

MINUTES
OF THE REGULAR MEETING OF THE
WESTEND REGIONAL SEWAGE SERVICES COMMISSION
IN THE PROVINCE OF ALBERTA,
HELD IN THE COUNCIL CHAMBERS
ON THURSDAY, SEPTEMBER 18, 2025 AT 10:00 AM

PRESENT Chair Cindy Holladay, Vice-Chair Ted Bain, Director Barry Crane
Treasurer Liza Zeer, Secretary Verna Staples, Operator Terry Orum

Diamond Valley Staff None

MPE Representatives Jill Hardy

REGRETS Director Heather Thomson

CALL TO ORDER and PRESENTATIONS

Chair Cindy Holladay called the meeting to Order at 10:02 am.

AGENDA - Addenda and Adoption

Adoption of the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held on September 18, 2025

Moved by Director Ted Bain that the Commission adopt the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held on September 18, 2025, as presented.

**WRSSC Res.
2025-78**

MOTION CARRIED

ADOPTION OF MEETING MINUTES

Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held August 20, 2025.

Moved by Chair Cindy Holladay that the Commission adopt the Minutes of the Regular Meeting of the Westend Regional Sewage Services Commission held August 20, 2025, as presented.

**WRSSC Res.
2025-79**

MOTION CARRIED

DELEGATIONS

None scheduled.

B CB

ADMINISTRATIVE REPORTS

MPE Report

Jill Hardy presented the MPE Report and responded to questions. Administration will request communications be prepared announcing the reopening of the Off Leash Park.

Operator's Report

Terry Orum presented the Operator's Report and responded to questions.

Secretary/Treasurer Report

Liza Zeer and Verna Staples presented the Secretary/Treasurer Report and responded to questions.

FINANCIAL REPORTING

No items to discuss

NEW BUSINESS

Request to Pay Debentures

Moved by Director Ted Bain that the Commission authorize Administration to pay in full loans 4002027 and 4002028 in September 2025 using the 2025 budgeted amount for loans 4002027 and 4002028 with the remaining balance to come from capital reserves.

**WRSSC Res.
2025-80**

MOTION CARRIED

CORRESPONDENCE

ICIP Payment Letter {2025.08.21}

The Commission reviewed the ICIP Payment Letter {2025.08.21}.

Town of Diamond Valley Subdivision Circulation 161-2024SUB *{for response by October 4, 2024}*

Moved by Director Barry Crane that Administration notify the Town that the Commission has no concerns with respect to Town of Diamond Valley Subdivision Circulation 161-2024SUB.

**WRSSC Res.
2025-81**

MOTION CARRIED

NOTICES OF MOTION

None submitted

B CM

ROUND TABLE DISCUSSION

No topics discussed

CLOSED MEETING

None scheduled

ADJOURNMENT

The meeting Adjourned at 10:20 am.



Cindy Holladay, Chair



Verna Staples, Secretary

