

MINUTES
OF THE REGULAR MEETING OF THE
WESTEND REGIONAL SEWAGE SERVICES COMMISSION
IN THE PROVINCE OF ALBERTA,
HELD IN THE COUNCIL CHAMBERS
ON WEDNESDAY, OCTOBER 25, 2023, AT 9:30 AM

PRESENT	Chair Barry Crane, Vice-Chair Cindy Holladay, Director Heather Thomson, Director at Large Ted Bain
Diamond Valley Staff	Treasurer Liza Zeer, Secretary Verna Staples, Operator Terry Orum, Manager of Operations, Utilities and Parks, Craig Beaton.
MPE Representatives	Jill Hardy, Colin McNab
REGRETS	None

CALL TO ORDER and PRESENTATIONS

Chair Barry Crane called the meeting to Order at 9:57 a.m.

AGENDA - Addenda and Adoption

Adoption of the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held on October 25, 2023

Moved by Director Heather Thomson that the Commission adopt the Agenda for the Regular Meeting of the Westend Regional Sewage Services Commission held on October 25, 2023, adding 7.2 "AMWWP Grant Application".

**WRSSC Res.
2023-130**

MOTION CARRIED

ADOPTION OF MEETING MINUTES

Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held September 21, 2023

Moved by Vice Chair Cindy Holladay that the Commission adopt the Minutes of the Regular Meeting of Westend Regional Sewage Services Commission held September 21, 2023, as presented.

**WRSSC Res.
2023-131**

MOTION CARRIED

DELEGATIONS

None scheduled.



ADMINISTRATIVE REPORTS

MPE Report

Moved by Director Heather Thomson that the Commission accept the MPE Report for information.

**WRSSC Res.
2023-132**

MOTION CARRIED

Operator's Report

Moved by Chair Barry Crane that the Commission accept the Operator's Report for information.

**WRSSC Res.
2023-133**

MOTION CARRIED

Secretary/Treasurer Report

Moved by Director at Large Ted Bain that the Commission accept the Secretary/Treasurer Report for information.

**WRSSC Res.
2023-134**

MOTION CARRIED

FINANCIAL REPORTING

Quarterly Financial Reports

Moved by Chair Barry Crane that the Commission accept the Quarterly Financial Reports for information.

**WRSSC Res.
2023-135**

MOTION CARRIED

NEW BUSINESS

Resignation of Director at Large

Moved by Director at Large Ted Bain that the Commission direct Admin to amend the WRSSC Bylaw to indicate that the Commission "may have" up to two (2) Directors at Large.

**WRSSC Res.
2023-136**

MOTION CARRIED

AMWWP Grant Application

Moved by Vice Chair Cindy Holladay that the Commission accept the draft letter to AMMWP.

**WRSSC Res.
2023-137**

MOTION CARRIED

CORRESPONDENCE

October 6, 2023 Letter from Nikolai Thomas, Director, Grants Administration, Alberta Transportation and Economic Corridors

NOTICES OF MOTION

None submitted

ROUND TABLE DISCUSSION

Nothing to discuss



Recess and Reconvene

Chair Barry Crane declared a Recess at 11:08 a.m.

The meeting was Reconvened at 11:21 a.m.

CLOSED MEETING

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

Legal Matters - FOIP 27(1)

Moved by Director at Large Ted Bain that the Commission
move into a Closed Meeting at 11:21 a.m.

**WRSSC Res.
2023-138**

MOTION CARRIED

Chair Barry Crane, Vice Chair Cindy Holladay, Director Heather Thomson, and Director at Large Ted Bain were present for the Closed meeting, as well as Secretary Verna Staples, Treasurer Liza Zeer, and Manager of Operations, Utilities and Parks Craig Beaton.

Moved by Director at Large Ted Bain that the Commission
revert to an Open meeting at 11:49 a.m.

**WRSSC Res.
2023-139**

MOTION CARRIED

ADJOURNMENT

The meeting Adjourned at 11:49 a.m.



Barry Crane, Chair



Verna Staples, Secretary

