

**Minutes of an Organizational Meeting of the  
Board of the Tri Village Regional Sewage Services Commission  
In the Province of Alberta,  
Held on Wednesday, November 13, 2024, at Alberta Beach Council Chambers,  
Commencing At 7:00 P.M.**

**IN ATTENDANCE**

Gwen Jones, Chairperson  
Keir Packer, Vice Chairperson  
Alan Christiansen, Director  
Kelly Muir, Director  
Daryl Weber, Director  
Angela Duncan, Chief Administrative Officer  
Jason Madge, Manager/Operator

**ABSENT**

Roger Montpellier, Director

**CALL TO ORDER**

Chairperson Gwen Jones called the meeting to order at 6:59 p.m.

**ACCEPTANCE OF  
AGENDA**

Res. 24-066

**MOVED** by Director Kelly Muir that the November 13<sup>th</sup>, 2024 Organizational Meeting Agenda be approved as presented.

**CARRIED**

**NOMINATIONS**

Res. 24-067

**MOVED** by Director Alan Christiansen that the Board confirms that the Chair of the Tri Village Regional Sewer Services Commission remains Gwen Jones and the Vice Chair remains Keir Packer.

**CARRIED**

**FINANCIAL  
CONFIRMATION**

Res. 24-068

**MOVED** by Director Daryl Weber that the signing authority be confirmed as Chairperson Gwen Jones, Director Alan Christiansen and Chief Administrative Officer Angela Duncan, with any two signatures being required.

**CARRIED**

Res. 24-069

**MOVED** by Vice Chairperson Keir Packer that the banking authority be confirmed as ATB Financial.

**CARRIED**

Res. 24-070

**MOVED** by Director Kelly Muir that Member reimbursement be confirmed as \$130/meeting for Board Members and \$150/meeting for the Chair, plus mileage at the CRA Rate.

**CARRIED**

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**CONFIRMATION OF  
APPOINTMENTS**

Res. 24-071

**MOVED** by Director Daryl Weber that the following appointments be confirmed:

- a) Secretary-Treasurer / Chief Administrative Officer, Angela Duncan
- b) Operations Manager, Jason Madge
- c) Engineer, Associated Engineering and / or Bolson Engineering
- d) Auditor, Doyle and Company Chartered Accountants
- e) Solicitor, Reynolds Mirth Richards Farmer (RMRF) LLP and / or Patriot Law
- f) FOIPP – Chief Administrative Officer, Angela Duncan

**CARRIED**

**MEETING DATES**

Res. 24-072

**MOVED** by Director Alan Christiansen that regular board meetings be confirmed as the second Wednesday of every second month, commencing in January, at 7:00 p.m. at Alberta Beach Council Chambers.

**CARRIED**

**COMMISSION  
OFFICE LOCATION**

Res. 24-073

**MOVED** by Chairperson Gwen Jones that the commission office be confirmed as the Wildwillow Administration Office, located at 2317 Twp Rd 545, Lac Ste Anne County.

**CARRIED**

**ADJOURNMENT**

As all matters have been addressed, Chairperson Gwen Jones declared the meeting adjourned at 7:09 p.m.

These minutes approved this 9<sup>th</sup> day of January, 2025.

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Chairperson, Gwen Jones

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CAO, Angela Duncan