

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
September 8, 2014

In Attendance: Mayor Steve Christie, City of Lacombe
Mayor Rick Bonnett, Town of Ponoka
Mayor Melodie Stol, Town of Blackfalds
Councillor Ken Wigmore, Lacombe County
Councillor Mark Matejka, Ponoka County
Michael Minchin, NRDRWSC Administrator
Jennifer Peterson, Administrator Assistant, Lacombe

Others Present: Preston Weran, Director of Infrastructure, Town of Blackfalds
Jordan Thompson, Engineering Manager, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe

1. Call to Order:

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

2. Adoption of the Agenda:

MOVED by Councillor Wigmore that the agenda for September 8, 2014 be adopted as presented.

CARRIED

3. Adoption of the Minutes:

MOVED by Mayor Stol that the minutes for April 14, 2014 be adopted as presented.

CARRIED

4. Reports

Operator's Report

Mr. Thompson discussed the recent activities.

In summary:

- Responded to 1068 Alberta One-Call Locate requests; 119 - April; 326- May; 273 – June; 242- July; 108 – up till August 18. 75-80% of the calls are for locates for the new fibre optical lines and road widening within the town and area of Blackfalds.
- All the actuators scheduled for replacement the year have been replaced.
- A blow-off valve and main valve structure will be relocated to allow for the road expansion on 34th Street/RR 26-4.
- Emergency locate was needed for a train derailment by Morningside.
- Lucas is not filling correctly. It's a valve issue. Summit will advise on what is needed to be done to repair it.

Administrator Report

Mr. Minchin presented the Administrators report.

In summary:

- Met with Red Deer to discuss water quality issues, water rates, and developments plans for North Red Deer area.
- Begun working on the 2015 Budget.
- The Commission is waiting for the final executed agreement between the Commission, Blackfalds and Lacombe County
- Working with the County on the construction of the new 34th Street/RR 26-4 bypass, the waterline runs right alongside the road.

Mr. Minchin presented the Financial 2nd Quarter report.

In summary:

- Water consumption is up and should exceed targets included in the 2014 budget.
- Staff have replaced actuator valves throughout the line at a cost of \$29,625. The budget amount was \$30,000.
- Number of expenses occurred that were not budgeted for. E.g. – hydrovac line at 34th Street, and repair part of the water line in Ponoka,.

Chairman's Report

- Has received letters regarding fluoride concerns.

MOVED by Mayor Bonnett to accept the reports as information.

CARRIED

5. Old Business:

6. New Business:

Audit Service RFP

Mr. Minchin presented to the Commission the background on the financial auditing services RFP that were received by the City and the rating process. He also explained that the proposed contract that has been presented to the Commission is overall the lowest bidder, adding that BDO is presenting a lower rate for auditing services for 2014 than they did charge for 2013.

MOVED by Councillor Wigmore to award the 5 year contract to BDO Dunwoody LLD subject to the terms outlined in the proposal.

CARRIED

34th Street / RR 26-4 Road Construction

Mr. Minchin provided an update on the construction upgrade to 34th Street/RR 26-4. He indicated that the water line runs parallel to 34th and RR 26-4. There are two areas of concerns for the City with the widening. Along the road the water line has an above ground flush point and an above ground air release that will need to be relocated. In discussion the City has identified that the equipment will be relocated at the City's expense.

MOVED by Councillor Matejka to accept the report as information.

CARRIED

7. Information

Alberta Community Resilience Program

Mr. Minchin provided the Commission with the information on the new grant, Alberta Community Resilience, and recommended that the information is shared with their Council.

MOVED by Councillor Wigmore to accept as information.

CARRIED

8. In Camera

MOVED by Councillor Matejka to move In Camera at 9:35 am to discuss land matters.

CARRIED

MOVED by Mayor Bonnett to move out of Camera at 9:56 am.

CARRIED

9. Next Meeting:

Monday, November 3, 2014 at 9am, City of Lacombe Council Chambers.

10. Adjournment:

MOVED by Mayor Stol to adjourn this Meeting at 9:58 am.

CARRIED

Chairperson

Administrator