

**MINUTES OF THE REGULAR MEETING OF
THE WESTEND REGIONAL SEWAGE SERVICES OF COMMISSION
March 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 (attended virtually), Public Works Manager Tom Dougall, MPE Kim Schurtz (attended virtually), Avail LLP Darren Adamson (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

2021-03-23-01

Moved by Member Marconi to approve the Agenda as amended with the addition of:

- Procurement Seminar - Next Steps - under **(G) New Business**
- Closed Session - under **(I) and renumbering of Adjournemnt to (J)**

MOTION CARRIED

ADOPTION OF MINUTES

2021-03-23-02

Moved by Vice-Chair Raab to approve the minutes of February 23, 2021 as presented.

MOTION CARRIED

DELEGATION

2021-03-23-03

Moved by Vice-Chair Raab to accept the 2020 Audited Financial Statements from Avail LLP as amended.

MOTION CARRIED

STAFF REPORTS

2021-03-23-04

Moved by Member Marconi to accept MPE's Update Report for information purposes.

MOTION CARRIED

2021-03-23-05

Moved by Member Waring to accept the Operator's Report for information purposes.

MOTION CARRIED

2021-03-23-06

Moved by Vice-Chair Raab to accept the Secretary/Treasurer's report for information purposes.

MOTION CARRIED

FINANCIAL

2021-03-23-07 Moved by Member Marconi to accept the Accounts Payable List for February 2021 for information purposes.

MOTION CARRIED

2021-03-23-08 Moved by Member Waring to accept the Cheque Log for February 2021 for information purposes.

MOTION CARRIED

2021-03-23-09 Moved by Vice-Chair Raab to accept the Balance Sheet and Income Statement as of March 16, 2021 for information purposes.

MOTION CARRIED

2021-03-23-10 Moved by Member Marconi to accept the Project Summary as of March 16, 2021 for information purposes.

MOTION CARRIED

ACTION ITEMS

2021-03-23-11 Moved by Member Waring that the Commission direct Administration to provide feedback on proposed sewer flows and if there is a testing manhole for sewage samples to the Town of Black Diamond's Planning and Development Department prior to April 5, 2021 regarding DP21-23.

MOTION CARRIED

2021-03-23-12 Moved by Vice-Chair Raab that the Commission agree to receive information from Watt Consulting Group for information purposes.

MOTION CARRIED

Chair Bain declared a Recess at 4:13 pm for five (5) minutes.

The meeting was Reconvened at 4:17 pm by Chair Bain.

CLOSED SESSION

2021-03-23-13 Moved by Member Marconi that the Commission agree to move into a Closed Session at 4:17 pm to discuss:

- Personnel Matters - FOIP - 18(1)(b)
- As per the *Freedom of Information and Protection Privacy Regulation*.

MOTION CARRIED

Minutes of the Regular Meeting of the
Westend Regional Sewage Services Commission
of March 23, 2021

Four (4) Commission Members were present. Treasurer Liza Zeer and Secretary Garity Stanley were in attendance to provide administrative services.

2021-03-23-14

Moved by Member Waring that the Commission agree to return to an Open Meeting at 4:21 pm.

MOTION CARRIED

ADJOURNMENT

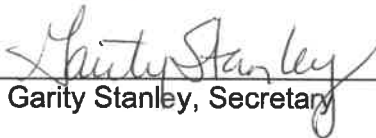
Chair Bain adjourned the meeting at 4:22 pm.

NEXT MEETING: April 27, 2021 at 2:00 pm, Black Diamond Council Chambers unless a Special Meeting is needed before that time.

Approved by the Commission on 27 day of Apr, 21.



Ted Bain, Chair



Garity Stanley, Secretary

