

WESTEND REGIONAL SEWAGE SERVICES COMMISSION
IN THE PROVINCE OF ALBERTA
HELD IN THE TOWN OF BLACK DIAMOND COUNCIL CHAMBERS, TOWN OFFICE
ON TUESDAY, NOVEMBER 23, 2021 AT 06:00 PM

***During the pandemic, and with the recent Public Health Orders,
the Public is required to attend the meeting remotely
from a computer, tablet or smartphone***

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**Charges may apply based on your calling plan*

Commission members may attend meetings virtually at their discretion

PRESENT

(In Council Chambers, unless otherwise noted)

Chair John Waring, Vice-Chair Ted Bain, Member Garry Raab, Member Heather Thomson, Public Works Manager Tom Dougall (left at 6:48 pm), Treasurer Liza Zeer, Secretary Garity Stanley

PRESENTERS

MPE Kim Schurtz, MPE Colin McNab, Rod Ross, Craig Beaton

REGRETS

None

Call to Order and Presentations

Chair Ted Bain called the meeting to Order at 6:10 pm.

Agenda - Addenda and Adoption

Adoption of the Agenda

Moved by Chair Ted Bain that the Commission agree to adopt the Agenda, as presented. **Res. 2021-96**

MOTION CARRIED

Organizational

Appointment of Chair & Vice-Chair

Moved by Vice-Chair Garry Raab that the Commission agree to appoint Member John Waring as Chair of the WRSSC and to appoint Member Ted Bain as the Vice-Chair. **Res. 2021-97**

MOTION CARRIED

Delegations

Delegation Presentations

None scheduled

JMW 

Delegation Decisions

None required

New Business

Black Diamond - Watershed Resiliency and Restoration Program

Moved by Member Garry Raab that the Commission agree to authorize the Town of Black Diamond to apply for the Watershed Resiliency and Restoration Program Grant in order to construct a pathway on the east side of the creek on WRSSC lands.

Res. 2021-98

MOTION CARRIED

Trail Head Across WRSSC Land - Turner Valley

Moved by Member Garry Raab that the Commission agree to support the request by the Town of Turner Valley to use sections of the Westend right of way to create a pathway to connect to Black Diamond.

Res. 2021-99

MOTION CARRIED

Administrative Reports

Operator's Report

Tom Dougall – Report

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

Res. 2021-100

MOTION CARRIED

Secretary/Treasurer Report

WRSSC Administration Report

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

Res. 2021-101

MOTION CARRIED

MPE's Report Update

Kim Schurtz - Update

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

Res. 2021-102

MOTION CARRIED



WESTEND REGIONAL SEWAGE SERVICES COMMISSION

November 23, 2021

Moved by Member Heather Thomson that the Commission agree to direct MPE Engineering Ltd. to waive the CMD contract clause requiring AEP approvals before construction begins.

Res. 2021-103

MOTION CARRIED

Recess/Reconvene

Chair John Waring declared a Recess at 8:04 pm for five (5) minutes.

The meeting was Reconvened at 8:09 pm by Chair John Waring.

Closed Session (In-Camera)

Engineering Discussion - FOIP, section 19(1), 24(1)(c)

Moved by Member Heather Thomson that the Commission agree to move to a Closed Session at 8:09 pm to discuss engineering for Lagoon Upgrade Project, held in confidence in accordance with sections 19(1) and 24(1)(c) of the *Freedom of Information and Protection of Privacy Act*.

Res. 2021-104

MOTION CARRIED

Chair John Waring, Vice-Chair Ted Bain, Member Garry Raab and Member Heather Thomson were present in the Council Chambers. MPE Ltd. Kim Schurtz, MPE Colin McNab, Secretary Garity Stanley and Treasurer Liza Zeer were present in Council Chambers to provide information and administrative services.

Moved by Chair Ted Bain that the Commission agree to return to an Open Meeting at 8:33 pm.

Res. 2021-105

MOTION CARRIED

Adoption of Minutes

Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held September 28, 2021.

Moved by Member Garry Raab that the Commission approve the minutes of September 28, 2021 as presented.

Res. 2021-106

MOTION CARRIED

Minutes of the Special Meeting of Westend Regional Sewage Services Commission held October 15, 2021.

Moved by Vice-Chair Ted Bain that the Commission approve the minutes of October 15, 2021 Special Meeting, as presented.

Res. 2021-107

MOTION CARRIED



Minutes of the Special Meeting of Westend Regional Sewage Services Commission held October 29, 2021.

Moved by Member Heather Thomson that the Commission approve the minutes of October 29, 2021 Special Meeting, as presented.

Res. 2021-108

MOTION CARRIED

Financial

Accounts Payable

Accounts Payable - September & October 2021

Cheque Log

Cheque Log - September & October 2021

Balance Sheet and Income Statement

Balance Sheet as of November 19, 2021

Income Statement as of November 19, 2021

Project Summary

Project Summary as of November 19, 2021

Moved by Member Heather Thomson that the Commission agree to accept the Financial Reports for information purposes.

Res. 2021-109

MOTION CARRIED

Action Items

Signing Authorities

Moved by Member Garry Raab that the Commission agree to appoint the Chair John Waring and the Vice-Chair Ted Bain as the Signing Authorities for the Westend Regional Sewage Services Commission and that Secretary Garity Stanley and Treasurer Liza Zeer will remain as signing authorities, either of who may sign but the other signature must be Chair or Vice-Chair.

Res. 2021-110

MOTION CARRIED



Meeting Schedule

Moved by Chair John Waring that the Commission agree that WRSSC Meetings will be on fourth Wednesday of the month at 1:00 pm.

Res. 2021-111

MOTION CARRIED

Urban Systems - Governance & Management Frameworks for Regional Utilities

Moved by Member Garry Raab that the Commission agree to accept the report from Urban System on the Governance & Management Framework for Regional Utilities.

Res. 2021-112

MOTION CARRIED

Correspondence and Information

Correspondence and Information

Orientation Package

Historical Resources Application - Completion

Correspondence Decisions

Moved by Member Heather Thomson that the Commission agree to accept Correspondence and Information for information purposes.

Res. 2021-113

MOTION CARRIED

Notices of Motion

None submitted

Round Table Discussion

Moved by Member Heather Thomson that the Commission agree to add to future agendas that the last item be a Round Table Discussion.

Res. 2021-114

MOTION CARRIED

Moved by Member Garry Raab that the Commission direct Administration to send to JFAC as an information item for the next JFAC Agenda the Commission's decision to continue to move forward with the Lagoon Upgrade Project.

Res. 2021-115

MOTION CARRIED



Moved by Member Garry Raab that the Commission agree to direct the Chair and Vice-Chair to meet with the CAO of Turner Valley to discuss the availability of Turner Valley's Project Manager, Development & Infrastructure, to help with project management and technical advice for the Lagoon Upgrade Project.

Res. 2021-116

MOTION CARRIED

Adjournment

As there was no further business, the meeting was Adjourned at 9:15 pm by Chair John Waring.



John Waring, Chair



Secretary