP for Operational Services and advertises it for applications
2. The Commission prepares a RFP and forwards it to the Commission members for proposals
3. The Commission designates one of the member communities as the operator for the interim period

ATTACHMENTS: None

ACTION/RECOMMENDATION:

THAT Commission prepare the RFP and advertise it publicly for proposals.

North Red Deer Regional Wastewater Services Commission

AGENDA REPORT

SUBJECT:	**Expropriation of Land**
PREPARED BY:	**John Van Doesburg, Administrator**
PRESENTED BY:	**Matthew Goudy, CAO**
DATE:	**September 19, 2016**

PURPOSE:
To expropriate land for the purpose of construction of the regional wastewater line.

BACKGROUND:
The alignment of the regional wastewater line goes through [redacted] land located at the North end of Red Deer. Negotiation of the land has been on going for 3 months. The first item of concern was the route of the line through the property.

In conjunction with City of Red Deer, an alignment through the property that will meet the City of Red Deer's roadway design was deteremined. The Commission brokered a meeting with the City of Red Deer and [redacted] for a number of long-term outstanding issues between the parties. The regional wastewater line opens the property for development by designating a route for the roadway and wastewater serving to the property.

The last issue is the value of land for the property. The commission has an appraisal stating the value of the property as [redacted] per acre. [redacted] is requesting [redacted], which is what he is selling developed land in the other portion of his lands. Both parties have agreed that the difference is too great for a settlement and an outside party will have to determine the real value. [redacted] has agreed tentatively to a Section 30, which allows the commission on the property for construction and a third party will determine the value of the land.

ISSUE ANALYSIS: N/A

FINANCIAL IMPLICATIONS:

The financial implication is that the commission will be responsible for [redacted] legal and expropriation costs such as an appraisal.

LEGISLATIVE AUTHORITY:
MGA

STRATEGIC/BUSINESS PLAN REFERENCE: N/A

ALTERNATIVES:
1. The Commission expropriate the property and enters in to a section 30 for the construction of the wastewater line, and relies on an outside third party for the value of the land
2. The Commission continues to negotiate with [redacted] until agreement can be made
3. The Commission selects an alternate route for the wastewater line

ATTACHMENTS:
Expropriation documents will be presented at the meeting

ACTION/RECOMMENDATION:

THAT Commission proceed with expropriation, via a section 30 agreement.

C. of T. S.E. 1/4 SEC. 3, TWP. 39, RGE. 27, W. 4th M.		
Owner(s): [redacted]	R/W Requirements	
	Acres	Hectares
REQUIRED FOR R/W	+/-3.16	+/-1.28
REQUIRED FOR TEMPORARY WORKSPACE	+/-3.78	+/-1.53
CERTIFICATE OF TITLE NO: 022 023 973+8		
LINC NO: 0029 177 995		

