

REGIONAL WASTEWATER MEETING MINUTES

November 07, 2022

COUNCIL CHAMBERS

LACOMBE AB

In Attendance:

Members: Mayor Grant Creasey, Mayor, City of Lacombe
Councillor John Ireland, Councillor, Lacombe County
Mayor Jamie Hoover, Mayor, Town of Blackfalds

Others: Jordan Thompson, NRDRWWSC CAO
Denise Bellabono, Administrative Assistant, NRDRWWSC
Matt Goudy, CAO, City of Lacombe
Preston Weran, Director of Infrastructure and Property Services, Town of Blackfalds
Councillor Mark Matejka, Deputy Reeve, Ponoka County
Tim Timmons, County Manager, Lacombe County
Tracey McKinnon, Sr. Manager of Finance, City of Lacombe
Amber Mitchell, Engineering Manager, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe
Iwalani Post, Administrative Assistant, City of Lacombe

Guests: Todd Simenson, Stantec Consulting Ltd.

Regrets: Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Director of Corporate Services, Lacombe County
Joel Sawatzky, Stantec Consulting Ltd.

1. Call to Order

Chair Creasey called the meeting to order at 11:27 am.

Following the Call to Order, CAO Jordan Thompson chaired the organizational section of the meeting.

2. Adoption of the Organizational Agenda

MOVED by Councillor Ireland that the Operational Agenda for November 7, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

3. Organizational Agenda

3.1. Annual Elections

3.1.a Call for Nominations of Chair:

Councillor Ireland nominated Mayor Grant Creasey

MOVED by Mayor Hoover that the nomination of Chair cease.

CARRIED UNANIMOUSLY

3.1.b Election of Chair:

Mayor Grant Creasey is declared Chair by acclamation

MOVED by Councillor Ireland that Mayor Grant Creasey be declared Chair of the North Red Deer Regional Wastewater Services Commission for the term expiring November 6, 2023 in accordance with Bylaw 1.

CARRIED UNANIMOUSLY

3.1.c Call for Nominations of Vice-Chair:

Councillor Ireland nominated Mayor Jamie Hoover

MOVED by Mayor Creasey that the nomination of Vice-Chair cease.

CARRIED UNANIMOUSLY

3.1.d Election of Vice-Chair:

Mayor Jamie Hoover is declared Vice-Chair by acclamation

MOVED by Councillor Ireland that Mayor Jamie Hoover be declared Vice Chair of the North Red Deer Regional Wastewater Services Commission for the term expiring November 6, 2023 in accordance with Bylaw 1.

CARRIED UNANIMOUSLY

3.2. 2023 Scheduling of Meetings

MOVED by Vice-Chair Hoover that the Commission approves the Regular Commission Meeting dates for 2023 as presented.

CARRIED UNANIMOUSLY

Following the Annual Elections, the newly elected Chair, Grant Creasey, chaired the remainder of the meeting.

4. Adoption of Regular Meeting Agenda

MOVED by Vice-Chair Hoover that the Regular Meeting Agenda for November 7, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

5. Adoption of Minutes

5.1 Regular Meeting Minutes of October 03, 2022

MOVED by Councillor Ireland that the minutes from October 03, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

6. Reports:

6.1. Administration

CAO Thompson presented Administration's report to the Commission highlighting the option for a second orientation session, an update on revenues and expenses, and a small year-end deficit is projected of \$66,219. Operational updates highlighted the completion of the annual generator inspections, PLC issues, replacement of Harmonic Filters, upcoming planned maintenance, and the installation of the new HMI screens at all sites.

MOVED by Councillor Ireland that the Commission accept the November 7, 2022 Administration Report as presented.

CARRIED UNANIMOUSLY

7. Old Business

8. New Business / Emergent Items

8.1. 2023 Operating and Capital Budget

CAO Thompson presented the 2023 Operating Budget based on the 2022-2040 Financial Plan. Projections for 2023 were made for overall wastewater sales, annual expenses with increases highlighted and estimated revenues for 2023. The 2023 Budget does not include any capital expenditures for 2023.

MOVED by Vice-Chair Hoover that the Commission adopts the 2023 Operating Budget as presented.

CARRIED UNANIMOUSLY

9. Correspondence

10. In Camera

11. Next Meeting:

Monday, April 03, 2023 at 10:00 am, City of Lacombe Council Chambers.

12. Adjournment:

MOVED by Vice-Chair Hoover that the North Red Deer Regional Wastewater Services Commission meeting of November 7, 2022, be adjourned at 11:51 am.

CARRIED UNANIMOUSLY

Chair

Administrator