

REGIONAL WASTEWATER MEETING MINUTES

May 21, 2019

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: Matthew Goudy, CAO, NRDRWWSC
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Tim Timmons, Manager of Corporate Services, Lacombe County
Michael Minchin, Manager of Corporate Services, Lacombe County
Jordan Thompson, Director of Operations & Planning Services, City of Lacombe
Denise Bellabono, Administrative Assistant, NRDRWWSC

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

Regrets: Myron Thompson, CAO, Town of Blackfalds
Justin de Bresser, Senior Manager - Financial Services, City of Lacombe
Amber Mitchell, Engineering Services Manager, City of Lacombe

1. Call to Order:

Chair Wigmore called the meeting to order at 9:01am.

CARRIED

2. Adoption of the Agenda:

MOVED by Director Creasey that the agenda for May 21, 2019 be adopted as amended.

CARRIED

3. Adoption of Previous Minutes

Regular Meeting of April 8, 2019

MOVED by Vice Chair Poole that the minutes for April 8, 2019 Meeting be adopted as amended.

CARRIED

4. Appointment of Auditors

CAO Goudy presented to the Commission the recommendation for appointment of auditors for 2019-2023 fiscal years. A Request for Proposal was posted on the Alberta Purchasing Connection and the City of Lacombe's website soliciting proposals. Three proposals were received, all within close margins of each bid.

MOVED by Vice Chair Poole that the Commission renew the contract with BDO Canada LLP of Red Deer, Alberta and appoint as the Commission's external financial auditors for the 2019-2023 fiscal years.

CARRIED

5. Town of Blackfalds Request

CAO Goudy presented to the Commission the Town of Blackfalds legal invoice for the Membership, Supply of Services, and Lease Agreements review. The request for the Commission to reimburse 50% of the fees, as the review resulted in meaningful changes to the Lease Agreements and minor changes to the Membership and Supply of Services Agreements, which impacted each individual municipality's agreements to have changes.

MOVED by Director Creasey that the Commission approve the expenditure of \$6,658.99 from line item 05-2-48-23200 (Legal Fees), to cover the invoice submitted by the Town of Blackfalds

CARRIED

MOVED by Vice Chair Poole that any unbudgeted expenses of sharing for the Commission with a member be discussed and decided on by the Commission in advance.

CARRIED

6. Lacombe Lift Station

Director Thompson updated the Commission on the Lacombe Lift Station pump issues. Provided was Stantec's Technical Memorandum 18, which outlined the coordinated investigation efforts and recommendations. At this point the investigation remains ongoing with the manufacturer pointing the problem being from excessive vibrations stressing the impeller components as being the likely causes of the impeller failure to both pumps. Steps being taken to determine the source of the vibration were summarized to the Commission.

MOVED by Director Creasey that the Commission direct Administration bring pricing options to the next meeting for the power coming in and power to the motors with what options are available.

CARRIED

MOVED by Director Creasey that the Commission authorize the purchase of the Hydraulic Repair Kit at the cost of \$12,000.

CARRIED

MOVED by Vice Chair Poole that the Commission authorize the Pipe Alterations to a maximum cost of \$20,000 to be determined pending vibration measurement.

CARRIED

MOVED by Vice Chair Poole to accept the Lacombe Lift Station and Technical Memorandum 18 report as information.

CARRIED

Meeting recessed at 11:00am

Meeting resumed at 11:11am

7. Operational Report

The operational report from April 8 to end of May 21, 2019 was presented by Director Thompson with updates on the equalization storage system for the Blackfalds and Lacombe Lift Stations, site responses, and the Odour Management Facility. Contract items are covered in the Engineers report.

MOVED by Director Creasey to accept the Operational Monthly Report of May 21, 2019 as information.

CARRIED

8. Engineers Report

Mr. Simenson updated the Commission on construction progress, with small clean-up of seasonal deficiencies at three facilities and the completion of the equalization storage facilities remaining, which should be done by mid-end of June.

MOVED by Director Creasey to accept the Engineer's Report of May 13, 2019 as information.

9. Central Alberta Area Wastewater Area Meeting

CAO Goudy informed the Commission of information regarding a long term plan on wastewater in central Alberta. In consideration of the new government, four of which are new ministers in the area, there has been a request to have preliminary discussions with all Chair and CAO's of the Wastewater Commissions of central Alberta. Discussions would include grant funding and issues of mutual concerns.

10. In Camera

MOVED by Director Creasey to move IN CAMERA at 11:27am with administrative representatives and Stantec Consultants to support the Commission to discuss the following item:

- **MEGlobal**
Stantec Consultants left at 11:47am prior to discussion on
- **Stantec General Engineering Services Proposal**

CARRIED

MOVED by Vice Chair Poole to move OUT CAMERA at 11:52am.

CARRIED

MOVED by Director Creasey that Commission direct administration work with Lacombe County to determine and coordinate the construction of required tie-in infrastructure to the North Red Deer Regional Wastewater Services system.

CARRIED

MOVED by Director Creasey that Commission approve the execution of a Professional Services Agreement with Stantec Consulting.

CARRIED

11. Next Meeting

The next meeting scheduled is for Monday June 17, 2019 at 1:00am in the City of Lacombe Council Chambers.

12. Adjournment:

MOVED by Director Creasey that the North Red Deer Regional Wastewater Services Commission meeting of May 21, 2019 be adjourned at 12:01pm.

CARRIED

___Original Signed_____

Chair

___Original Signed_____

Administrator