

**MINUTES OF THE REGULAR MEETING OF
THE WESTEND REGIONAL SEWAGE SERVICES OF COMMISSION
February 23, 2021, 2:00 pm
BLACK DIAMOND COUNCIL CHAMBERS**

PRESENT

Chair Ted Bain, Vice-Chair Garry Raab, Member Brian Marconi (attended Virtually), Member John Waring, Public Works Manager Tom Dougall, MPE Kim Schurtz & MPE Jill Hardy (attended virtually), Treasurer Liza Zeer, Secretary Garity Stanley

CALL TO ORDER

Chair Bain called the meeting of the Westend Regional Sewage Services Commission to order at 2:00 pm

ADOPTION OF AGENDA

- 2021-02-23-01** Moved by Vice-Chair Raab to approve the Agenda as amended with the addition of:
- Main Lift Station Upgrades - Quote Results under **D. Staff Report - MPE Update.**

CARRIED

ADOPTION OF MINUTES

- 2021-02-23-02** Moved by Member Waring to approve the minutes of January 26, 2021 as presented.

CARRIED

STAFF REPORTS

- 2021-02-23-03** Moved by Member Marconi to accept MPE's Update Report for information purposes.

CARRIED

- 2021-02-23-04** Moved by Vice-Chair Raab that the Commission support MPE Engineering Ltd. recommendation and to authorize the awarding of the Main Lift Station Upgrades to MTK Construction Ltd. up to maximum of \$68,230.00 plus GST and for MPE to further negotiate the terms of the agreement.

CARRIED

- 2021-02-23-05** Moved by Member Waring to accept the Operator's Report for information purposes.

CARRIED

- 2021-02-23-06** Moved by Member Waring to accept the Secretary/Treasurer's report for information purposes.

CARRIED

FINANCIAL

- 2021-02-23-07 Moved by Member Marconi to accept the Accounts Payable List for January 2021 for information purposes.
CARRIED
- 2021-02-23-08 Moved by Vice-Chair Raab to accept the Cheque Log for January 2021 for information purposes.
CARRIED
- 2021-02-23-09 Moved by Vice-Chair Raab to accept the Balance Sheet and Income Statement as of February 17, 2021 for information purposes.
CARRIED

ACTION ITEMS

- 2021-02-23-10 Moved by Member Marconi that the Commission agree to accept the updated schedule for WRSSC - Lagoon Upgrade Project Timeline for information purposes.
CARRIED
- 2021-02-23-11 Moved by Member Marconi that the Commission approve the Draft ICIP Project Cash Flow - Dated December 18, 2020.
CARRIED
- 2021-02-23-12 Moved by Member Waring that the Commission agree to accept the Asset Management Spreadsheet for information purposes.
CARRIED
- 2021-02-23-13 Moved by Vice-Chair Raab that the Commission authorize that the Treasurer set up and use online banking and electronic fund transfers (EFT) for banking and bill payments.
CARRIED

ADJOURNMENT


Chair Bain adjourned the meeting at 3:40 pm.

NEXT MEETING: March 23, 2021 at 2:00 pm, Black Diamond Council Chambers unless a Special Meeting is needed before that time.

Approved by the Commission on 23 day of MARCH, 2021.



Ted Bain, Chair



Garity Stanley, Secretary