

**NORTH RED DEER RIVER WATER SERVICES COMMISSION**  
**REGULAR MEETING MINUTES**  
**October 24, 2011**

**In Attendance:** Mayor Steve Christie, Chairperson, City of Lacombe  
Mayor Larry Henkelman, Vice Chairperson, Town of Ponoka  
Mayor Melodie Stol, Town of Blackfalds  
Reeve Gord Svenningsen, Ponoka County  
Michael Minchin, Administrator  
Kim Sharyk, Administrator Assistant, City of Lacombe

**Others Present:** Brad Watson, CAO, Town of Ponoka  
Corrine Newman, CAO, Town of Blackfalds  
Norma MacQuarrie, CAO, Lacombe  
Chris Huston, Infrastructure Services, Lacombe, NRDRWSC Operations

**Regrets:** Councillor Cliff Soper, Lacombe County  
Matthew Goudy, Engineering Services, Lacombe, NRDRWSC Engineering

**1. Call to Order:**

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

**2. Adoption of the Agenda:**

*MOVED by Mayor Henkelman that the agenda for October 24, 2011 be adopted as presented.*

CARRIED

**3. Adoption of the Minutes:**

*MOVED by Mayor Stol that the minutes for August 22, 2011 be adopted as presented.*

CARRIED

**4. Reports**

Chairman Report

Mayor Christie mentioned that he has been inquiring with the City of Red Deer with regards to the fluoridation issue which will be discussed later in this meeting.

Operator's Report

Mr. Huston discussed recent activities as per the attached Operational Report herein.

In summary:

- Responded to over 200 AB One Call locate requests.
- Beginning of October 2011, marked, exposed and exercised valves north of Lacombe.
- Atco Gas is completing a fair amount of work decommissioning lines.
- Having some issues with low accuracy with the current GPS unit (+/- 7m); City is acquiring a new GPS unit (+/- 1m) that the Commission will be able to access.

- Development continues on the east side of Lacombe close to the water line; operators keeping a close eye on production.
- Valve is in stock with all necessary accessories; waiting for a leak to use for repair.

### Administrator's Report

Mr. Minchin discussed recent activities as per the attached Administrator's Report herein.

Administrator, Mr. Minchin mentioned, in summary, the following points:

- Currently trying to set up a meeting with the City of Red Deer to develop a 5 year consumption and operating budget. Meeting should take place prior to the end of November 2011. Delays have been due to scheduling issues.
- Have purchased retirement plaques for former Board Members and inquired to the Commission on how to present these awards. Suggestion of forming a Retirement Policy has been tabled to the next meeting.

### Financial Report

Mr. Minchin presented the Financial Statements as of September 30, 2011.

In summary:

- Water volumes are lower at this point in the year as to 2010.
- Work not completed this year will be carried over to 2012.

*MOVED by Reeve Svenningsen to approve the Reports as presented.*

*CARRIED*

## **5. New Business:**

### 2012 Budget

Discussions were held on details of the 2012 Budget as per the attached 2012 Operation Budget memorandum.

In summary:

- 2012 Budget draft is based on a 5% increase in water rates.
- Lowered water volume is projected for 2011/2012 with a return to higher levels comparable to historical levels over the next two to three years.
- Updating County's contribution funding numbers to match actual.
- Adjust Board expenses to reflect the number of meetings held per year (5/yr).
- Continue the valve replacement program.
- Reduced operation numbers due to historical operations.
- Beginning amortization this year
- Water Rates:

2009	\$1.72/m <sup>3</sup>
2010	\$1.72/m <sup>3</sup>
2011	\$1.92/m <sup>3</sup>
2012	\$2.00/m <sup>3</sup>

- Budget also takes into account water losses – water that has been paid for coming out of Red Deer but doesn't make it to the Commission Member's municipalities.
- Commission will meet near the end of November 2011 to the beginning of December 2011 to have final approval on the 2012 Operating Budget.

Fluoridation (discussion continued from Administrator's Report)

Discussions were held on fluoridation by the Board Members as per the attached Consultation Process memorandum.

In summary:

- The City of Red Deer will begin consulting Red Deer citizens, along with the Members of the Commission, November 1, 2011 to Dec 12, 2011.
- It was decided that the Commission will continue to abide by the contract and refer any comments to the individual municipalities included under the NRDRWSC.

*MOVED by Mayor Stol to accept the items under New Business as information.*

CARRIED

- 6. Next Meeting:** December 5, 2011 at 9:00 am.  
Retired Board Members to be invited to attend for presentation.

**7. Adjournment:**

*MOVED by Chair Christie to adjourn this October 24, 2011 NRDRWSC Meeting at 10:00 am.*

CARRIED

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Chairperson

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Administrator