

**REGIONAL WASTERWATER MEETING MINUTES
June 27, 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: John Van Doesburg, Commission Administrator, C&J Vanco Services Ltd.
Norma MacQuarrie, CAO, City of Lacombe
Terry Hager, County Commissioner, Lacombe County
Preston Weran, Director of Infrastructure & Property Services, Town of Blackfalds
Denise Bellabono, Recording Secretary, City of Lacombe

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

Regrets: Matthew Goudy, CAO - North Red Deer Regional Wastewater Services Commission,
Director of Planning & Operations, City of Lacombe Myron Thompson, CAO, Town
of Blackfalds
Keith Boras, Manager of Environmental & Protective Services, Lacombe County

1. Call to Order:

Chairperson Christie called the meeting to order at 9:03am.

2. Adoption of the Agenda:

MOVED by Councillor Wigmore that the agenda for June 27, 2016 be adopted as presented.

CARRIED

3. Adoption of Previous Minutes

May 24, 2016

MOVED by Vice Chairperson Stol that the minutes for April 18, 2016 be adopted as presented.

CARRIED

4. Insurance Quote

Administration presented insurance quotes from two separate vendors for the Commission to review.

MOVED by Vice Chairperson Stol that the Commission award the insurance contract to Jubilee Insurance with confirmation of the \$10,000,000.00 general liability at the annual premium of \$34,500.00.

CARRIED

5. WCB Registration

As part of the operation of the project, WCB insurance is needed for the Commission.

MOVED by Councillor Wigmore that the Commission accept the WCB package as information.

CARRIED

6. Technical Memo 11- Acquisition

Mr. Sawatzky presented to the Commission the land zones and the basis of the cost for each zone with the cost per acre plus 20%. The approval list will be removed from the memo due to confidentiality. The Technical Committee will screen the contractors for pre-qualifications and bring the top 3 contractors to the Commission for selection. The province has allowed for pre-qualification as discussed.

MOVED by Councillor Wigmore that the Commission approve Technical Memo 11 Acquisition Strategy and direct staff to follow the process as outlined in the attached memo.

CARRIED

7. Technical Memo 5 – Equalization

It was brought to the Commission's attention that equalized storage needs to be worked on with the communities. The government has recognized equalized storage in the current project to the south of Red Deer, so as a critical part of the system for NRDRWWSC project it is suggested that we keep the equalized storage in this project.

MOVED by Vice Chairperson Stol that the Commission board of directors approve tech memo 5 and direct the staff to contact the member communities for the transfer of the lands for equalization ponds and construction of the appropriate structure for the use as equalization ponds.

CARRIED

8. Legal Advice

Administration notified the Commission in regards to land acquisition or expropriation, that legal advice should be provided. As there were no quotes given from the smaller legal firms that were contacted, administration believes it is in the best interest of the project to appoint a legal firm that has the experience with land acquisition and has an established professional relationship with the municipalities.

MOVED by Councillor Wigmore that the Commission appoint Chapman Riebeek as the legal firm to provide advice on legal materials dealing with land acquisition.

CARRIED

9. Engineers Report

Mr. Sawatzky updated the Commission with the design for the alignment and the design process. The open house that was held on June 1, 2016 went fairly well and conversations were positive from the majority of the land owners. Technical memos for shared costs will be presented at the next meeting.

MOVED by Vice Chairperson Stol that the Commission accept the Engineer's Report of June 21, 2016 as information.

CARRIED

10. Financial Report

Presented was the annual capital budget for 2016, which does not include the initial Regional Collaboration Program grants that were received in 2013. Administration will provide a historical budget report for the Commission as information only. A requisition of the operating budget will be done by the end of June and a detailed summary will be provided to the Commission

MOVED by Councillor Wigmore that the Commission accept the Financial Report as information.


CARRIED

11. Next Meeting

The next meeting is scheduled for September 26, 2016 at 10:00 AM in the City of Lacombe Council Chambers.

12. Adjournment:

MOVED by Councillor Wigmore that the North Red Deer Regional Wastewater Commission Regional Sewer meeting of June 27, 2016 be adjourned at 10:05AM.



Chairperson



Administrator

CARRIED