

**WESTEND REGIONAL SEWAGE SERVICES COMMISSION**  
**IN THE PROVINCE OF ALBERTA**  
**HELD IN THE TOWN OF BLACK DIAMOND COUNCIL CHAMBERS**  
**ON WEDNESDAY, JULY 27, 2022 AT 1:00 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

MPE: Kim Schurtz

**REGRETS**

Ryan Fitzsimmons (MPE)

**Call to Order and Presentations**

The meeting was called to Order at 1:00 pm by Chair John Waring.

**Agenda - Addenda and Adoption**

Moved by Vice-Chair Ted Bain that the Agenda be adopted, as presented, **Res. 2022-124**

**MOTION CARRIED**

**Adoption of Minutes**

**Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held June 22, 2022**

Moved by Director Heather Thomson that the Commission approve the minutes of the regular meeting held June 22, 2022, as presented, **Res. 2022-125**

**MOTION CARRIED**

**Delegations**

**Delegation Presentations**

*None scheduled*

**Delegation Decisions**

*None required*

**Administrative Reports**

**MPE's Report Update**

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

**Res. 2022-126**

**MOTION CARRIED**

**Operator's Report**

Moved by Vice-Chair Ted Bain that the Commission agree to accept the Operator's Report for information purposes.

**Res. 2022-127**

**MOTION CARRIED**

**Secretary/Treasurer Report**

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

**Res. 2022-128**

**MOTION CARRIED**

**Financial**

**Financial Reports**

- Accounts Payable
- Cheque Log
- Balance Sheet and Income Statement

Moved by Director Garry Raab that the Commission agree to accept the Financial Reports for information purposes.

**Res. 2022-129**

**MOTION CARRIED**

**New Business**

**Request to Pay Holdback**

Moved by Vice-Chair Ted Bain that the Commission agree to pay holdback amounts for work completed prior to May 31, 2022, as requested, in the amount of \$409,879.84 plus GST.

**Res. 2022-130**

**MOTION CARRIED**

**Town of Black Diamond Circulation RD22-01**

Moved by Director Heather Thomson that the Commission agree to accept the Town of Black Diamond Circulation RD22-01 for information purposes.

**Res. 2022-131**

**MOTION CARRIED**

**Notices of Motion**

*None submitted*

**Round Table Discussion**

*No items to discuss*

**Recess/Reconvene**

Chair John Waring declared a Recess at 1:41 pm for five (5) minutes.

The meeting was Reconvened by Chair John Waring at 1:47 pm.

**Closed Session (In-Camera)**

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

Moved by Director Garry Raab that the Commission agree to move to a Closed Session at 1:47 to discuss the Lagoon Project updates, in accordance with FOIP 25(1)(c).

**Res. 2022-132**

**MOTION CARRIED**

The four Directors were present for both Closed Session items.

Kim Schurtz of MPE, Operator Tom Dougall, Treasurer Liza Zeer and Secretary Verna Staples were in attendance to provide information and administrative services.

Kim Schurtz left the meeting at 2:02 pm. Tom Dougall, Liza Zeer and Verna Staples remained in attendance.

**One item held in confidence - FOIP 24(1)**

- ***scheduled for a 2:00 pm start time.***

CAO Shawn Patience of Turner Valley and Black Diamond CAO Sharlene Brown, Planning and Development Officer Rod Ross and Finance Manager Shirley Campbell arrived at 2:02 pm, as requested by the Directors, for this Closed Session discussion.

CAO Shawn Patience, CAO Sharlene Brown, Planning & Development Officer Rod Ross, Finance Manager Shirley Campbell and Operator Tom Dougall left the meeting at 2:45 pm.

Director Heather Thomson left the meeting at 3:06 pm.

Moved by Vice-Chair Ted Bain that the Commission revert to an Open meeting at 3:17 pm. **Res. 2022-133**

**MOTION CARRIED**

Moved by Director Garry Raab that the Commission agree to request that Administration prepare a report to the Joint Friendship Agreement Committee that requests the following: **Res. 2022-134**

- support for extending Westend Regional Sewage Services Commission until December 31, 2024, and
- support for Westend Regional Sewage Services Commission amending its bylaw (effective January 1, 2023) to have three (3) Directors, who are elected officials of the Town of Diamond Valley, and two (2) Directors at large, who will receive a similar Per Diem to the elected Directors, paid by the Commission.


**MOTION CARRIED**

Moved by Vice-Chair Ted Bain that the Commission agree to request that Chair John Waring sign the letter to the Minister of Environment and Parks, as presented and amended. **Res. 2022-135**

**MOTION CARRIED**

**Adjournment**

As there was no further business, the meeting was Adjourned at 3:35 pm by Chair John Waring.

  
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John Waring, Chair    Ted Bain, Vice Chair

  
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Verna Staples, Secretary