NRDRWWSC

North Red Deer Regional Wastewater Services Commission

Scale: 1:5000 (Metres) 0 50 100 200

Stantec

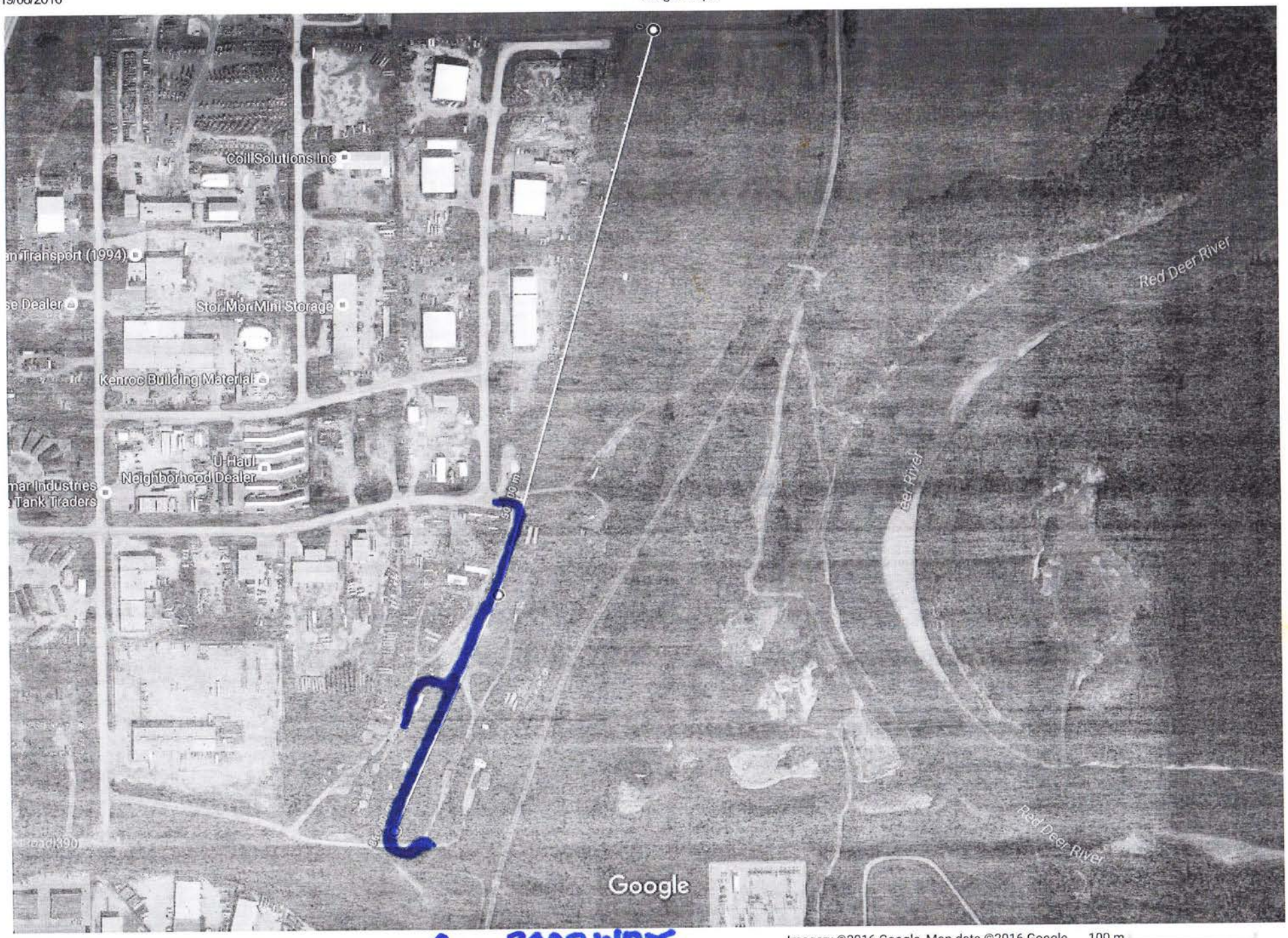
DATE	DWG	DRAWN BY
AUGUST, 2016	3	V.JOHNSON

Approved & Accepted this _____ **Day of** _____ **2016**

Owner _____ **Witness** _____

1. PIPELINE

Imagery ©2016 Google, Map data ©2016 Google 100 m



2. ROAD WAY

Imagery ©2016 Google, Map data ©2016 Google 100 m

North Red Deer Regional Wastewater Services Commission

AGENDA REPORT

SUBJECT:	**Transfer of Municipal Assets to NRDRWWSC**
PREPARED BY:	**John Van Doesburg, Administrator**
PRESENTED BY:	**Matthew Goudy, CAO**
DATE:	**September 18, 2016**

PURPOSE:
To construct the Regional Wastewater system, the Commission requires ownership of some municipal member assets. Specifically, a portion of the ponds presently being used by the municipalities for wastewater treatment.

