

MINUTES
COLD LAKE REGIONAL UTILITY SERVICES COMMISSION
MONDAY, FEBRUARY 24, 2020 6:00 PM
CITY HALL – COUNCIL CHAMBERS – 5513 – 48TH AVE.

PRESENT

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

ABSENT

Lee Angelopoulos, 4-Wing
CLFN

CALL TO ORDER

B. Buckle called the meeting to order at 6:03 p.m.

**ADOPTION
OF AGENDA**

Moved by C. Vining that the agenda be accepted as presented.

Carried Unanimously

**ADOPTION
OF MINUTES**

Moved by D. Lay that the minutes of January 27, 2020 be accepted as presented.

Carried Unanimously

**PUBLIC QUESTION
PERIOD**

Patrick Hort of 1505 Horseshoe Bay Estates had the following questions/comments:

1. Are CLRUSC agendas and minutes posted online?

K. Nagoya advised that no they are not.

2. Are CLRUSC handouts available to the public? Or do they have to be obtained through a FOIP request?

K. Nagoya advised that agendas and minutes are public and do not require a FOIP request. Other documents, however, depending on the nature of the request, would likely only be released through a FOIP request.

3. An MD resident near the golf course is interested in servicing options due to the close proximity of the force main and regional water line to his subdivision.

K. Nagoya advised that this resident needs to initiate his inquiry with the MD of Bonnyville and D. Swigart offered to collect the residents information on behalf of the MD.

4. There is great interest from MD residents regarding servicing options; maybe MD could post something on their website.

D. Swigart advised he would talk to the MD about this.

5. November 25, 2019 minutes did not get posted in the City of Cold Lake's Council agenda package until February; that's a long time.

C. Vining advised that meeting minutes do not get approved until the next meeting. There was no CLRUSC meeting in December 2019. The November minutes were approved at the January 30, 2020 meeting which is why you didn't see them on Council's agenda until February.

6. CLRUSC minutes are not as detailed as the discussions that ensue.

B. Buckle advised that the minutes are adequate but the Commission can look at areas of improvement.

B. Buckle thanked Patrick Hort for his questions and comments.

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DELEGATION

None.

OLD BUSINESS

Cold Lake Regional Water Supply Expansion Updates

A. Khan provided a financial update and summary of progress for all 4 contracts:

- Contract 01 Transmission Main – SITE Resources; approx. 84% complete based on project cost; 100% complete based on construction - 0 meters left to install within the City limits.
- Contract 02 Transfer Station – Alpha Construction; approx. 80% complete.
- Contract 03 WTP Upgrades – Sure-Form Construction; approx. 67% complete.
- Contract 04 Transmission Main – SITE Resources; approx. 88% complete based on project cost; 93% complete based on construction/pipe installed.

K. Nagoya noted the following:

- 2 million over budget to date. 96 million was approved; project costs are at approx. 98 million. Several SITE claims are outstanding - anticipating approx. 13 million in overruns. The Province advised that they will share the cost of overruns with the Town of Bonnyville: 90% province, 10% Town of Bonnyville.
- Meeting with CLFN, the Province and Indigenous Services Canada (ISC) was held to discuss water services for First Nations:
 - 1 million has been allocated to start design on the Frog Lake connection – Associated Engineering has been retained.
 - ISC is also interested in learning more about options to service English Bay #149.
- The new Transfer Station design gives the MD of Bonnyville the option to decommission the existing Ardmore/Fort Kent line and tie directly into Transfer Station. If they tie in they will become customers of the Bonnyville Water Commission. This has been discussed at the TRC meetings; they have not advised of their intentions. They can continue as is with the option to connect in future. It would be optimal but it is not critical for them to make a decision.
- The Commission will host a Public Open House this spring to update residents on the project.
- The MD of Bonnyville is adding FAQs on their website.
- Both Commissions visited/toured the WTP and Transfer Station on February 20, 2020

C. Vining asked if the Builder Liens have been resolved. A. Khan advised yes they have been resolved and that a letter was sent to landowners.

Waste Water Treatment Plant MBRR Pilot Project Update

R. Bhuiyan, Engineering Services Manager with the City of Cold Lake provided a PowerPoint presentation that covered the following:

- The pilot plant became operational on November 1, 2019;
- Project Location;
- Process Flow Diagram;
- Project Photos:
 - MBBR inflow and outflow;
 - Equalisation Tank;
 - Train 1 - Reactors A and B, Pre seeded:
 - Reactor A - BOD removal + Nitrification;
 - Reactor B – Nitrification;
 - Train 2 - Reactors C and D, Non-seeded media;
 - Measurement Probes;
 - Control Unit;
- The process consists of two trains running in parallel:
 - The first train was commissioned using pre-seeded media;
 - The second train was commissioned using unseeded media;
 - Both trains together are treating approximately 3.5 m³/d;

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- Laboratory Analyses and Frequency;
- Performance Review - Ammonium Removal (Lab Data);
- Performance Review - Ammonium Removal (Online Data);
- Performance Comparison;
- Next Steps – Piloting Phase:
 - The Veolia pilot plant is expected to be onsite and in operation through the winter months until the end of May 2020;
 - The results of the pilot study will be summarized in a draft report that AECOM expects to submit to the CLRUSC by the end of June 2020. The report will include:
 - Commentary on the results of the study;
 - Recommendations for the full-scale system to be designed and constructed;
 - A conceptual site plan identifying the location of the proposed new equipment;
 - Updated cost estimates;
 - Commentary on equipment procurement options; and
 - Updated project completion schedules.
- Next Steps – Project Funding:
 - WWTF existing license is due to expire by January 2022, Alberta Environment and Parks expects the upgraded facility be operational by 2022;
 - It may be difficult to achieve this schedule if there is a delay between the completion of the pilot study and start of detailed design;
 - It is understood that the design and construction phases of the proposed WWTP may be contingent on the availability of federal and provincial funding;
 - Therefore, it would be prudent to apply for contributing funds from the Federation of Canadian Municipalities (FCM), the Water for Life Program, and any other grants that may be available for this project.

