

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE
REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, MARCH 13, 2024,
AT ALBERTA BEACH COUNCIL CHAMBERS, COMMENCING AT 7:00 P.M.**

IN ATTENDANCE

Gwen Jones, Chairperson (Via Zoom)
Keir Packer, Vice Chairperson (via Zoom)
Alan Christiansen, Director
Roger Montpellier, Director (via Zoom)
Kelly Muir, Director
Daryl Weber, Director
Angela Duncan, Chief Administrative Officer
Jason Madge, Manager/Operator
Heather Luhtala, Chief Financial Officer (Via Zoom until 7:24 p.m.)
Steven Kim, Auditor, Doyle & Company (Via Zoom until 7:28 p.m.)

ABSENT

n/a

CALL TO ORDER

Chairperson Gwen Jones called the meeting to order at 7:00 p.m.

As both Chairperson Gwen Jones and Vice Chairperson Keir Packer were attending the meeting via Zoom, it was decided that Director Kelly Muir would Chair the meeting.

**ACCEPTANCE OF
AGENDA**

Res. 24-014

Moved by Director Al Christiansen that the March 13th, 2024 Regular Meeting Agenda be approved with the following amendment:

Item 10: Change the next meeting location from Sunset Point Administration Building to Alberta Beach Council Chambers.

CARRIED

**APPROVAL OF
MINUTES**

Res. 24-015

Moved by Director Daryl Weber that the minutes of the January 10th Regular Board Meeting be approved as presented.

CARRIED

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE
REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, MARCH 13, 2024,
AT ALBERTA BEACH COUNCIL CHAMBERS, COMMENCING AT 7:00 P.M.**

DELEGATIONS

Steven Kim, TVRSSC Auditor, Doyle and Company – 2023 Draft Audited Financial Statements

Res. 24-016 Moved by Chairperson Gwen Jones that the 2023 Audited Financial Statements be amended to allocate the 2023 surplus of \$182,113 as follows:

Capital Replacement Reserve - \$63,740
Sewer Revitalization Reserve - \$63,740
Unrestricted Surplus - \$54,633

CARRIED

Res. 24-017 Moved by Vice Chairperson Keir Packer that the 2023 Audited Financial Statements be approved as amended.

CARRIED

Res. 24-018 Moved by Director Roger Montpellier that the board authorize a prior period adjustment to the 2022 Audited Financial Statements to align with current PSAB accounting standards which will now recognize the prior deferred capital asset contribution into equity in tangible capital assets in the current year.

CARRIED

REPORTS

Res. 24-019 Moved by Director Kelly Muir that the Chairpersons report, as verbally provided by Gwen Jones, be accepted for information.

CARRIED

Res. 24-020 Moved by Director Al Christiansen that the Administration Report, as presented by Chief Administrative Officer, Angela Duncan, be accepted for information.

CARRIED

Res. 24-021 Moved by Chairperson Gwen Jones that the year-to-date financial report, as of February 29, 2024 be accepted for information.

CARRIED

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE
REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, MARCH 13, 2024,
AT ALBERTA BEACH COUNCIL CHAMBERS, COMMENCING AT 7:00 P.M.**

Res. 24-022 Moved by Director Daryl Weber that the Operator's Report, as presented by Jason Madge, be accepted for information.
CARRIED

BYLAWS & POLICIES n/a

OLD BUSINESS

Res. 24-023 Moved by Chairperson Gwen Jones that the tax notice insert regarding maintenance costs associated with the disposal of inappropriate items into the sewer system be approved and further that the TVRSSC request member municipalities include the approved insert, with copies provided by the TVRSSC, in their upcoming tax mail outs.
CARRIED

NEW BUSINESS

Res. 24-024 Moved by Director Kelly Muir that there are no concerns with the February 21, 2024 Lac Ste Anne County Adjacent Landowner Referral for the Development Permit application to turn a shop into a wedding venue at 54431A Ste Anne Trail and further that this be accepted for information.
CARRIED

Agenda Item 8.b was tabled by consensus until after closed session.

INFORMATION ITEMS

Res. 24-025 Moved by Director Daryl Weber that the board accept the following information items, for information:
 a) March 1, 2024 email and letter from RMA Insurance regarding Genesis Annual General Meeting
CARRIED

NEXT MEETING DATE Confirmed as May 8, 2024 at 7:00 pm at the Alberta Beach Council Chambers

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE
REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, MARCH 13, 2024,
AT ALBERTA BEACH COUNCIL CHAMBERS, COMMENCING AT 7:00 P.M.**

**CONFIDENTIAL
ITEMS**

Res. 24-026 Moved by Director Kelly Muir that, pursuant to section 197(2) of the Municipal Government Act, the Board go into a closed meeting session at 8:09 p.m. to discuss the following:

- a) Third Party Agreements – Third Party Business Interests (FOIPP Act Section 16)
- b) January 23, 2024 Correspondence from Lac Ste Anne County – Intergovernmental Relations (FOIPP Act Section 21)

CARRIED

The following individuals were present for the closed session:

Gwen Jones (via Zoom)
Keir Packer (via Zoom)
Alan Christiansen
Roger Montpellier (via Zoom)
Kelly Muir
Daryl Weber
Jason Madge
Angela Duncan

Res. 24-027 Moved by Chairperson Gwen Jones that the Board come out of closed meeting session at 8:39 p.m.

CARRIED

Res. 24-028 Moved by Chairperson Gwen Jones that the board accept the January 23, 2024 correspondence from Lac Ste Anne County Reeve Blakeman for information and further that a response be sent to Reeve Blakeman requesting information regarding ratepayers who would like to be notified of our discharge so that we may update our records accordingly.

CARRIED

ADJOURNMENT

As all matters have been addressed meeting Chair, Director Kelly Muir, declared the meeting adjourned at 8:40 p.m.

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE
REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, MARCH 13, 2024,
AT ALBERTA BEACH COUNCIL CHAMBERS, COMMENCING AT 7:00 P.M.**

These minutes approved this 8th day of May, 2024.

Chairperson, Gwen Jones

CAO, Angela Duncan