

**MINUTES**  
**OF THE REGULAR MEETING OF THE**  
**WESTEND REGIONAL SEWAGE SERVICES COMMISSION**  
**IN THE PROVINCE OF ALBERTA,**  
**HELD IN THE COUNCIL CHAMBERS**  
**ON WEDNESDAY, SEPTEMBER 18, 2024 AT 9:30 AM**

**PRESENT** Chair Barry Crane, Vice-Chair Cindy Holladay, Director Heather Thomson  
Director at Large Ted Bain  
Treasurer Liza Zeer, Secretary Verna Staples

Diamond Valley Staff CAO Adam Davey; Manager of Operations, Utilities and Parks Craig Beaton

MPE Representatives Jill Hardy

**REGRETS** None

**CALL TO ORDER and PRESENTATIONS**

Chair Barry Crane called the meeting to Order at 9:31 am.

**AGENDA - Addenda and Adoption**

Adoption of the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held on September 18, 2024

Director Heather Thomson that the Commission adopt the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held September 18, 2024, as presented.

**WRSSC Res.  
2024-33**

**MOTION CARRIED**

**ADOPTION OF MEETING MINUTES**

Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held June 19, 2024.

Director at Large Ted Bain that the Commission adopt the Minutes of the Regular meeting of the Westend Regional Sewage Services Commission held June 19, 2024.

**WRSSC Res.  
2024-34**

**MOTION CARRIED**

**DELEGATIONS**

*None scheduled*



**ADMINISTRATIVE REPORTS**

MPE Report

Jill Hardy presented the attached MPE Report and responded to questions.

Operator's Report

The Operator's Report was presented for discussion.

Secretary/Treasurer Report

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

Director Heather Thomson that the Westend Regional Sewage Services Commission approve an additional AMWWP Grant Application.

**WRSSC Res.  
2024-35**

**MOTION CARRIED**

Director Heather Thomson left the meeting at 10:04 am.

**FINANCIAL REPORTING**

*No items to discuss*

**NEW BUSINESS**

*No items to discuss*

**CORRESPONDENCE**

Avail LLP - Audit Shield Fee

**NOTICES OF MOTION**

*None submitted*

**ROUND TABLE DISCUSSION**

**CLOSED MEETING**

Disestablishment - FOIP 24(1)(a), 27(1)

Vice-Chair Cindy Holladay that the Commission move into a Closed session at 10:07 am to discuss Disestablishment, under *Freedom of Information and Protection of Privacy Act*, sections 24(1)(a) and 27(1).

**WRSSC Res.  
2024-36**

**MOTION CARRIED**



WESTEND REGIONAL SEWAGE SERVICES COMMISSION MEETING

September 18, 2024

Director at Large Ted Bain that the Commission revert to an Open meeting at 10:20 am.

**WRSSC Res.  
2024-37**

**MOTION CARRIED**

Vice-Chair Cindy Holladay that the Commission direct the Secretary to draft a letter to Minister McIver, requesting that the Westend Regional Sewage Services Commission be extended to December 31, 2025.

**WRSSC Res.  
2024-38**

**MOTION CARRIED**

**ADJOURNMENT**

The meeting was Adjourned at 10:21 am.



Barry Crane, Chair



Verna Staples, Secretary

