

REGIONAL WASTEWATER MEETING MINUTES

June 22, 2020
COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

Members: Councillor Ken Wigmore, Chair, Councillor, Lacombe County
Mayor Richard Poole, Vice Chair, Mayor, Town of Blackfalds
Mayor Grant Creasey, Director, Mayor, City of Lacombe

Others: Jordan Thompson, Acting CAO, NRDRWWSC
Matthew Goudy, CAO, City of Lacombe
Tim Timmons, County Commissioner, Lacombe County
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Mauricio Reyes, Senior Manager of Financial Services, City of Lacombe
Amber Mitchell, Engineering Services Manager, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe
Denise Bellabono Administrative Assistant, NRDRWWSC

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

Regrets: Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Manager of Corporate Services, Lacombe County

1. Call to Order:

Chair Wigmore called the meeting to order at 10:23 am.

CARRIED UNANIMOUSLY

2. Adoption of the Agenda:

MOVED by Director Creasey that the agenda for June 22, 2020 be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of Previous Minutes

Regular Meeting of April 6, 2020

MOVED by Vice Chair Poole that the minutes for April 6, 2020 meeting be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentation

5. Reports

5.1 Finance Quarter 2 Report

Senior Manager Reyes presented to the Commission a variance report on operational revenue and expenditures end January-May 2020 with the consumption from the past 6 months just above the consumptions in 2019. The Commission will be on budget once the next two months revenue and expenditures are reported with the surplus to go to miscellaneous expenses. Based on the history and the 2019 budget being over, there will be an increase to the 2021 budget request on the 2021 Budget and for additional funds to cover the cost in the Blackfalds facility and the increase in utilities.

MOVED by Director Creasey that the Commission accept the January-May 2020 Financial Report as information.

CARRIED UNANIMOUSLY

5.2 Operational Report

Manager Huston presented the operational report for May 21, 2020 with highlighting the City of Red Deer reporting higher than normal flows into the Wastewater Treatment Plant during heavy rain. Commission operators diverted the water and took other actions to rectify the high flows. General deficiency tracking and warranty still being coordinated with Stantec, new pumps are still sitting in China and have passed quality control checks, estimated deliver may be in August. General Warranty & Deficiencies Tracking continue to be investigated and worked on with manufacturers and insurance adjustors with assistance from Stantec representatives. Limited pressure testing is being coordinated with Hamm Construction and Stantec prior to warranty signoff due to reports of persistent ponding in a landowner's field.

MOVED by Vice Chair Poole that the Commission accept the Operational Monthly Report of June 22, 2020 as information.

CARRIED UNANIMOUSLY

6. Old Business

7. New Business / Emergent Items

7.1 Commission Administrative Templates

Acting-CAO Thompson presented administration templates for the Commission's input and feedback.

MOVED by Director Creasey that the Commission accept the changes to the administrative templates as information.

CARRIED UNANIMOUSLY

8. Correspondence

9. Next Meeting:

Monday, September 21, 2020 at 10:00 am, City of Lacombe Council Chambers.

10. Adjournment:

MOVED by Vice Chair Poole that the North Red Deer Regional Wastewater Services Commission meeting of June 22, 2020 be adjourned at 10:46 am.

CARRIED UNANIMOUSLY

____Original Signed____
Chair

____Original Signed____
Administrator