



North Red Deer Regional Wastewater Services Commission

Regular Meeting Agenda

| | | | |
|--------------|--|-------|---------------------|
| Date: | October 3, 2022 | Time: | 10:00 am – 11:00 am |
| Location: | COUNCIL CHAMBERS, CITY OF LACOMBE, AB | | |
| Invitees: | <p>Members: Mayor Grant Creasey, City of Lacombe – Chair Mayor Jamie Hoover, Town of Blackfalds – Vice Chair Councillor John Ireland, Lacombe County – Director</p> <p>NRDRWWSC CAO: Director Jordan Thompson, City of Lacombe</p> <p>Others: CAO Myron Thompson, Town of Blackfalds CAO Matthew Goudy, City of Lacombe County Manager Tim Timmons, Lacombe County Director Preston Weran, Town of Blackfalds Manager Michael Minchin, Lacombe County Senior Manager Tracey McKinnon, City of Lacombe Manager Amber Mitchell, City of Lacombe Manager Chris Huston, City of Lacombe</p> <p>Guests: Joel Sawatzky, Stantec Consulting Ltd. Todd Simenson, Stantec Consulting Ltd.</p> | | |
| Recorded by: | Denise Bellabono - Administrative Assistant NRDRWWSC | | |
| | 1. Call to Order by Chair: | | |
| | 2. Adoption of Agenda: | | |
| | 3. Adoption of Minutes: | | |
| | 3.1 Regular Meeting Minutes – June 20, 2022 | | |
| | 4. Presentations: | | |
| | 5. Reports: | | |
| | 5.1 Administration | | |
| | 5.2 Chair | | |
| | 6. Old Business: | | |
| | 7. New Business / Emergent Items: | | |

8. Next Meeting Date:

November 7, 2022, at 10:00 am in Council Chambers, City of Lacombe

9. Adjournment:

REGIONAL WASTEWATER MEETING MINUTES

June 20, 2022

COUNCIL CHAMBERS

LACOMBE AB

In Attendance:

- Members:** Mayor Grant Creasey, Mayor, City of Lacombe
Mayor Jamie Hoover, Mayor, Town of Blackfalds
Councillor John Ireland, Councillor, Lacombe County
- Others:** Jordan Thompson, NRDRWWSC CAO
Denise Bellabono, Administrative Assistant, NRDRWWSC
Matthew Goudy, CAO, City of Lacombe
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Tracey McKinnon, Sr. Manager of Finance, City of Lacombe
- Guests:** Joel Sawatzky, Stantec Consulting Ltd.
Todd Simenson, Stantec Consulting Ltd.
- Regrets:** Tim Timmons, County Manager, Lacombe County
Myron Thompson, CAO, Town of Blackfalds
Michael Minchin, Director of Corporate Services, Lacombe County
Amber Mitchell, Engineering Manager, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe

1. Call to Order:

Chair Creasey called the meeting to order at 10:00 am.

CARRIED UNANIMOUSLY

2. Adoption of the Regular Meeting Agenda:

MOVED by Councillor Ireland that the Regular Meeting Agenda for June 20, 2022, be adopted as presented.

CARRIED UNANIMOUSLY

3. Adoption of Previous Minutes:

3.1. Regular Meeting Minutes of April 4, 2022.

MOVED by Mayor Hoover that the minutes for April 4, 2022 meeting be adopted as presented.

CARRIED UNANIMOUSLY

4. Presentations:

5. Reports:

5.1 Administration

CAO Thompson presented the Administration report rescheduling of the Board of Directors Training date of October 21, 2022. Gas prices were higher than expected through to April, in line with the budget for May. CAO Lund is exploring the options to tie-in to the NRDRWWSC wastewater line to address long-term treatment needs for the Town of Ponoka and will provide an update in June. Revenue is down 12.6% and expenses down 6% due primarily to lower year to date treatment costs. Pump updates were provided with a pump 103 to be installed in August.

MOVED by Councillor Ireland that the Commission accept the June 20, 2022 Administration Report as information.

CARRIED UNANIMOUSLY

6. Old Business

7. New Business / Emergent Items:

7.1 Borrowing Bylaw First Reading

Sr. Manager McKinnon presented Bylaw 9, a borrowing bylaw that provides the capacity to borrow for the final costs related to the construction of the wastewater system. The total cost of the wastewater line project is estimated at \$72.96 million, with the remaining expenditures anticipated to be completed by 2023.

