

**WESTEND REGIONAL SEWAGE SERVICES COMMISSION  
REGULAR MEETING**

**IN THE PROVINCE OF ALBERTA  
HELD IN THE TOWN OF DIAMOND VALLEY COUNCIL CHAMBERS  
ON WEDNESDAY, FEBRUARY 22, 2023 AT 1:00 PM**

**PRESENT**

(In Council Chambers, unless  
otherwise noted)

Chair Barry Crane, Vice-Chair Cindy Holladay, Director Heather Thomson, Director at Large Ted Bain and Director at Large John Waring

Operator Terry Orum  
Treasurer Liza Zeer; Secretary Verna Staples

CAO Shawn Patience

MPE: Kim Schurtz

**REGRETS**

None

**Call to Order and Presentations**

Chair Barry Crane called the meeting to Order at 1:02 pm.

**Agenda - Addenda and Adoption**

Administration requested the addition of Item 7.2 Weebly Changes, and Director John Waring requested an additional Closed Session item under section 24 of the FOIP Act.

Moved by Director John Waring that the Commission adopt the  
Agenda as amended.

**WRSSC Res.  
2023-46**

**MOTION CARRIED**

**Adoption of Minutes**

**Minutes of the Regular Meeting of Westend Regional Sewage Services  
Commission held January 25, 2023.**

**Minutes of the Special Meeting of of Westend Regional Sewage Services  
Commission held January 31, 2023.**

**Minutes of the Special Meeting of Westend Regional Sewage Services  
Commission held February 8, 2023.**



**Minutes of the Special Meeting of Westend Regional Sewage Services  
Commission held February 15, 2023.**

Moved by Director Ted Bain that the Commission adopt the Minutes of the following meetings of the Westend Regional Sewage Services Commission, as presented:

**WRSSC Res.  
2023-47**

- Regular Meeting held January 25, 2023,
- Special Meeting held January 31, 2023,
- Special Meeting held February 8, 2023, and
- Special Meeting held February 15, 2023.

**MOTION CARRIED**

**Delegations**

**Delegation Presentations**

*None scheduled*

**Delegation Decisions**

*None required*

**Administrative Reports**

**MPE's Report Update**

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

**WRSSC Res.  
2023-48**

**MOTION CARRIED**

Moved by Director Heather Thomson that the Commission direct MPE to provide a cost-benefit analysis to switch from Bioxide to sodium hypochlorite, to prepare for a potential fall test period of sodium hypochlorite.

**WRSSC Res.  
2023-49**

**MOTION CARRIED**

**Operator's Report**

*Nothing to discuss*

**Secretary/Treasurer Report**

Moved by Vice Chair Cindy Holladay that the Commission agree to accept the Secretary/Treasurer Report for information.

**WRSSC Res.  
2023-50**

**MOTION CARRIED**



**Financial**

**Financial Reports**

• **2022 Variance Report**

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

**WRSSC Res.  
2023-51**

**MOTION CARRIED**

**New Business**

**Lease of Recycle Depot**

Moved by Director Heather Thomson that the Commission authorize Chair Barry Crane and Treasurer Liza Zeer to sign the lease agreement for the Recycle Depot, as presented.

**WRSSC Res.  
2023-52**

**MOTION CARRIED**

**Website - Weebly Changes**

Moved by Chair Barry Crane that the Commission direct Administration to upgrade the Weebly site service plan, at a cost not to exceed \$150.00 annually.

**WRSSC Res.  
2023-53**

**MOTION CARRIED**

**Notices of Motion**

*None submitted*

**Round Table Discussion**

*No items to discuss*

**Closed Session (In-Camera)**

**Lagoon Project Breakdown - FOIP 25(1)(c)**

Moved by Director John Waring that the Commission move into a Closed Session at 1:34 pm to discuss items relating to the Lagoon Project, in accordance with the *Freedom of Information and Protection of Privacy Act*, sections 24 and 25.

**WRSSC Res.  
2023-54**

**MOTION CARRIED**

All five (5) Directors were presented for the Closed Session, along with: Treasurer Liza Zeer, Secretary Verna Staples, Operator Terry Orum and MPE representative Kim Schurtz. Operator Terry Orum left the meeting at 2:09 pm.

Moved by Director Ted Bain that the Commission revert to an Open meeting at 2:36 pm.

**WRSSC Res.  
2023-55**

**MOTION CARRIED**

WESTEND REGIONAL SEWAGE SERVICES COMMISSION

February 22, 2023

Moved by Vice Chair Cindy Holladay that the Commission return to the Closed Session at 2:41 pm.

**WRSSC Res.  
2023-56**

**MOTION CARRIED**

All five (5) Directors were presented for the Closed Session, along with: Treasurer Liza Zeer, Secretary Verna Staples and MPE representative Kim Schurtz.

Moved by Director Ted Bain that the Commission revert to an Open meeting at 2:54 pm.

**WRSSC Res.  
2023-57**

**MOTION CARRIED**

**Adjournment**

The meeting was Adjourned at 2:54 pm by Chair Barry Crane.



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Barry Crane, Chair



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Verna Staples, Secretary