BACKGROUND:
To improve the regional system and have a temporary system to relieve any major storm event or shut down of the line, equalization ponds are required as part of the design. The City of Lacombe and Town of Blackfalds have wastewater ponds that will act as critical components of the equalization system. As part of the government grant program municipal owned properties are not eligible as part of the grant funding.

FINANCIAL IMPLICATIONS:
The transfer of the land is at the cost of the Commission as there is no eligibility for grant funding

LEGISLATIVE AUTHORITY:
MGA allows for the transfer of property to Commission

STRATEGIC/BUSINESS PLAN REFERENCE: N/A

ALTERNATIVES:
1. The Lands for the equalization ponds is transferred the Commission from the municipalities
2. No Turn over of facilities and the equalization ponds are not constructed

ATTACHMENTS:

ACTION/RECOMMENDATION:

THAT Commission request that the City of Lacombe and Town of Blackfalds transfer the lands for the equalization ponds and the Commission is responsible for all costs of subdivision if required and transfer costs.

LOT F, PLAN 762 0836 **N.W. 1/4 SEC. 23, TWP. 39, RGE. 27, W. 4th M.**	**NRDRWWSC** North Red Deer Regional Wastewater Services Commission	Stantec
Owner(s): VILLAGE OF BLACKFALDS	R/W Requirements	
	Acres / Hectares	
REQUIRED FOR R/W	+/-2.36 / +/-0.955	
REQUIRED FOR TEMPORARY WORKSPACE	+/-2.57 / +/-1.04	
CERTIFICATE OF TITLE NO: 762 078 804	Scale: 1:3000 (Metres) 0 30 60 120	DATE: JULY, 2016 / DWG: 27 / DRAWN BY: V.JOHNSON
LINC NO: 0014 763 916		

Approved & Accepted this _____ **Day of** _____ **2016**

Owner _____ **Witness** _____

N.W. 1/4 SEC. 28,
TWP. 40, RGE. 26, W. 4th M.
R/W PLAN 102 0092
GOVERNMENT ROAD
R/W PLAN 072 0580
ALLOWANCE
PROPOSED
SEE DETAIL "A"
R/W PLAN 1576 EO
R/W PLAN 954 EO
PROPOSED LOT
0.223 ha.
20.00
41.12
20.00
54.27
54.27
20.00
41.12
20.00
N.E. 1/4 SEC. 29,
TWP. 40, RGE. 26, W.
4th M.
15.00
15.00
PROPOSED ACCESS R/W
0.339 ha.
DETAIL "A"
NOT TO SCALE
R/W PLAN 792 1515
PLAN 132 0013
PLAN 982 2336
19ER
22
21
20
2
3
17B
14
13A
11
10

Updated 16/09/09, 2:32 PM;By: VEJOHNSON

16 | 15 | 10 | LOT A | LOT B | PLAN 4393 KS | LOT C | 1 PLAN 982 2147 | 1 | 3 PLAN 012 2959 | 13MR | 8 | 14 15 16 17 18 19 20 21 22 23 24 | R/W PLAN 082 8476 | 25 | 26 | 13MR | 20 | 2 PLAN 072 7579

GOVERNMENT ROAD ALLOWANCE

6 PLAN 752 0046 | 5 | 4 1 | N.W. 23-39-27-4 | PLAN 094 0135 | 1 | 2 | 3 | 5 PLAN 132 0650

ROAD PLAN 3932 EU | ROAD WIDENING PLAN 082 4668 | R/W PLAN 102 0812 | R/W PLAN 8166 ET | R/W PLAN 092 9046 | R/W PLAN 5904 KS | R/W PLAN 772 0159 | R/W PLAN 102 0812 | R/W PLAN 062 8021

18 | 4 | 9 | 10MR | 11 | 17

PROPOSED ACCESS R/W

PROPOSED LOT
0.470 ha.