MOVED by Councillor Ireland that the Commission gives the first reading to Bylaw 9 as presented.

CARRIED UNANIMOUSLY

MOVED by Councillor Ireland that the Commission gives the second reading to Bylaw 9 as presented.

CARRIED UNANIMOUSLY

MOVED by Mayor Hoover that the Commission gives the third reading to Bylaw 9 as presented.

CARRIED UNANIMOUSLY

7.2 Alberta Municipalities Power and Buying Group

CAO Thompson presented a power purchasing opportunity through Alberta Municipalities (AM). Participating in the procurement of electricity would require a 10 year contract and effective May 1, 2024, currently the Commission's contract with AM ends April 30, 2024. AM is offering a new power product that buys power directly from producer(s), giving a cost effective and long-term rate stability for the program. There are 75 municipalities signed up for the Power+ program purchasing pool.

Directors raised concerns about the short deadline from AM to commit to the Power+ program and inquired about the other power purchasing programs from RMA.

MOVED by Councilor Ireland that the administration is directed to investigate power buying options with RMA and return with a report on purchase options at a future meeting. If RMA does not offer a group power purchasing program, the Commission authorizes the execution of the Power+ Contract to participate in the Alberta Municipalities (AM) Power+ for procurement of electricity for the North Red Deer Regional Wastewater Services Commission starting May 1, 2024.

CARRIED UNANIMOUSLY

8. Next Meeting:

Monday, September 19, 2022, 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 June 20, 2022, be adjourned at 10:41 am.

CARRIED UNANIMOUSLY

Chair

Administrator



ADMINISTRATION REPORTS

Administrative, Financial & Operational

Date: October 3, 2022

Created by: CAO, Sr. Finance Manager, Operations Supervisor

ADMINISTRATIVE

- The Board of Director Training has been rescheduled for October 21st in Lacombe.
- The Commission’s insurer confirmed its Equipment Breakdown Insurance policy will cover an additional \$96,743 (minus a \$25,000 deductible) associated with the pump 101/103 and harmonic filter failures. This brings the total coverage for the failures to \$217,363 (67% of the Commission’s claim).

FINANCIAL

Table 1 - Wastewater volumes (in cubic meters) - January to August

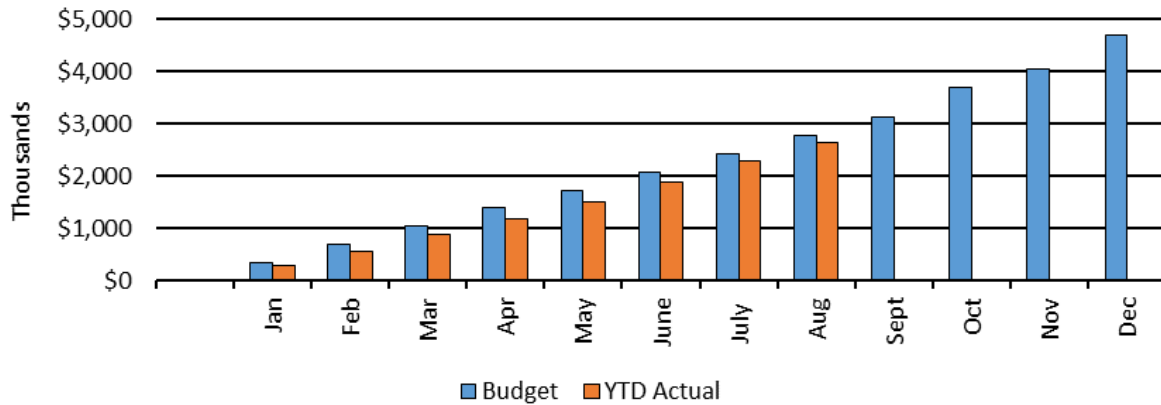
| Member | 2021 | 2022 |
|-----------------|------------------|------------------|
| City of Lacombe | 875,621 | 941,191 |
| Blackfalds | 422,540 | 441,780 |
| Lacombe County | 9,867 | 11,894 |
| Total | 1,308,028 | 1,394,865 |

Wastewater volumes have increased over the prior year by 86,837 cubic meters or 6.6%.

