

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE  
TRIVILLAGE REGIONAL SEWAGE SERVICES COMMISSION  
IN THE PROVINCE OF ALBERTA, HELD ON NOVEMBER 19<sup>TH</sup>, 2020,  
AT THE ALBERTA BEACH COUNCIL CHAMBERS IN THE  
VILLAGE OF ALBERTA BEACH, AB.  
COMMENCING AT 7:00 P.M.**

**IN ATTENDANCE**

Brian Purnell, Chairperson  
Roger Montpellier, Member  
Jim Benedict, Member  
Richard Martin, Member  
Angela Duncan, Member  
Marlene Walsh, Member via Zoom  
Dennis Evans, CAO  
Jason Madge, Manager

**ABSENT**

**CALL TO ORDER**

The Board meeting was called to order at 7:05 p.m. by Brian Purnell.

**ACCEPTANCE OF  
AGENDA**

Res. P20-231

Added to the Agenda was item 6b) Bylaw Review.  
Moved by Richard Martin that today's agenda, as amended,  
be adopted. CARRIED

**APPROVAL OF  
MINUTES**

Res. P20-232

Moved by Jim Benedict the Minutes of the Regular Meeting of the Board held on September 17<sup>th</sup>, 2020, be approved, as presented. CARRIED

**DELEGATIONS**

Res. A20-200

Mr. Paul Hanlan & Kessie Grovender, P Eng.  
of SV Planning & Development.  
Paul & Kessie presented to the Board the 2020 Sewer Rate Model.  
Moved by Richard Martin that the Board accept the presentation for information. CARRIED

**SYSTEM UPDATE**

Res. A20-201

Jason Madge updated the Board on the status of the sewage system. No major issues were noted.  
Moved by Richard Martin that the Board accept Jason's presentation for information. CARRIED

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**NEW BUSINESS**

Bear Land Services:

Utility Right of Way documents were presented to the Board.

Res. A20-202

Moved by Richard Martin that the Commission authorize Brian Purnell and Jim Benedict to execute the documents.

CARRIED

**BYLAWS**

There were no Bylaws for this meeting.

Angela Duncan wanted to review the Bylaws of the Commission. Item tabled to the next meeting.

Res. A20-203

Moved by Roger Montpelier that administration get a quote from Brownlee LLP on doing a review of our Bylaws.

CARRIED

**FINANCIAL**

Financial Reports for October:

CAO Dennis Evans presented to the Board the October financial statements as follows:

- Revenue & Expenditure Statement YTD.
- Balance Sheet as of the end of October.
- Cash Disbursement Journal for October.
- Bank Reconciliation Reports for October.

Res. P20-233

Moved by Angela Duncan that the Financial Statements for October, as presented, be accepted for information.

CARRIED

Administration presented to the Board the 2021 Budget and the Municipal splits.

Res. P20-234

Moved by Angela Duncan that the Board approves the 2021 Budget and Municipal splits.

CARRIED

Res. A20-204

Moved by Richard Martin that the commission continue to Hold Back the \$5,000.00 owed to Pidherney's until the issue is inspected and corrected.

CARRIED

Res. A20-205

Moved by Richard Martin that Jason Madge prepare a Capital budget for the next 5, 10, & 25 years.

CARRIED

**CORRESPONDENCE**

Correspondence received from Municipal Affairs explaining some of the changes to Regional Service Commissions.

Res. A20-206

Moved by Richard Martin that the correspondence be received for information.

CARRIED

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**CONFIDENTIAL  
ITEMS**

Res. A20-207

Moved by Angela Duncan that the Board approves and authorizes Brian Purnell, Jim Benedict, & Roger Montpellier to execute the Management Services Agreement. CARRIED

**NEXT MEETING DATE**

The next regular meeting will be at the call of the chair, however, set the proposed date of January 21<sup>st</sup>, 2021, location to be determined.

**ADJOURNMENT**

Having no further business to attend to for this meeting Brian Purnell adjourned the meeting at 10:11 p.m.

These minutes approved this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Brian Purnell, Chairperson

\_\_\_\_\_  
Dennis Evans, CAO