

**MINUTES**  
**COLD LAKE REGIONAL UTILITY SERVICES COMMISSION**  
**MONDAY, OCTOBER 28, 2019 6:00 PM**  
**CITY HALL – COUNCIL CHAMBERS – 5513 – 48<sup>TH</sup> AVE.**

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<b>PRESENT</b>	Bob Buckle, Councillor – City of Cold Lake Duane Lay, Councillor – City of Cold Lake Jürgen Grau, Councillor – City of Cold Lake Chris Vining, Councillor – City of Cold Lake Dana Swigart, Councillor – MD of Bonnyville Adam Dul, 4-Wing Kevin Nagoya, Commission Manager Azam Khan, General Manager, Infrastructure Services – City of Cold Lake Denise Pollard, Recording Secretary
<b>ABSENT</b>	CLFN
<b>CALL TO ORDER</b>	B. Buckle called the meeting to order at 6:02 p.m.
<b>ELECTION OF CHAIR AND VICE CHAIR</b>	B. Buckle called for nominations for the Chair. D. Lay nominated B. Buckle. B. Buckle called for nominations three (3) more times. No other nominations were received. B. Buckle accepted the nomination. C. Vining motioned to close nominations. <div style="text-align: right;">Carried Unanimously</div> B. Buckle called for nominations for the Vice-chair. J. Grau nominated C. Vining. B. Buckle called for nominations three (3) more times. No other nominations were received. C. Vining accepted the nomination. A. Dul motioned to close nominations. <div style="text-align: right;">Carried Unanimously</div>
<b>ADOPTION OF AGENDA</b>	Moved by C. Vining that the agenda be accepted as presented. <div style="text-align: right;">Carried Unanimously</div>
<b>ADOPTION OF MINUTES</b>	Moved by D. Lay that the minutes of September 30, 2019 be accepted as presented. <div style="text-align: right;">Carried Unanimously</div>
<b>PUBLIC QUESTION PERIOD</b>	None
<b>DELEGATION</b>	None
<b>OLD BUSINESS</b>	<b>Cold Lake Regional Water Supply Expansion Updates</b> A. Khan provided a summary of progress for all 4 contracts: <ul style="list-style-type: none"><li>Contract 01 Transmission Main – SITE Resources; approx. 45% of pipe has been installed.</li><li>Contract 02 Transfer Station – Alpha Construction; approx. 54% complete.</li><li>Contract 03 WTP Upgrades – Sure-Form Construction; approx. 40% complete.</li><li>Contract 04 Transmission Main – SITE Resources; approx. 50% of pipe has been installed.</li></ul> D. Swigart asked for clarification on Contract 02. K. Nagoya advised: <ul style="list-style-type: none"><li>The building is referred to as the Transfer Station;</li><li>Its purpose is to act as a booster station as the WTP cannot push the water all the way to Bonnyville;</li><li>Additional treatment, chloramines, is added for transmission at this point; and</li><li>The reservoir has a volume of 1000 cubic meters.</li></ul>

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D. Swigart asked for clarification on repairs to the Iron Horse Trail.  
K. Nagoya advised that there is an agreement in place between North East Muni-Corr Ltd. and the Bonnyville Regional Water Services Commission (BRWSC). Any disturbance to the trail resulting from Regional Water Line construction will be returned to its original condition. The Contractor, Site Energy, has design specifications that have to be met.

K. Nagoya clarified questions regarding the CLRUSC/BRWSC relationship:

- CLRUSC is providing project management;
- BRWSC is providing financial management for the project;
- CLRUSC will own, operate and maintain all infrastructure assets within the City of Cold Lake including the WTP, Transmission Main and Transfer Station;
- BRWSC will own, operate and maintain all infrastructure assets after the Transfer Station; this includes the Transmission Main to Bonnyville.
- CLRUSC will sell water to the BRWSC;
- Any new users that connect to the Transmission Main beyond the Transfer Station will purchase water from the BRWSC.

Discussion ensued.

**Building #9 Force Main Extension - Phase 3 Update**

K. Nagoya advised that AEP issued Amendment No. 3 to the Environmental Protection Order. As per the amendment CLRUSC is no longer required to submit bi-weekly status reports. However, they have to continue vegetation and wildlife monitoring and report to AEP as per the Wetland Assessment and Restoration Plan. AECOM will continue the required environmental monitoring for the Commission.

K. Nagoya also noted:

- Over 3 million dollars has been expensed to date since the force main break in August 2016.
- Crawford Lake is sitting at its original water level prior to the berm breach.

Discussion ensued.

**NEW BUSINESS**

**2020 Operating and Capital Budget**

K. Nagoya presented the draft 2020 Budget Document. The document included a 2020 Budget Summary, Water Treatment and Supply Cost Centre (Operating), a Waste Water Treatment and Conveyance Cost Centre (Operating), 2020 Budget Notes, 2020 Capital Budget and Cash Flow Projections and a Multi-Year Operating and Capital Projections.

**CORRESPONDENCE**

**Memo from the City of Cold Lake**

The Board received a Memo from the City of Cold Lake dated October 23, 2019 regarding member appointments (Buckle, Grau, Lay, Vining) for a 1 year term to expire October 2020.

**Letter from 4 Wing**

The Board received a letter from 4 Wing dated October 23, 2019 regarding the appointment of Mr. Angelopoulos effective January 1, 2020.

**QUESTIONS**

None

Moved by C. Vining that the meeting be recessed at this time being 7:28 p.m. and reconvened at the call of the Chair.

**Carried Unanimously**

B. Buckle reconvened the meeting at this time being 7:35 p.m.

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**IN-CAMERA**

**Provision of Services Agreement – City of Cold Lake**  
**Present:**

Bob Buckle, Councillor – City of Cold Lake  
Jürgen Grau, Councillor – City of Cold Lake  
Duane Lay, Councillor – City of Cold Lake  
Chris Vining, Councillor – City of Cold Lake  
Dana Swigart, Councillor – MD of Bonnyville  
Adam Dul, 4-Wing  
Kevin Nagoya, Commission Manager  
Azam Khan, General Manager of Infrastructure Services  
Denise Pollard, Recording Secretary

The following section of the FOIP Act applies for exemption of the disclosure:

- FOIP Section 21, Disclosure harmful to intergovernmental relations
- FOIP Section 24, Advice from officials
- FOIP Section 27, Privileged information

Moved by C. Vining that the meeting go "In-Camera" at this time being 7:35 p.m., pursuant to Section 197(2) of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information & Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to an Agreement.

**Carried Unanimously**

Moved by J Grau that the meeting come "Out-of-Camera" at this time being 7:42 p.m.

**Carried Unanimously**

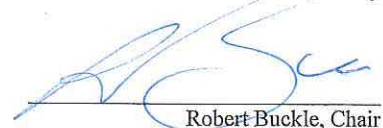
**NEXT MEETING**

November 25, 2019 at 6:00pm

**ADJOURNMENT**

Moved by D. Lay that the meeting be adjourned at 7:42 p.m.

**Carried Unanimously**

  
Robert Buckle, Chair

  
Kevin Nagoya, Commission Manager