

MEETING MINUTES
September 18, 2023
COUNCIL CHAMBERS
LACOMBE AB

In Attendance:

Members: Mayor Grant Creasey, NRDRWWSC Chair, City of Lacombe
Mayor Jamie Hoover, NRDRWWSC Vice-Chair, Town of Blackfalds
Councillor John Ireland NRDRWWSC Director, Lacombe County

Others: Jordan Thompson, NRDRWWSC CAO
Matthew Goudy, CAO, City of Lacombe
Kim Isaak, CAO, Town of Blackfalds
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Tracey McKinnon, Sr. Manager of Finance, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe
Iwalani Post, Administrative Assistant, City of Lacombe

Regrets: Amber Mitchell, Engineering Manager, City of Lacombe
Angela Smith, Regional Utilities Foreman, City of Lacombe
Tim Timmons, County Manager, Lacombe County
Michael Minchin, Director of Corporate Services, Lacombe County

1. Call to Order:

Chair Creasey called the meeting to order at 10:30 am.

2. Adoption of the Agenda:

MOVED by Councillor Ireland that the Regular Meeting Agenda for September 18, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of Minutes:

3.1. Regular Meeting Minutes of June 19, 2023

MOVED by Councillor Ireland that the minutes for June 19, 2023 meeting be adopted as amended.

CARRIED UNANIMOUSLY

4. Presentations

5. Reports:

5.1. Administration

CAO Thompson reported the Administration is beginning the internal budget preparation process. The budget is typically reviewed at the November regular meeting. YTD revenue and expenses are lower than budgeted, and the Commission's net deficit is approximately \$68K due to budget timing of expenses, but is expected to disappear by the end of the year.

Operations noted that the Commission wastewater meters were tested in August, weed control continues at the Blackfalds site, and new harmonic filters are being monitored. Biofilter media sampling and testing are scheduled for the fall, along with water well, wet well, and heat tape inspections.

MOVED by Vice-Chair Hoover that the Commission accept the Administration Report as information.

CARRIED UNANIMOUSLY

6. New Business / Emergent Items

6.1. Blackfalds Lease Agreement Request

CAO Thompson presented a request from the Town of Blackfalds to have one of the leased lagoon cells released back to the Town for their own municipal purpose. CAO Thompson noted that the cell in question was not included in the emergency storage volume requirements, and returning the lagoon cell does not impact the Commission.

MOVED by Councillor Ireland that the Commission directs Administration to enter into the amending lease agreement with the Town of Blackfalds, returning the Town's easternmost lagoon cell to the Town for their municipal use, as presented.

CARRIED UNANIMOUSLY

6.2. City of Lacombe Management Services Contract Renewal (2024-2037)

CAO Thompson advised the Commission of the City of Lacombe's intent to seek renewal of the Management Services Contract, which ends in March 2024. The City of Lacombe will submit a proposal at the November 6th, 2023 meeting showing a 3-4% rate increase.

MOVED by Vice-Chair Hoover that the Commission accept this report as information.

CARRIED UNANIMOUSLY

7. In Camera

8. Next Meeting:

Monday, November 6, 2023, at 10:00 am, City of Lacombe Council Chambers.

9. Adjournment:

MOVED by Councillor Ireland that the North Red Deer Regional Wastewater Services Commission meeting of September 18, 2023, be adjourned at 10:50 am.

CARRIED UNANIMOUSLY

Chair

Administrator