

**REGIONAL WASTEWATER MEETING MINUTES  
October 17, 2016**

COUNCIL CHAMBERS  
LACOMBE AB

**In Attendance:**

**Members:** Mayor Steve Christie, Chairperson, Mayor, City of Lacombe  
Mayor Melodie Stol, Vice Chairperson, Mayor, Town of Blackfalds  
Councillor Ken Wigmore, Lacombe County

**Others:** Matthew Goudy, CAO - North Red Deer Regional Wastewater Services Commission,  
Director of Planning & Operations, City of Lacombe  
Norma MacQuarrie, CAO, City of Lacombe  
Keith Boras, Manager of Environmental & Protective Services, Lacombe County  
Myron Thompson, CAO, Town of Blackfalds  
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds  
John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.  
Denise Bellabono, Recording Secretary, City of Lacombe

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

**Regrets:** Terry Hager, County Commissioner, Lacombe County

**1. Call to Order:**

Chairperson Christie called the meeting to order at 9:49am.

**2. Adoption of the Agenda:**

*MOVED by Councillor Wigmore that the agenda for October 17, 2016 be adopted as amended.*

*CARRIED*

**3. Adoption of Previous Minutes**

**September 26, 2016**

*MOVED by Vice Chairperson Stol that the minutes for September 26, 2016 be adopted as presented.*

*CARRIED*

#### **4. In Camera**

*MOVED by Vice Chairperson Stol to move IN CAMERA at 10:01 to discuss grant funding*

*MOVED by Councillor Wigmore to move OUT OF CAMERA at 10:25am.*

#### **5. Pre-qualifications of Contractors for Lift Stations and Odor Management Facilities**

Administration presented to the Commission a list of pre-qualified contractors for the Lift Stations and Odor Management Facilities based on a criteria minimum of 85%, which shortlisted it to five applicants. Given the extent of the project, this is to ensure that only qualified contractors submit bids.

*MOVED by Councillor Wigmore that the Commission authorize the tender documents to be presented to the five pre-qualified contractors for the Lift Stations and the Odor Management Facilities*

CARRIED

#### **6. Pre-qualifications of Contractors for Pipelines**

Administration presented a list similar to that of the Lift Stations and Odor Management facilities, for pre-qualifications for the pipelines, but only targeted the top five pre-qualified contractors to be chosen to submit bids.

*MOVED by Vice Chairperson Stol that the Commission accept the recommendation list of qualified contractors and invite the contractors for tenders for the three segments of the pipeline construction.*

CARRIED

#### **7. 2017 Operating Budget**

The Commission was presented with the 2017 Operating Budget with minor changes and noted that although the administration management agreement exceeds the budget, excess costs fall under the 90/10 grant funding. Members will need endorsement from their respective Council.

*MOVED by Councillor Wigmore that the Commission adopt the 2017 Operating Budget as proposed.*

CARRIED

#### **8. Engineers Report**

Mr. Sawatzky updated the Commission with the tender closing and award dates that are approaching and an explanation as to the decision to have these back to back. To date seven parcels have been acquired through land acquisitions, with Highway 2A and railway crossings applications still in the works. Updates on technical memos and land expropriations were summarized for the Commission.

*MOVED by Vice Chairperson Stol that the Commission accept the Engineer's Report of October 17, 2016 as information.*

CARRIED

#### **9. Next Meeting**

The next meeting is scheduled for Monday November 14, 2016 at 9:00am, and Friday December 9, 2016 at 9:00am in the City of Lacombe Council Chambers.

**10. Adjournment:**

*MOVED by Chair Christie that the North Red Deer Regional Wastewater Commission Regional Sewer meeting of October 17, 2016 be adjourned at 10:36am.*

*CARRIED*

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Chairperson

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Administrator