35.01 | 20.60 | 44.11 | 66.96 | 48.84 | 8.00 | 65.27

R/W PLAN 082 5373 | R/W PLAN 872 1924 | PROPOSED R/W | R/W PLAN 062 8021 | R/W PLAN 872 1924 | R/W PLAN 062 8021

REMAINDER OF LOT F
PLAN 762 0836

PLAN 082 5372

PLAN 152 1017 | R/W PLAN 882 1105 | ROAD

PLAN 092 4618

C. of T.
N.E. 1/4 SEC. 23,
TWP. 39, RGE. 27, W. 4th M.

R/W PLAN 1636 KS

1 | 2 PLAN 002 3207 | R/W PLAN 772 0159

C. of T.
N.E. 1/4 SEC. 23,
TWP. 39, RGE. 27,
W. 4th M.

NORTH

Town of Blackfalds
Tentative Plan of Proposed Subdivision
of
Lot F, Plan 762 0836
all within the
N.W. 1/4 SEC. 23, TWP. 39, RGE. 27, W. 4th M.

NOTE:
Area to be subdivided is outlined thus ——— containing 0.470 ha.

Prepared for:
NRDRWWSC

Stantec
#100, 4900-50th Street, Red Deer, AB T4N1X7
Ph:(403) 341-3320 Fx:(403) 342-0969

DRAWN BY: VJ
CHECKED BY: DK
SCALE: 1:3000
PROJECT #:113929319

SEPTEMBER, 2016

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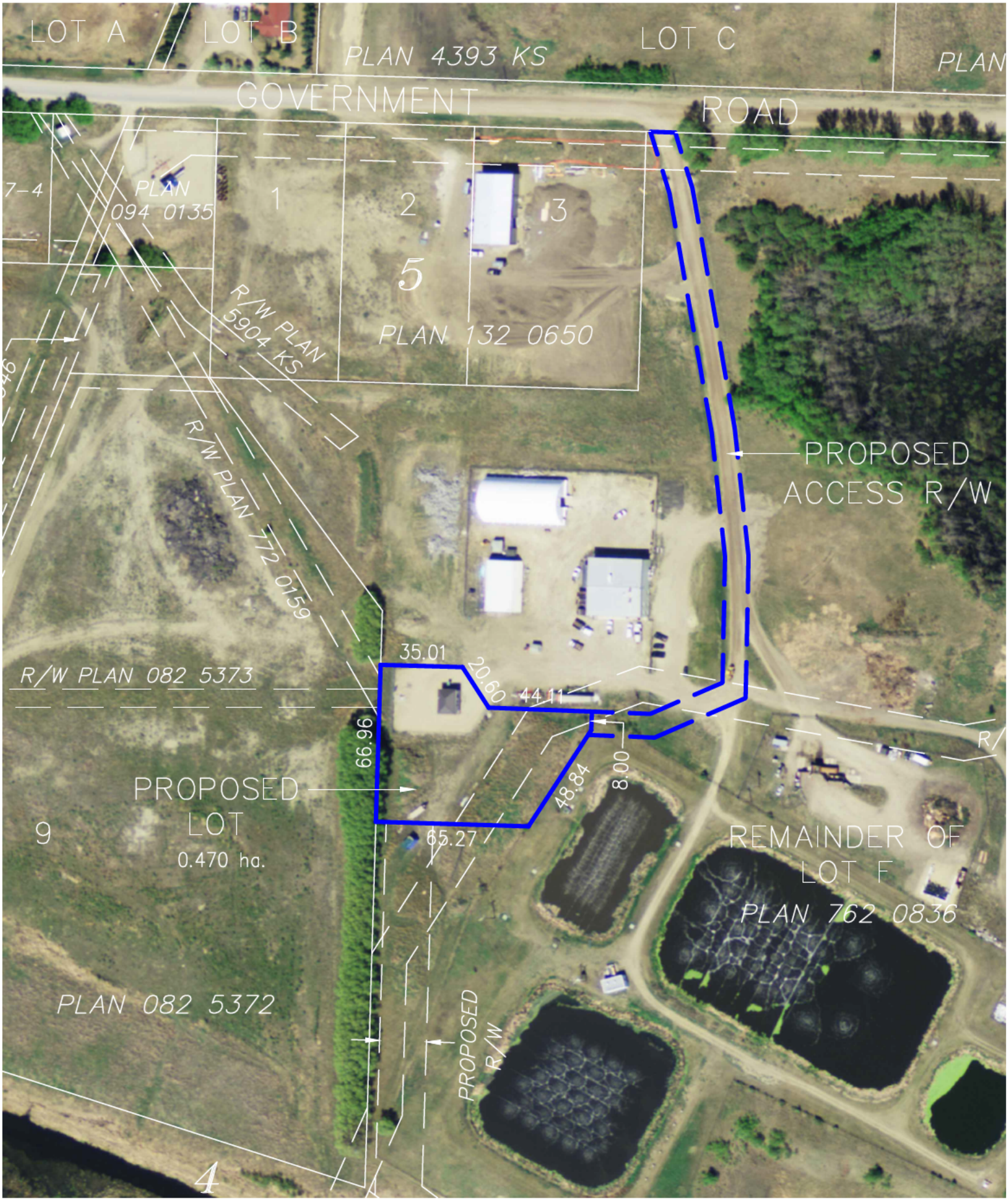
LOT A
LOT B
PLAN 4393 KS
LOT C
PLAN
GOVERNMENT
ROAD
7-4
PLAN
094 0135
1
2
3
5
PLAN 132 0650
R/W PLAN
5904 KS
R/W PLAN 772 0159
PROPOSED
ACCESS R/W
R/W PLAN 082 5373
35.01
20.60
44.11
66.96
48.84
8.00
R/
PROPOSED
LOT
0.470 ha.
9
65.27
REMAINDER OF
LOT F
PLAN 762 0836
PLAN 082 5372
PROPOSED
R/W
4

