

**Minutes of a Regular 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 Immediately Following the Organizational Meeting**

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 7:09 p.m.

**ACCEPTANCE OF
AGENDA**

Res. 24-074

MOVED by Chairperson Gwen Jones that the November 13th, 2024 Regular Meeting Agenda be approved with the following addition:
8.e) January Meeting Date.

CARRIED

**APPROVAL OF
MINUTES**

Res. 24-075

MOVED by Vice Chairperson Keir Packer that the minutes of the September 11th, 2024 Regular Board Meeting be approved as presented.

CARRIED

DELEGATIONS

n/a

REPORTS

Res. 24-076

MOVED by Chairperson Gwen Jones that the Chairperson's Report be removed as a standing agenda item.

CARRIED

Res. 24-077

MOVED by Director Alan Christiansen that the administration report, as presented by Chief Administrative Officer, Angela Duncan, be accepted for information.

CARRIED

Res. 24-078

MOVED by Director Daryl Weber that the year-to-date financial report, as of October 31, 2024 be accepted for information.

CARRIED

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Res. 24-079 **MOVED** by Director Kelly Muir that the Operations Report, as presented by Jason Madge, be accepted for information.

CARRIED

BYLAWS & POLICIES

Res. 24-080 **MOVED** by Chairperson Gwen Jones that Policy TVRSSC-POL-24-3, Chief Administrative Officer Performance Evaluation Policy be approved as presented and further that the evaluation form, Template 1, be adopted as presented.

CARRIED

OLD BUSINESS

n/a

NEW BUSINESS

Res. 24-081 **MOVED** by Director Alan Christiansen that the 2025 Draft Operating and Capital Budget be accepted for information.

CARRIED

Res. 24-082 **MOVED** by Director Daryl Weber that the Draft 5-year Capital Plan be accepted for information.

CARRIED

Res. 24-083 **MOVED** by Chairperson Gwen Jones that an Interim 2025 Operating Budget be passed at ½ the 2024 Approved Operating Budget, and that this Interim 2025 Operating Budget cease to have any force and effect once the 2025 Operating and Capital Budget is approved.

CARRIED

Res. 24-084 **MOVED** by Director Kelly Muir that CAO Angela Duncan and Vice Chairperson Keir Packer be approved to attend the Alberta Regional Water and Wastewater Commissions Forum on November 18, 2024 in Edmonton.

CARRIED

Res. 24-085 **MOVED** by Chairperson Gwen Jones that the next TVRSSC Regular Board Meeting date be moved from January 8, 2025 to January 9, 2025, commencing at 7:00 p.m. at the Alberta Beach Council Chambers.

CARRIED

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INFORMATION ITEMS

Res. 24-086 **MOVED** by Director Daryl Weber that the following items be accepted for information:

- a) October 11, 2024 email from RMA Insurance: RMA Insurance: important Information Regarding Insurance Renewal
- b) Letter from RMA: Membership Fee Increase
- c) October 30, 2024 Letter from Alberta Beach: Alberta Beach Organizational Meeting

CARRIED

NEXT MEETING DATE Confirmed as January 9, 2025 at 7:00 pm at the Alberta Beach Council Chambers

**CONFIDENTIAL
ITEMS**

Res. 24-087 **MOVED** by Chairperson Gwen Jones that, pursuant to section 197(2) of the Municipal Government Act, the Board go into closed meeting at 8:20 p.m. to discuss the following:

- a) Memorandum of Agreement with Lac Ste Anne County – FOIPP Act Section 21, privileged information;
- b) Long-term planning and potential land purchase – FOIPP Act Section 25, disclosure harmful to economic and other interests of a public body.

CARRIED

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

Res. 24-088 **MOVED** by Chairperson Gwen Jones that the Board come out of Closed Session at 9:00 p.m.

CARRIED

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Res. 24-089 **MOVED** by Chairperson Gwen Jones that Schedule B of the DRAFT Memorandum of Agreement, as amended, be sent to Lac Ste Anne County and FURTHER that the County be reminded that we are open to discuss the agreement and would like to make a decision at the Board's January 9, 2025 meeting.

CARRIED

ADJOURNMENT As all matters have been addressed, Chairperson Gwen Jones declared the meeting adjourned at 9:01 p.m.

These minutes approved this 9th day of January, 2025.

Chairperson, Gwen Jones

CAO, Angela Duncan

UNAPPROVED