

REGIONAL WASTEWATER MEETING MINUTES

March 12, 2018

COUNCIL CHAMBERS

LACOMBE AB

In Attendance:

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

Others: Matthew Goudy, CAO, NRDRWWSC
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Michael Minchin, Manager of Corporate Services, Lacombe County
John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.
Justin de Bresser, Acting Chief Financial Officer, 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
Keith Boras, Manager of Environmental & Protective Services, Lacombe County

1. Call to Order:

Chair Wigmore called the meeting to order at 9:02am.

CARRIED

2. Adoption of the Agenda:

MOVED by Vice Chair Creasey that the agenda for March 12, 2018 be adopted as amended.

CARRIED

3. Adoption of Previous Minutes

Regular Meeting of January 29, 2018

MOVED by Director Poole that the minutes for January 29, 2018 Regular Meeting be adopted as presented.

CARRIED

4. Financial Report

Mr. de Bresser updated the Commission on the capital and operational expenditures. Holdback payments were released for contract 3 and 5, and there is currently only one outstanding claim to submit to the province. As of February 28, 2018, the work remaining on the other four contracts is estimated at \$5.5Million, with the holdback release at \$2.533Million.

MOVED by Vice Chair Creasey that the Commission accept the Financial Update of February 28, 2018 as information.

CARRIED

5. Supply of Service Agreement

Administration presented a draft of the Supply of Service Agreement to the members for review and comment.

MOVED by Director Poole that the Commission send the draft of the Supply of Service Agreement to the Technical Committee to review and bring back to the next regular Commission meeting for review prior to presenting the agreement to their respectful council for endorsement.

CARRIED

6. Management Services Agreement

Commission Administrator, Mr. Van Doesburg presented to the commission the Management Services Agreement between the Commission and the City of Lacombe for a three-year term effective March 15, 2018.

MOVED by Director Poole that the Commission accept and enter into a Management Services Agreement with the City of Lacombe for a three-year term effective March 15, 2018.

CARRIED

7. Membership Agreement

Commission Administrator, Mr. Van Doesburg presented to the commission a template of the Membership Agreement, outlining the responsibilities of the members and the commission and key elements of the agreement. The inflow and infiltration details will be added and include references to the technical memos and the business plan.

MOVED by Vice Chair Creasey that the Commission approve the template of the Membership Agreement for submission to each individual member.

CARRIED

8. Engineers Report

Mr. Sawatzky updated the Commission on the equalization storage systems quotes for Blackfalds Lift Station and anticipation of the quote for Lacombe Lift Station. The focus is now on completing the three facilities to start pumping water down the line starting March 19, 2018, and have three days of

testing the pumps and all the systems. Once the testing has been completed and the operators are comfortable, the sewage lines will be opened and pumping sewage.

MOVED by Director Poole to accept the Engineer's Report of March 12, 2018 as information.

CARRIED

9. Future Joint Management

Chair Wigmore presented information to the Commission of a request received from the South Red Deer Regional Wastewater Commission in regards to entertaining the idea of joint management in the future to have it under one CAO or a few office staff for the south leg, west leg, and north leg. At this time, it is a high-level preliminary discussion, however Chair Wigmore suggested entering into dialogue with the other commissions and having its own administration look into the process, the details of how it would transpire and if it is economically feasible.

MOVED by Vice Chair Creasey that the Commission will work with the South leg in the future in regards to Management Services.

CARRIED

10. Grand Opening Ceremony

Ms. Bellabono presented an update to the commission on the dates and invitees for the Grand Opening. Coordination with Minister Sohi and Minister Mason's office for scheduling is being worked on to have both attend. Stantec will be looking into presenting a plaque at the Grand Opening. A site photo opportunity will be offered to the Ministers' offices and the municipalities.

11. Next Meeting

The next meeting scheduled is for Monday April 9, 2018 from 10:00am-11:00am in the City of Lacombe Council Chambers.

12. Adjournment:

MOVED by Vice Chair Creasey that the North Red Deer Regional Wastewater Services Commission meeting of March 12, 2018 be adjourned at 9:58am.

CARRIED

Original Signed

Chair

Original Signed

Administrator