Updated 16/07/19, 1:05 PM;By: VEJOHNSON

PARCEL A

PLAN 1632 ET

N.W. 1/4 SEC. 28,
TWP. 40, RGE. 26, W. 4th M.

R/W PLAN 102 0092

GOVERNMENT ROAD ALLOWANCE

R/W PLAN 072 0580

PROPOSED R/W

2 1 PLAN 982 3616

SEE DETAIL "A"

R/W PLAN 1576 EO
R/W PLAN 954 EO

4 PLAN 062 3951

7 PLAN 052 5533

S.E. 1/4 SEC. 32,
TWP. 40, RGE. 26, W. 4th M.

NORTH

R/W PLAN 862 1583

R/W PLAN 762 2494

N.E. 1/4 SEC. 29,
TWP. 40, RGE. 26, W.
4th M.

PROPOSED LOT
0.223 ha.

20.00 41.12 20.00
54.27 54.27
20.00 41.12 20.00
15.00 15.00

PROPOSED ACCESS R/W
0.339 ha.

DETAIL "A"
NOT TO SCALE

22 21 3 2 1 PLAN 062 3951

53rd AVENUE

37th STR.

2 PLAN 132 0013

R/W PLAN 792 1515

20 19 14 13 12 11A

17 16 PLAN 072 8925

52nd AVENUE

S.E. 1/4 SEC. 32,
TWP. 40, RGE. 26,
W. 4th M.

HWY 2A

RAILWAY PLAN CE1

ROAD PLAN 4159 EU

18 20

PLAN 982 2336

17B 14 13A 11 10

19ER 3 6 9PUL

Lacombe County
Tentative Plan of Proposed Subdivision
of the
N.E. 1/4 SEC. 29, TWP. 40, RGE. 26, W. 4th M.

NOTE:
– Area to be subdivided is outlined thus ——— containing 0.223 ha.
– Area for access R/W is outlined thus – – – containing 0.339 ha.

