

**MINUTES OF THE REGULAR MEETING OF
THE WESTEND REGIONAL SEWAGE SERVICES OF COMMISSION
January 26, 2021, 2:00 pm
BLACK DIAMOND COUNCIL CHAMBERS**

PRESENT

Chair Ted Bain, Vice-Chair Garry Raab, Member Brian Marconi (attended Virtually), Member John Waring, Recording Secretary Laurie McCreary-Burke, CAO Sharlene Brown, Public Works Manager Tom Dougall, MPE Kim Schurtz (attended virtually), Liza Zeer, Garity Stanley

CALL TO ORDER

Chair Bain called the meeting of the Westend Regional Sewage Services Commission to order at 2:15 pm

ADOPTION OF AGENDA

- 2021-01-26-01 Moved by Vice-Chair Raab to approve the Agenda as amended with the addition of:
- G. VI - Acknowledgement of Ms. McCreary-Burke's years of work.
- CARRIED

ADOPTION OF MINUTES

- 2021-01-26-02 Moved by Member Waring to approve the minutes of December 8, 2020 as presented.
- CARRIED

STAFF REPORTS

- 2021-01-26-03 Moved by Member Waring to accept MPE's Update Report for information purposes.
- CARRIED

Public Works Manager, Mr. Dougall left the meeting at 3:22 pm.

- 2021-01-26-04 Moved by Vice-Chair Raab that WRSSC directs MPE to proceed with the design work for the Westend Sewage Lagoon Updates.
- CARRIED

MPE, Mr. Schurtz left the meeting at 3:51 pm.

- 2021-01-26-05 Moved by Member Marconi to accept the Operator's Report for information purposes.
- CARRIED

2021-01-26-06 Moved by Vice-Chair Raab to accept the Secretary/Treasurer's report for information purposes.
CARRIED

FINANCIAL

2021-01-26-07 Moved by Member Marconi to accept the Accounts Payable List for January 20, 2021 and the Balance Sheet and Income Statement for December 31, 2020 for information purposes.
CARRIED

ACTION ITEMS

2021-01-26-08 Moved by Vice-Chair Raab to approve the Contract with the Town of Black Diamond for Management/Administration Services as amended.
CARRIED

2021-01-26-09 Moved by Member Waring to appoint Garity Stanley to the Position of Secretary, FOIP Contract and Project Liaison.
CARRIED

2021-01-26-10 Moved by Vice-Chair Raab to appoint Liza Zeer to the Position of Treasurer and Financial Contact.
CARRIED

2021-01-26-11 Moved by Member Marconi to remove Laurie McCreary-Burke, Secretary/Treasurer as signing authority and to add as signing authorities Garity Stanley, Secretary and Liza Zeer, Treasurer, either of who may sign but the other signature must be Chair or Vice Chair.
CARRIED

2021-01-26-12 Moved by Vice-Chair Raab to approve the Draft ICIP Project Cash Flow.
CARRIED

2021-01-26-13 Moved by Vice-Chair Raab that letters be sent to the Towns of Turner Valley and Black Diamond to request them to transfer their committed Off-site Levies to WRSSC by March 31, 2021.
CARRIED

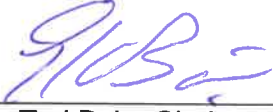
2021-26-01-14 Moved by Chair Bain that the Commission express our gratitude for the exemplary work and dedication to the Westend Regional Services Commission displayed by Ms. McCreary-Burke during her career with the Commission.
CARRIED

ADJOURNMENT

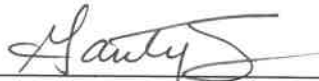
Chair Bain adjourned the meeting at 4:14 pm.

**NEXT MEETING: February 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 Feb, 21.



Ted Bain, Chair



Garity Stanley, Secretary