

REGIONAL WASTEWATER MEETING MINUTES

September 17, 2018

COUNCIL CHAMBERS

LACOMBE AB

In Attendance:

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

Others: Matthew Goudy, CAO, NRDRWWSC
Myron Thompson, CAO, Town of Blackfalds
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Keith Boras, Manager of Environmental & Protective Services, Lacombe County
John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.
Justin de Bresser, Acting Chief Financial Officer, City of Lacombe
Denise Bellabono, Administrative Assistant, NRDRWWSC

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

Regrets: Michael Minchin, Manager of Corporate Services, Lacombe County

1. Call to Order:

Chair Wigmore called the meeting to order at 10:02am.

CARRIED

2. Adoption of the Agenda:

MOVED by Vice Chair Creasey that the agenda for September 17, 2018 be adopted as amended.

CARRIED

3. Adoption of Previous Minutes

Regular Meeting of June 27, 2018

MOVED by Director Poole that the minutes for June 27, 2018 Regular Meeting be adopted as amended.

CARRIED

4. Financial Report

Mr. de Bresser updated the Commission on the operational revenue, expenditures and capital expenditures for the period ending July 31, 2018. Billing has commenced to each member for the treatment of wastewater, with Blackfalds pumping in late March and Lacombe in April. The average cubic meters per day is approximately 5,600 based on March-July 2018. As the construction of the wastewater line is in the final stages, work remaining is budgeted at \$4.16 Million, excluding engineering. As grant funds become available, there will be a reduction on the line of credit. A draft budget for operational revenue and expenditures will presented at the next meeting.

MOVED by Vice Chair Creasey that the Commission accept the Operational Finance Update of July 31, 2018 as information.

CARRIED

MOVED by Vice Chair Creasey that the Commission accept the Capital Expenditures Update of July 31, 2018 as information.

CARRIED

5. 2018 Budget Timeline

Mr. de Bresser informed the Commission that administration will refine numbers and provide a draft at the November meeting in order to present the final 2018 Budget Timeline at the December meeting.

MOVED by Director Poole that the Commission accept the 2018 Budget Timeline as information.

CARRIED

6. Operational Report

The operational monthly report for September 17, 2018 was delivered to the Commission with no comments provided.

7. Regional Administration Services

MOVED by Director Poole that the Commission defer the Regional Administration Services to the next meeting for further discussion.

CARRIED

8. County of Lacombe

MOVED by Director Poole that the Commission defer the County of Lacombe request for allocation to the next meeting.

CARRIED

9. Engineers Report

Mr. Sawatzky presented the Commission with the interim capital report with the current estimate to complete at \$2.9 Million, which includes expenses on each contract and storage lagoons in Blackfalds and Lacombe. Majority of land acquisitions have been paid and final damages have all been agreed on.

MOVED by Director Poole to accept the Interim Capital Report of September 13, 2018 as information.

CARRIED

Mr. Sawatzky updated the Commission of the construction of the regional system being complete with remaining work pertaining to clean-up of seasonal deficiencies and the Odour Management Facility. Construction Completion Certificates for four of the six contracts have been approved with the Lacombe equalization storage work scheduled to be completed mid-October and Blackfalds equalization storage completed by the end of October.

MOVED by Director Poole to accept the Engineer's Report of September 13, 2018 as information.

CARRIED

10. AUMA Award

Administration informed the Commission that each member municipality would be receiving the prestigious Sustainability in Collaboration Award and will be presented at the AUMA Convention on September 26, 2018 in Red Deer. The award is for recognition of the success of the North Red Deer Regional Wastewater Pipeline, an intermunicipal initiative to address water quality in the Red Deer River to support continued growth and sustainability in Central Alberta.

MOVED by Director Poole to accept AUMA Award update as information.

CARRIED

11. Agenda Packages

Director Poole requested that the Agenda packages be distributed three business days prior to the meetings to allow adequate time to review the information.

MOVED by Director Poole that Agenda packages be distributed three business days prior to the meetings.

CARRIED

12. Next Meeting

The next meeting scheduled is for Monday November 5, 2018 from 10:00am in the City of Lacombe Council Chambers.

13. Adjournment:

MOVED by Director Poole that the North Red Deer Regional Wastewater Services Commission meeting of September 17, 2018 be adjourned at 10:42am.

CARRIED

Original Signed _____
Chair

Original Signed _____
Administrator