



**MINUTES OF THE CAPITAL REGION SOUTHWEST WATER SERVICES COMMISSION
ANNUAL GENERAL MEETING, HELD ON THURSDAY, MAY 5, 2016 AT 7:00 P.M.
AT THE BEST WESTERN PLUS DENHAM INN & SUITES, DISCOVERY B ROOM,
5207 – 50 AVENUE, LEDUC, AB.**

PRESENT:

Chairman John Schonewille	Leduc County
Councillor Rick Smith	Leduc County
Mayor Wally Yachimetz	Town of Calmar
Councillor Anne Donovan	Town of Calmar
Councillor Bill McNamara	Town of Beaumont
Councillor Kathy Barnhart	Town of Beaumont
Councillor Doug Lyseng	Camrose County
Deputy Mayor Shannon Yearwood	Village of Hay Lakes
Councillor Faye Leicht	Village of Hay Lakes
Vice Chairman Beverly Beckett	City of Leduc
Councillor Bob Young	City of Leduc

ALSO PRESENT:

Shaye Anderson, MLA	Leduc County
Bruce Hinkley, MLA	Leduc County
Mayor John Whaley	Leduc County
Brian Bowles, County Manager	Leduc County
Councillor Clay Stumph	Town of Calmar
Councillor Michele Borodawka	Town of Beaumont
Marc Landry, CAO	Town of Beaumont
Councillor Bruce LeCren	Camrose County
Reeve Don Gregorwich	Camrose County
Paul King, CAO	Camrose County
Graham Backus, Manager of Public Works	Camrose County
Mayor Todd Skaret	Village of Hay Lakes
Heather Nadeau, CAO	Village of Hay Lakes
Paul Benedetto, CAO	City of Leduc
Shawn Olson, Commission Manager	City of Leduc
Rick Sereda, Operations Manager	City of Leduc
Samantha Folster, Engineering Project Manager	City of Leduc
Shawn Tooth, Water Technician	City of Leduc
Amber Ouellette, Accountant	City of Leduc
Carol Hounsell, Treasurer	City of Leduc
Shannon Bremner, Recording Secretary	City of Leduc
Mayor Tony Wadsworth	Town of Millet
Councillor Pat Garrett	Town of Millet
Councillor Mike Storey	Town of Millet
Teri Pelletier, CAO	Town of Millet
Mary Coyne, Edmonton Int. Airport	
Curtis Friesen, Hawkings EPP Dumont LLP	
Sean Nicoll, Associated Engineering	

WITH REGRETS:

Kathy Rodberg, Town Manager	Town of Calmar
Mayor Camille Berube	Town of Beaumont
Councillor Greg Gillespie	Camrose County
Councillor Ken Krause	Camrose County
Councillor Megan Patten	Village of Hay Lakes
Mayor Greg Krischke	City of Leduc
Councillor David Mackenzie	City of Leduc
Steve Rumley, Edmonton Int. Airport	
Patrick Mastromatteo, Associated Engineering	

I. CALL TO ORDER AND ROLL CALL

Chairman John Schonewille called the meeting to order at 6:58 p.m.

Chairman John Schonewille welcomed everyone in attendance. The Town of Millet was formally welcomed as Members at Large, and are anticipated to become voting CRSWSC Board Members this year once Alberta Municipal Affairs approves their addition to the Commission. Mayor Todd Skaret and Councillor Bruce LeCren were thanked for their previous service on the Commission and were provided with a gift of appreciation. Councillor Bruce LeCren is now designated as an alternate Board Member.

II. APPROVAL OF THE APRIL 23, 2015 ANNUAL GENERAL MEETING MINUTES

There were no changes to the minutes.

24-16 **Motion:** It was **Moved** by Mayor Wally Yachimetz that the meeting minutes of the April 23, 2015 Capital Region Southwest Water Services Commission Annual General Meeting be approved as circulated.

Carried

III. ANNUAL REPORT

A. Consider the 2015 Annual Report

Rick Sereda and Shawn Olson reviewed the Management and Operations Report of the 2015 Annual Report and highlighted the work of the Commission in 2015.

The CRSWSC is a member of the Regional Water Customers Group (RWCG), which includes all Commissions within the capital region. The RWCG is currently negotiating a water diversion license on behalf of all of the Commissions; this license is issued by Alberta Environment and Parks. Obtaining this license will allow the Commission to obtain water independently through the RWCG by diverting water from the North Saskatchewan River, rather than using EPCOR for

service. The water diversion license process will proceed once the City of Edmonton returns their excess water allocation.

Three new connections were approved by the Commission in 2015; the Remington development, City of Leduc's Robinson reservoir and the connection of the Town of Millet. The Commission is managing the waterline project on behalf of the Town of Millet, which will include a 27 kilometer waterline that will be tied in from the North of Leduc.

In 2015 the Commission completed the Water Master Plan that helps the Commission plan for the future by dictating what infrastructure will be required, which allows the Commission to start saving for these projects. Currently 11 cents per cubic meter is allocated towards a reserve fund to upgrade the main water supply lines which will aid in the long term provision of potable water to all the member municipalities in the future. The cost estimate for the main line upgrade is \$132 million in today's dollars.

The Commission intends to introduce a new water allocation strategy in 2016 that will protect the supply of water to all communities and not necessarily impede development. Under the current strategy members are allocated water based on what is assumed to be needed in the future, which can create artificial placeholders on available capacity. The goal is to better utilize the capacity that exists to avoid creating artificial barriers for growth.

It was suggested that the CRSWSC should adopt best practices for water conservation during dry conditions to ensure that all municipalities are distributing a consistent message. The RWCG intends to discuss water conservation strategies at their next meeting to ensure water can be managed appropriately by all Commissions during dry weather conditions. Municipalities are responsible to ensure that their reservoirs meet demands, which is recommended to be two times the average daily municipal consumption. The RWCG declared a "Demand Management Measure A" effective today, May 5, 2016. This water restriction affects internal municipal operations only. Each municipality is requested to suspend all non-essential potable water use such as water main flushing, fire fighter training and street sweeping. Shawn Tooth will send information in regards to water restrictions to all member municipalities so consistent practices and communication is distributed.

25-16

Motion: It was **Moved** by Mayor Wally Yachimetz that the 2015 Annual Report be accepted as presented.

Carried

B. Consider the 2015 Financial Statements and Auditor's Report

Mr. Curtis Friesen, Hawkings EPP Dumont LLP, presented an overview of the 2015 Financial Statements and Auditors Report. All the financial statements were approved and signed by the auditors.

The Commissions water rates are currently subject to the rates established by EPCOR, so it is difficult to forecast future water rate increases. With this said, the RWCG reviews the rate models to ensure that the rates are valid and negotiates rates accordingly.

- 26-16** **Motion:** It was **Moved** by Councillor Bob Young that the 2015 Financial Statements and Auditor's report be accepted as presented.

Carried

IV. CONDUCT ANY OTHER BUSINESS PROPERLY PLACED BEFORE THE BOARD

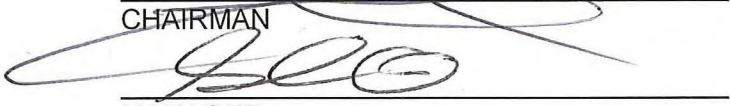
V. ADJOURNMENT

- 27-16** **Motion:** It was **Moved** by Councillor Pat Garrett to adjourn the meeting at 7:41 p.m.

Carried



CHAIRMAN



MANAGER