Prepared for:
NRDRWWC

Stantec
#1100, 4900–50th Street, Red Deer, AB T4N1X7
Ph:(403) 341–3320 Fx:(403) 342–0969

DRAWN BY: VJ
CHECKED BY: DK
SCALE: 1:3000
PROJECT #:113929319

July, 2016

V:\1139\ACTIVE\113929319\05D_DRAWINGS_LEGAL\293197N3_LAC-LS.DWG

Engineer's Report
September 23, 2016
North Red Deer Regional Wastewater Services Commission (NRDRWWSC)

Submitted to: **North Red Deer Regional Wastewater Services Commission**
Matt Goudy, P.Eng. – CAO
John Van Doesburg – Project Manager

Submitted by: **Stantec Consulting Ltd. - Red Deer**
Per: Todd Simenson, P.Eng.
Joel Sawatzky, P.Eng.
Sam Fritz, Intern

FILE 113929319

1. Land Acquisition

a. The Field agent, Land Solutions, is currently conducting land acquisition negotiations and payments.

b. Individual Ownership Plans (IOP's) have been completed for the entire alignment.

c. Crossing Sketches for crossing agreements are in progress for pipelines, shallow utilities, railways and highways.

2. Field Investigations

a. Geotechnical – Field boreholes complete, reports to be submitted in the coming weeks

b. Environmental - Conservation and Reclamation (C&R) report to be submitted on September 30

c. Utility Locates – Complete

d. Topo Survey - Complete

3. Design Progress

a. The detailed design is underway for all contracts (two lift stations, odour management facility and pipelines) and the tendering and construction schedules are estimated as follows:

Table 1.0 - Tender and Construction Schedule

Contract	Tendering and Award Period	Construction and Commissioning
Contract 1 WWTP to OMF	Jan 3, 2017 – Feb 21, 2017	Feb 22, 2017 – Mar 31, 2018
Contract 2 Odour Management Facility	Oct 13, 2016 – Nov 24, 2016	Dec 2, 2016 – Dec 4, 2017
Contract 3 OMF to Blackfalds	Nov 15, 2017 – Dec 22, 2016	Jan 2, 2017 – Jan 2, 2018
Contract 4 Blackfalds Lift Station	Oct 4, 2016 – Nov 22, 2016	Nov 23, 2016 – Mar 31, 2018
Contract 5 Blackfalds to Lacombe	Jan 3, 2017 – Feb 21, 2017	Feb 22, 2017 – Mar 31, 2018
Contract 6 Lacombe Lift Station	Nov 15, 2016 – Dec 22, 2017	Jan 2, 2017 – Mar 31 2018

4. Technical Memos

a. Technical Memo 1: Wastewater Flow Projections – Complete & Adopted

b. Technical Memo 2: Pipeline Alignment Options – Complete & Adopted

c. Technical Memo 3: Odour – Complete

d. Technical Memo 4: Lift Stations – Complete

e. Technical Memo 5: Equalization Storage – Complete & Adopted

f. Technical Memo 6: NRD/CRD Shared Infrastructure – Complete & Adopted

g. Technical Memo 7: Pipeline Materials – Complete

h. Technical Memo 8: Opinion of Probable Costs
    i. This memo will remain un-finalized, with updates presented to the Tech Committee as necessary.

i. Technical Memo 9: Pipeline Hydraulics and Transient Analysis
    i. We are currently conducting a transient analysis of probable locations of Combination Air Release Valves (CAV's) along the final alignment.

j. Technical Memo 10: System Operation and Communications
    i. Draft Memo was submitted to Tech Committee on September 23 for review.

k. Technical Memo 11: Acquisition Strategy – Complete & Adopted

l. Technical Memo 12 - 15: Major Equipment Preselection
    i. #12 – Pumps – Accepted Sulzer (TDH) Pumps
    ii. #13 – Generator – Accepted Kohler Generators
    iii. #14 – MCC – Accepted General Electric MCC
    iv. #15 – Odour Control
        1. Blowers – Recommending Sulzer (TDH)
        2. Biofilters – Recommending BIOREM
        3. Chemical Injection – Recommending Evoqua (Siemens)