Discussion ensued.

NEW BUSINESS None

CORRESPONDENCE None

QUESTIONS None

Moved by C. Vining that the meeting be recessed at this time being 6:56pm and reconvened at the call of the Chair.

Carried Unanimously

Chair, B. Buckle reconvened the meeting at this time being 7:02pm.

IN-CAMERA

Water Rate Study

Present:

Bob Buckle, Councillor – City of Cold Lake
Chris Vining, Councillor - City of Cold Lake
Duane Lay, Councillor – City of Cold Lake
Jürgen Grau, Councillor – City of Cold Lake
Dana Swigart, Councillor – MD of Bonnyville
Kevin Nagoya, Commission Manager
Azam Khan, General Manager, Infrastructure Services – City of Cold Lake
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That the following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 21, Disclosure harmful to intergovernmental relations

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- FOIP Section 24, Advice from officials
- FOIP Section 27, Privileged information

Moved by D. Lay that the meeting go "In-Camera" at this time being 7:02pm 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 regard to a Water Rate Study.

Carried Unanimously

Moved by C. Vining that the meeting come "Out-of-Camera" at this time being 7:37pm

Carried Unanimously

Right of Way Agreement (N.W. ¼ Section 13 Township 62 Range 2 W4M)

Present:

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

That the following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 23, Local public body confidences
- 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 7:37pm 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 regard to a Right of Way Agreement (N.W. ¼ Section 13 Township 62 Range 2 W4M)

Carried Unanimously

Moved by J. Grau that the meeting come "Out-of-Camera" at this time being 7:39pm

Carried Unanimously

Temporary Work Space Agreement (N.W. ¼ Section 13 Township 62 Range 2 W4M)

Present:

Bob Buckle, Councillor – City of Cold Lake
Chris Vining, Councillor - City of Cold Lake
Duane Lay, Councillor – City of Cold Lake
Jürgen Grau, Councillor – City of Cold Lake
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- FOIP Section 16, Disclosure harmful to business interests of a third party
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Moved by D. Lay that the meeting go "In-Camera" at this time being 7:39pm 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 regard to a Temporary Work Space Agreement (N.W. ¼ Section 13 Township 62 Range 2 W4M).

Carried Unanimously

Moved by C. Vining that the meeting come "Out-of-Camera" at this time being 7:41pm.

Carried Unanimously

Right of Way Agreement (N.E. ¼ Section 13 Township 62 Range 2 W4M)

Present:

Bob Buckle, Councillor – City of Cold Lake
Chris Vining, Councillor - City of Cold Lake
Duane Lay, Councillor – City of Cold Lake
Jürgen Grau, Councillor – City of Cold Lake
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- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 23, Local public body confidences
- FOIP Section 24, Advice from officials
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Moved by J. Grau that the meeting go "In-Camera" at this time being 7:41pm 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 regard to a Right of Way Agreement (N.E. ¼ Section 13 Township 62 Range 2 W4M).

Carried Unanimously

Moved by C. Vining that the meeting come "Out-of-Camera" at this time being 7:43pm.

Carried Unanimously

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That the following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 23, Local public body confidences
- 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 7:43pm 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 regard to a Temporary Work Space Agreement (N.E. ¼ Section 13 Township 62 Range 2 W4M)

Carried Unanimously

Moved by J. Grau that the meeting come "Out-of-Camera" at this time being 7:45pm

Carried Unanimously

Temporary Work Space Agreement (N.W. ¼ Section 13 Township 62 Range 2 W4M - Surface Only)

Present:

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

That the following sections of the FOIP Act apply for exemption of the disclosure:

- FOIP Section 16, Disclosure harmful to business interests of a third party
- FOIP Section 23, Local public body confidences
- FOIP Section 24, Advice from officials
- FOIP Section 27, Privileged information

Moved by D. Lay that the meeting go "In-Camera" at this time being 7:45pm 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

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Carried Unanimously

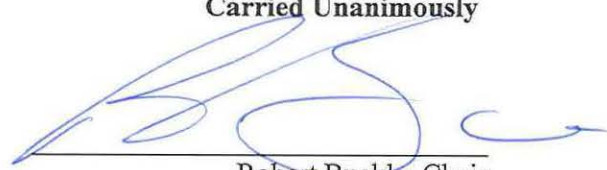
Moved by C. Vining that the meeting come "Out-of-Camera" at this time being 7:49pm.

Carried Unanimously

NEXT MEETING March 23, 2020 at 6:00 p.m.

ADJOURNMENT Moved by C.Vining that the meeting be adjourned at 7:49 p.m.

Carried Unanimously



Robert Buckle, Chair



Kevin Nagoya, Commission Manager