Revenue

As of August 2022, YTD (year to date) actual revenues are lower than YTD budgeted revenues by \$147,347 or 5%. The summer months typically see higher volumes due to increased water usage and inflow and infiltration. The gap is closing between budgeted and actual revenues but anticipate the actuals may fall short even at year end.

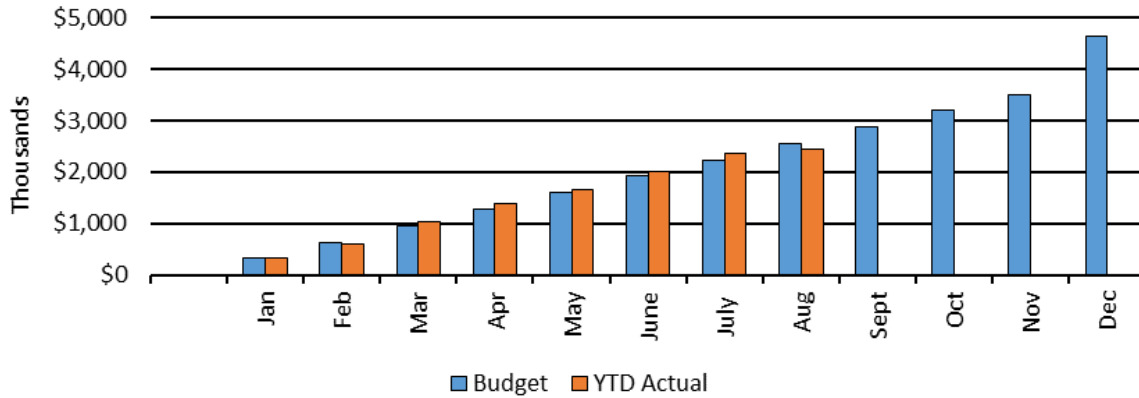
Revenue YTD vs Budget



Expenses

As of August 2022, the YTD actual expenses are lower than YTD budgeted expenses by approximately \$101,000 or 4% due primarily to lower YTD treatment costs.

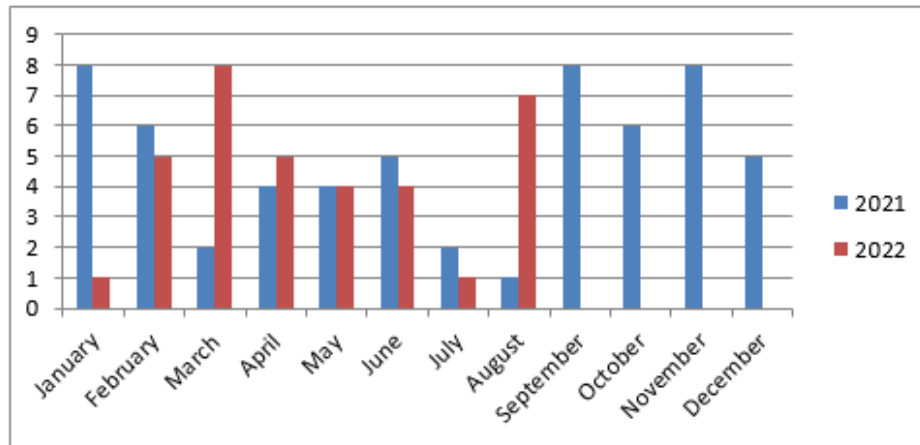
Expenses YTD vs Budget



YTD Surplus/Deficit

As of August 2022, the YTD net deficit is approximately \$45,800.

OPERATIONAL



2022 to date 35 (2021 = 59)

Notable activities since last report

Lacombe:

- Continue to collect a wastewater sample from the facility and submit to the University of Calgary for COVID tracer analysis
- The New pump (103) was installed on Wednesday, August 17th. On September 1st Stantec, Operations and the supplier performed vibration testing on all three pumps and checked that the new air release valves continued to be operational.

Blackfalds:

- Harmonic filters arrived, scheduling install and commissioning.
- Biofilter media tested and sent for analysis (Sept. 1)

OMF:

- The new air conditioning unit was installed in the building and noticeably dropped the temperature during extreme outside temperatures.
- Biofilter media tested and sent for analysis (Aug. 31)

Planned Fall maintenance activities:

- Wastewater meter verification testing by Endress+Hauser
- Installation of the new HMI screens at all sites.

ATTACHMENTS: N/A