

**REGIONAL WASTERWATER MEETING MINUTES  
January 25, 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  
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds  
Terry Hager, County Commissioner, Lacombe County  
Denise Bellabono, Recording Secretary, City of Lacombe

**Regrets:** Norma MacQuarrie, CAO, City of Lacombe  
Myron Thompson, CAO, Town of Blackfalds  
Tim Timmons, Manager of Corporate Services, Lacombe County

**1. Call to Order:**

Chairperson Christie called the meeting to order at 9:06 AM.

**2. Adoption of the Agenda:**

*MOVED by Vice Chairperson Stol that the agenda for January 25, 2016 be adopted as amended.*

**CARRIED**

**3. Adoption of Previous Minutes**

**December 7, 2015**

*MOVED by Vice Chairperson Stol that the minutes for December 7, 2015 be adopted as presented.*

**CARRIED**

**4. In Camera**

**-Labour – Commission Administrator Position**

*MOVED IN CAMERA AT 9:08 AM*

MOVED OUT OF CAMERA AT 9:49 AM

MOVED by Vice Chairperson Stol that the Commission interview the top three candidates, John Van Doesburg, Michael Langstone and Jeanette Austin on February 1, 2016 between 1:00PM & 4:00PM

CARRIED

## 5. Capital Plan Priority

The Chair provided the Commission with a Memorandum<sup>i</sup> that was sent to all MLAs from Minister Brian Mason, Alberta Infrastructure, providing the opportunity to identify Capital Plan priorities from our constituencies in-line with the government's three guiding pillars, for future funding consideration. The City of Lacombe and the Town of Blackfalds are in agreement that the North Red Deer Regional Wastewater project is the first priority for the Capital Plan and will identify this in the response to the memorandum.

## 6. Open Table

An email correspondence was sent to the Town of Ponoka stating January 15, 2016 as a deadline to respond on their position with the NRDRWWSC project. It was confirmed by administration that Town of Ponoka will not be partaking in the project as no response was received in any form.

Administration gave a brief update from the Technical Committee, drafts and finalizing memos for the alignment, costs, odor management, lift stations, process and opinion of probable cost. The committee has been meeting on a bi-weekly basis, as well a separate meeting with Alberta Environment and Alberta Transportation. At a recent meeting the Committee went through the criteria and objectives for the cost benefits analysis, which should be completed February 16, 2016. The Commission will meet February 29, 2016 to review and discuss the results of the analysis.

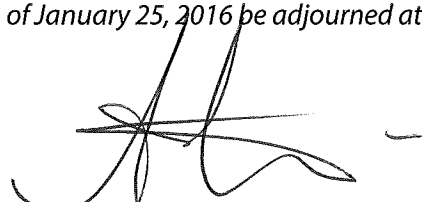
## 7. Next Meeting:

Interviews are scheduled for February 1, 2016 beginning at 1:00PM in the City of Lacombe Council Chambers.

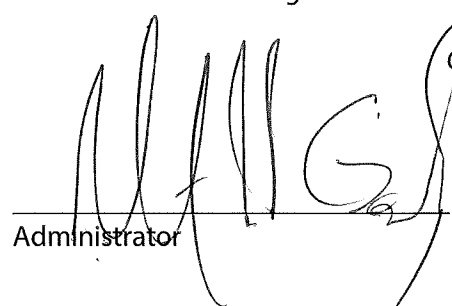
The next meeting is scheduled for February 29, 2016 at 9:00 AM in the City of Lacombe Council Chambers.

## 8. Adjournment:

MOVED by Chair Christie that the North Red Deer Regional Wastewater Commission Regional Sewer meeting of January 25, 2016 be adjourned at 9:59AM.



Chairperson



Administrator

CARRIED

<sup>i</sup> AR 42616 signed memo  
Ministry Criteria

## Memorandum

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**FROM** Brian Mason  
Minister  
320 Legislature Building

**OUR FILE REFERENCE** AR 42616

**YOUR FILE REFERENCE**

**TO** All MLAs

**DATE** January 22, 2016

**TELEPHONE** 780-427-5041

**FAX** 780-422-2002

**SUBJECT** CAPITAL PLAN PRIORITIES

I am writing to provide you the opportunity to identify Capital Plan priorities from your constituency, in-line with the government's three guiding pillars, for future funding consideration. The three pillars are as follows:

- Supports the key social programs and services that government provides to Albertans.
- Supports economic development in the province.
- Supports environmental outcomes.

I have also attached the list of ministry criteria that was recently approved by Cabinet. These criteria will be used to prioritize capital funding requests. Please note that this is included for your information; however, at this stage, you are not required to provide detailed information about how projects meet every criteria.

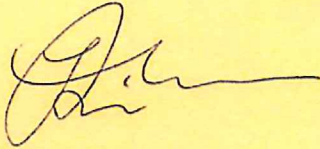
Capital priorities include new and expansion projects that will: support the ongoing delivery and/or enhancement of programs and services provided by government; maintenance funding to restore an existing asset to its functional condition or to extend its useful life; and funding for capital grants. Please consult community leaders in your constituency to help the government identify your community's infrastructure priorities.

This is our opportunity to take a thoughtful and prudent approach for the planning and implementation of priority capital projects and programs. This will include approving capital priorities only after a sufficient level of planning has been completed. Please provide sufficient detail to allow us to assure the projects' merits and state of readiness for funding consideration.

All MLAs  
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Please identify all Capital Plan priorities to me at [infrastructure.minister@gov.ab.ca](mailto:infrastructure.minister@gov.ab.ca) or Room 320, Legislature Building no later than Friday, January 29, 2016. Questions can be addressed by my Chief of Staff Miriam Rycroft at 780-427-5041.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian Mason', with a long horizontal flourish extending to the right.

Brian Mason

Attachment

# Attachment 1 - Ministry Criteria Descriptions

Project Impact	Includes impacts/benefits to the local community, regional service area, a major segment of the province or to the entire province.
Economic Impact	Includes the project's ability to: <ul style="list-style-type: none"> <li>• Stimulate Economic Activity-Direct and indirect job creation; and</li> <li>• Foster Economic Development-A competitive business climate, reduced operating costs for business, ability to support a new market, and the ability to foster growth in priority value added sectors</li> </ul>
Operating and Facility Costs	The incremental program, "lights-on" and future maintenance funding required as a result of the capital request.
Utilization / Capacity	Meets the target rate of usage relative to the design capacity for the infrastructure (e.g. percentage occupied, traffic volumes, etc.)
Condition of Existing Asset	Infrastructure is in good, fair or poor condition
Health and Safety	Current health and safety drivers of the project.
Federal / Provincial Legislation	Potential risks and compliance with federal/provincial legislation, regulatory changes, audit citation and/or public criticism
Functionality	Addresses functional problems or deficiencies (e.g. poor physical layout, inefficient design that reduces operational usefulness or efficiency)
Access to Services	Will provide or enhance access to services within a community or region.
Social Impact	Provides access to government services to vulnerable groups, fosters the provision of facilities to vulnerable groups, provides increased economic opportunities for vulnerable groups
Environmental Impact	The environment is improved and/or protected and citizens are protected from hazardous effects of substances in the environment.
Innovative Aspects of the Project	Innovative aspects such as multi-ministry collaboration, shared services, re-purpose of an existing facility, new technology, risk mitigation, and heritage.