

TOWN OF LUMSDEN
MINUTES OF THE WASTEWATER TREATMENT COMMITTEE MEETING
HELD ON AUGUST 14, 2013

The Wastewater Treatment Committee convened their meeting in the Council Chambers in the Town of Lumsden, on Wednesday, August 14, 2013 at 1:32 p.m. with Chairperson Rhonda Phillips presiding.

Present:	Chairperson:	Rhonda Phillips
	Mayor:	Bryan Matheson (arrived at 1:39pm)
	Committee Members:	Wes Holbetz, Trevor Grohs, Tom Harrison
	Utilities Foreman:	Dave Cherney
	Project Coordinator:	Ron Hilton
	Financial Officer:	Sheena Carrick
	Assistant Administrator:	Krystal Strong
	Town Councilors:	Randy Bogdan, Jane Cogger Reggie Newkirk (arrived at 2:01pm)

Chairperson Rhonda Phillips convened the meeting.

Green Municipal Fund (GMF) Loan Application:

- The Town has been notified that our application to the Green Municipal Fund has been successful (loan: \$6,061,106 and grant: \$606,111)
- Krystal will request a consolidated copy of our application for our records

City of Regina Workshop:

- The City of Regina hosted a forum for all surrounding communities to discuss possible partnerships between any of the communities for wastewater facilities
- The City of Regina will also be providing us with a revised quote for a pipeline to send sanitary sewer from Lumsden to Regina

Federation of Canadian Municipalities (FCM) Agreement for GMF Loan:

- FCM has asked us to provide the signing authorities for the Town of Lumsden as well as our estimated project completion date
- The committee discussed the timelines for a detailed design (approx. 6-8 months) and time needed for construction (approx. 2 years). Therefore the committee decided the appropriate project completion date would be three years from the date of signing the agreement – September 2016

Request for Proposals (RFP) & Detailed Design:

- The committee discussed distributing the RFP's and taking time to review the proposals
- Any work that is completed and paid for before the grant and loan is in place will not qualify for the third/third/third cost share funding. It was recommended that careful consideration be given to beginning work on a detailed design before the completion of a funding agreement with the federal and provincial government, as there is some risk in not recovering funds expended. However, there is the advantage of being 'shovel ready' if the detailed design is started earlier. The committee discussed phasing the detailed design, as recommended by Frank Reid (information on phasing is available on the H2O website)
- Part of the RFP should include a review of the population analysis that was last completed in 2011, as this projection is very important for the Detailed Design

Future Meetings:

- The next meeting will be Wednesday September 18th at 3:45pm in the RiverPark Centre



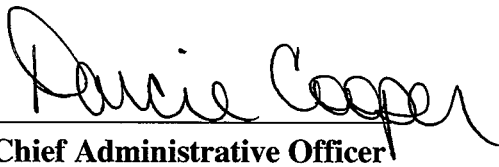
- Ron will prepare the RFP document for the committee to review prior to the next meeting so the final RFP document can be distributed to engineering consulting firms after the meeting
- Rhonda suggested the new wastewater treatment facility include a greenhouse on the exterior of the building, she will provide more information at the next meeting

Adjournment:

The meeting adjourned at 2:14 p.m.



Chairperson



Chief Administrative Officer