

REGIONAL WASTEWATER MEETING MINUTES

April 4, 2022

COUNCIL CHAMBERS

LACOMBE AB

In Attendance:

- Members:** Mayor Grant Creasey, Mayor, City of Lacombe
Mayor Jamie Hoover, Mayor, Town of Blackfalds
Councillor John Ireland, Councillor, Lacombe County
- Others:** Jordan Thompson, NRDRWWSC CAO
Denise Bellabono, Administrative Assistant, NRDRWWSC
Matthew Goudy, CAO, City of Lacombe
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Tim Timmons, County Manager, Lacombe County (*remote*)
Tracey McKinnon, Sr. Manager of Finance, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe
- Guests:** Joel Sawatzky, Stantec Consulting Ltd.
Todd Simenson, Stantec Consulting Ltd.
Alan Litster, CPA, CA, BDO Canada LLP
Ryan Wachter, CPA, CA, BDO Canada LLP
- Regrets:** Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Director of Corporate Services, Lacombe County
Amber Mitchell, Engineering Manager, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe

1. Call to Order:

Chair Creasey called the meeting to order at 10:01 am.

CARRIED UNANIMOUSLY

2. Adoption of the Regular Meeting Agenda:

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

CARRIED UNANIMOUSLY

3. Adoption of Previous Minutes:

3.1. Regular Meeting Minutes of December 6, 2021.

MOVED by Mayor Hoover that the minutes for December 6, 2021 meeting be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentations:

4.1 2021 Financial Statement – BDO Canada LLP

Mr. Litster and Mr. Wachter of BDO Canada LLP, reviewed the Auditor's Report and the 2021 Audited Financial Statements, comprising of the financial position as of December 31, 2021.

In summary:

- Financial statements present fairly, in all material respects, the financial position of the Commission as at December 31, 2021.
- Long-term debt payments for 2021 was \$187,231 at 3.304% debenture.
- Accumulated surplus shows operating reserves at \$400,000 and capital reserves at \$1,040,480.

5. Reports:

5.1 Administration

CAO Thompson presented the Administration report with an update on the Board of Directors Training and the topics to be included in the training. The 2022 January-February monthly gas costs are nearly double their average from 2019-2021, due to: an increased usage during the cold snap, the COVID-19 legislative relief of utility payment deferral, and increases in gas prices. Administration continues to monitor the utility expenses and will provide an update in June.

MOVED by Councillor Ireland that the Commission accept the Administration Report as information.

CARRIED UNANIMOUSLY

6. New Business / Emergent Items:

6.1 2021 Audit Statement

Sr. Manager McKinnon provided a follow up of the 2021 Audit presentation, highlighting that it differs slightly from the annual operating budget in terms of how the operating surplus is presented. The adjusted surplus of \$91,109 will be transferred to the capital reserve, with the Commissions' remaining debt capacity of approximately \$3.3 million, giving the ability to borrow.

MOVED by Mayor Hoover that the Commission approve the North Red Deer Regional Wastewater Services Commission 2021 Audited Financial Statement as presented.

CARRIED UNANIMOUSLY

6.2 Commission Plaque

Mr. Sawatzky presented the handover of the Commission Plaque with options for location to be determined after the tour of the facilities post Board of Directors training.

6.3 Pump Update

CAO Thompson presented an update on the two pumps, impellers inspected and pump one is now operating, with parts for pump two ordered and arriving at the end of April with the installation to be done by June. The Lacombe pump is estimated to be back in operation in July, all other pumps are in full operations

7. Next Meeting:

Monday, June 20, 2022, at 10:00 am, City of Lacombe Council Chambers.

8. Adjournment:

MOVED by Councillor Ireland that the North Red Deer Regional Wastewater Services Commission meeting of April 4, 2022, be adjourned at 10:37 am.

CARRIED UNANIMOUSLY

Original Signed

Original Signed

Chair

Administrator