

REGIONAL WASTEWATER MEETING MINUTES

November 9, 2020
COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

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

Others: Matthew Goudy, NRDRWWSC CAO
Jordan Thompson, Director of Operations & Planning, City of Lacombe
Tim Timmons, County Commissioner, Lacombe County
Michael Minchin, Manager of Corporate Services, Lacombe County
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Mauricio Reyes, Senior Manager of Financial Services, 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
Chris Huston, Utilities Manager, City of Lacombe
Amber Mitchell, Engineering Services Manager, City of Lacombe

1. Call to Order:

CAO Goudy called the meeting to order at 11:55 am.

CARRIED UNANIMOUSLY

2. Adoption of the Agenda:

MOVED by Mayor Poole that the agenda for November 9, 2020 be adopted as presented.

CARRIED UNANIMOUSLY

3. Governance

3.1. Annual Elections

3.1.a Election of Chair:
Councillor Ken Wigmore nominated Mayor Grant Creasey

MOVED by Councillor Wigmore that the nomination of Chair cease.

CARRIED UNANIMOUSLY

Mayor Grant Creasey is declared Chair by acclamation

3.1.b Election of Vice Chair:

Councillor Wigmore nominated Mayor Richard Poole

MOVED by Mayor Poole that the nomination of Vice Chair cease

CARRIED UNANIMOUSLY

Mayor Richard Poole is declared Vice-Chair by acclamation

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

3.2. 2021 Scheduling of Meetings

MOVED by Director Wigmore that the Commission approves the Regular Commission Meeting dates for 2021 as presented.

CARRIED UNANIMOUSLY

4. Adoption of Previous Minutes

4.1. Regular Meeting of September 21, 2020

MOVED by Vice Chair Poole that the minutes for September 21, 2020 meeting be adopted as presented.

CARRIED UNANIMOUSLY

5. Presentation

6. Reports

6.1. Administration

Director Thompson presented the Administration report informing the Commission that the conditions for the land compensation were accepted and released. Water volumes showed an increase due to weather in summer of 2020, and an increase on revenue as of the end of September. Higher levels of revenue results in higher treatment fees and is offset by lower actual expenditures, and an operating surplus. Preventative maintenance plans are being reviewed for key pieces of equipment, deficiencies are being reported to Stantec, and Sulzer pumps will arrive on site at the end of November and will be installed.

6.2. Chair

Nothing to report at this time.

MOVED by Vice Chair Poole that the Commission accept the Administration Report of November 9, 2020 as information.

7. Old Business

8. New Business / Emergent Items

8.1. Management Service Contract Extension

CAO Goudy proposed to the Commission for to renew the current Management Services Agreement with the City of Lacombe for another 3 years effective March 15, 2021 to March 14, 2024, with an amendment that a detailed budget and four year forecast be added.

MOVED by Director Wigmore that the Commission approve the 3 year extensions as amended.

CARRIED UNANIMOUSLY

8.2. 2021 Operating Budget

CAO Goudy presented the 2021 Operating budget for consideration and approval. Projected volumes for the end of 2020 are 2.2 million cubic meters and a projecting similar volumes for 2021. Maintaining the rates at \$1.87, reducing transfer to operating reserves to maintain a surplus of \$59,000 was included in the revenue review. A decrease in member contributions and lower expenses in 2021 are due to lower burrowing than previously anticipated.

MOVED by Vice Chair Poole that the Commission adopt the 2021 operating budget as presented.

CARRIED UNANIMOUSLY

9. Correspondence

10. In Camera

11. Next Meeting:

Monday, December 7, 2020 at 10:00 am, City of Lacombe Council Chambers.

MOVED by Director Wigmore that the Commission cancel the December 7, 2020 Commission meeting.

CARRIED UNANIMOUSLY

12. Adjournment:

MOVED by Vice Chair Poole that the North Red Deer Regional Wastewater Services Commission meeting of September 21, 2020 be adjourned at 12:19 pm.

CARRIED UNANIMOUSLY

Original Signed _____
Chair

Original Signed _____
Administrator