

WESTEND REGIONAL SEWAGE SERVICES COMMISSION

IN THE PROVINCE OF ALBERTA

HELD IN THE TOWN OF BLACK DIAMOND COUNCIL CHAMBERS, TOWN OFFICE

ON WEDNESDAY, FEBRUARY 23, 2022 AT 01:00 PM

PRESENT

(In Council Chambers, unless otherwise noted)

Chair John Waring, Vice-Chair Ted Bain, Directors Garry Raab and Heather Thomson
Public Works Manager Tom Dougall, Treasurer Liza Zeer, Secretary Verna Staples

PRESENTERS

MPE: Kim Schurtz and Colin McNab
Jonathan Lee (Acti-Zyme Products Ltd.)
Sharlene Brown (Town of Black Diamond)

REGRETS

None

Call to Order and Presentations

Chair John Waring called the meeting to Order at 1:00 pm.

Agenda - Addenda and Adoption

Moved by Director Heather Thomson that the Commission agree to adopt the Agenda, as amended by the addition of Item 7.3 MTK Invoice. **Res. 2022-20**

MOTION CARRIED

Adoption of Minutes

Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held January 26, 2022.

Moved by Director Garry Raab that the Commission agree to approve the minutes of January 26, 2022, as presented. **Res. 2022-21**

MOTION CARRIED

Delegations

Delegation Presentations

- **Acti-Zyme Products Ltd.**

Jonathan Lee provided the Commission with a PowerPoint presentation outlining the benefits of Acti-Zyme for sludge removal and overall system maintenance.

Delegation Decisions

Moved by Vice-Chair Ted Bain that the Commission agree to request that Tom Dougall and MPE consult with Acti-Zyme to determine a possible process for sludge removal in cells 1A and 1B, and request that MPE reach out to the municipalities providing Acti-Zyme references, and further request that this item be returned to the March 23, 2022 meeting.

Res. 2022-22

MOTION CARRIED

Administrative Reports

MPE's Report Update

Moved by Director Heather Thomson that the Commission agree to accept MPE's Report for information purposes.

Res. 2022-23

MOTION CARRIED

Operator's Report

Moved by Director Garry Raab that the Commission agree to accept the Operator's Report for information purposes.

Res. 2022-24

MOTION CARRIED

Secretary/Treasurer Report

Moved by Director Heather Thomson that the Commission agree to accept the Secretary/Treasurer Report for information.

Res. 2022-25

MOTION CARRIED

Financial

Financial Reports

- **Accounts Payable**
- **Cheque Log**
- **Balance Sheet and Income Statement**
- **Project Summary**

Moved by Vice-Chair Ted Bain that the Commission agree to accept the Financial Reports for information purposes.

Res. 2022-26

MOTION CARRIED

New Business

Correspondence and Information

No items to discuss

Debentures - Administration Report

Moved by Chair John Waring that the Commission agree to accept the report on Debentures for information.

Res. 2022-27

MOTION CARRIED

MTK Invoice

Moved by Vice-Chair Ted Bain that the Commission agree to deny the request of MTK Construction to pay a portion of the anticipated costs in advance of project completion.

Res. 2022-28

MOTION CARRIED

Recess/Reconvene

Chair John Waring declared a Recess at 2:42 pm.

The meeting was Reconvened at 2:46 pm by Chair John Waring.

Notices of Motion

None submitted

Round Table Discussion

No items to discuss

Closed Session (In-Camera)

- **Administration Contract - FOIP 25(1)(c)**
- **Advice from officials - FOIP 24(1)(b), FOIP Reg 18(1)(e)**
- **Advice from officials - FOIP 24(1)(b),(c) 25(1)(c)**
- **Lagoon Project Breakdown - FOIP 25(1)(c)**

Moved by Director Heather Thomson that the Commission agree to move to a Closed Session at 2:46 pm to discuss items held in confidence in accordance with the *Freedom of Information and Protection of Privacy Act*, sections 24(1)(b), 24(1)(c), 25(1)(c) and the FOIP Regulation section 18(1)(e).

Res. 2022-29

All four (4) Directors were present for the Closed Session. Treasurer Liza Zeer, Operator Tom Dougall and Secretary Verna Staples were present to provide information and administrative services.

MPE representatives Kim Schurtz and Colin McNab were present, as well as Sharlene Brown, CAO for the Town of Black Diamond, to provide information and advice.

WESTEND REGIONAL SEWAGE SERVICES COMMISSION

February 23, 2022

Moved by Vice-Chair Ted Bain that the Commission agree to revert to an Open meeting at 4:02 pm.

Res. 2022-30

MOTION CARRIED

Moved by Vice-Chair Ted Bain that the Commission agree to approve the Request for Change Order #6175-002, in an amount not to exceed \$38,000.00.

Res. 2022-31

MOTION CARRIED

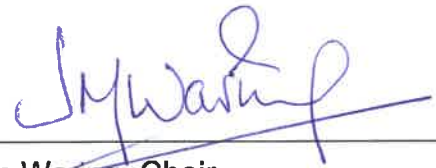
Moved by Director Garry Raab that the Commission agree to request that MPE file a FOIP Request with Alberta Environment requesting the details of the complaint.

Res. 2022-32

MOTION CARRIED

Adjournment

As there was no further business, the meeting was Adjourned at 4:14 pm by Chair John Waring.



John Waring, Chair



Verna Staples, Secretary