

NORTH RED DEER RIVER WATER SERVICES COMMISSION
REGULAR MEETING MINUTES
December 7, 2015

In Attendance: Mayor Steve Christie, City of Lacombe
Mayor Rick Bonnett, Town of Ponoka
Mayor Melodie Stol, Town of Blackfalds
Councillor Barb Shepherd, Lacombe County (alternate)
Michael Minchin, NRDRWSC Administrator
Jennifer Peterson, Administrator Assistant

Others Present: Norma MacQuarrie, CAO City of Lacombe
Terry Hager, Lacombe County Commissioner
Doug Wright, CAO Town of Ponoka
Myron Thompson, CAO Town of Blackfalds
Preston Weran, Director of Infrastructure, Town of Blackfalds
Jordan Thompson, Engineering Manager, City of Lacombe
Chris Huston, Utilities Manager, City of Lacombe

Regrets: Councillor Mark Matejka, Ponoka County
Councillor Ken Wigmore, Lacombe County

1. Call to Order:

Chair Christie called the meeting to order at 9:06 am.

2. Adoption of the Agenda:

Mr. Minchin asked that "Waterline Proposal – Business Case" be removed from the agenda and tabled for the next meeting.

MOVED by Mayor Bonnett that the agenda for December 7, 2015 be adopted as amended.

CARRIED

3. Adoption of the Minutes:

MOVED by Mayor Stol that the minutes for October 19, 2015, be adopted as presented.

CARRIED

4. Presentation

Nothing at this time.

5. Reports

Operator's Report

Mr. Thompson discussed the recent activities.

In summary:

- The Alberta One-Call locates requests are down 2015 for October but higher in November.
- A hit waterline in Ponoka required an emergency repair. Pidherneys was contracted for repair the line. The line was down for approx. 48 hours. The line hit was a feeder line to the reservoir with no impact on the residents of Ponoka. The City of Red Deer was able to catch the break within hours of it occurring.

Administrator Report

Mr. Minchin presented the Administrator's report.

In summary:

- Majority of the invoices are in for the repair work in Ponoka. A bill will be sent to the company responsible for the damage with an administration surcharge added.
- Working with Stantec to complete the "Water for Life" requirements for licensing. As part of the license requirements, the Commission has to provide an update on water forecasts every 10 years. Currently the commission is under its water demand.
- A meeting has been scheduled in January to meet with Red Deer and discuss the current waterline purchase request.

Mr. Minchin presented the financial report.

In summary:

- The forecasted surplus is up. The projected surplus is \$639,000 of which \$350,000 is from the 2014 true-up payment. This amount will be put into the rate stabilization reserve.
- The 2014 plan from Red Deer was used to forecast the 5 year plan.

Chairman's Report

The Chair asked the commission to share their thoughts on the Regional Water and Wastewater Seminar that they attended on November 23, 2015. Concerns were expressed about the disconnect with the MLA's regarding the waterline. It was suggested to schedule a meeting with all the MLA's and provide an overview of the program. This is to happen in the New Year.

MOVED by Mayor Stol to accept the reports as information.

CARRIED

6. Correspondence/Information

City of Red Deer 2016 Water Supply Rate

A letter from Red Deer was presented that shows that the water rates will increase by 4% from \$1.25 to \$1.30 taking effect March 1, 2016.

MOVED by Councillor Shepherd to accept as information.

CARRIED

7. Old Business:

Operating & Capital Budget 2016

Mr. Minchin shared that he has not received any objections to the proposed 2016 Operating Budget from the partnering municipalities and asked that the Commission approve the 2016 Operating and 2016 Capital Budget as presented.

MOVED by Councillor Shepherd to approve the 2016 Operating and Capital Budget as presented.

CARRIED

8. New Business:

Bylaw #3 – 2016 Water Rates

Mr. Minchin presented to the Commission for consideration Bylaw #3. This annual bylaw will need to be presented each year to set the new water rates for the coming year. Amendments will be needed to be made should water be sold to Red Deer. If the bylaw passed it will take effect January 1, 2016.

MOVED by Mayor Stol to introduce and give first reading of Bylaw #3.

CARRIED

MOVED by Mayor Bonnett to give second reading of Bylaw #3.

CARRIED

MOVED by Councillor Shepherd to give third and final reading of Bylaw #3.

CARRIED

Regional Commission Website

Mr. Minchin shared with the Commission that a website has been created for the Regional Waterline. All information pertaining to the regional line and commission will be posted on the site. He asked the Commission to review the site and provide feedback to Ms. Peterson.

Credit Card Issuance Resolution

Mr. Minchin asked that the Commission approved a credit card loan resolution as required by the Commission's financial institution.

MOVED by Mayor Stol to accept Resolution as presented.

CARRIED

9. IN Camera

10. Next Meeting:

Monday, April 18, 2016 at 9 a.m., City of Lacombe Council Chambers.

11. Adjournment:

MOVED by Mayor Bonnett to adjourn this Meeting at 9:48 am.

CARRIED

Chairperson

Administrator