

AGENDA FOR AN ORGANIZATIONAL MEETING OF THE TRI-VILLAGE REGIONAL SEWAGE SERVICES COMMISSION TO BE HELD WEDNESDAY, NOVEMBER 8TH, 2023, IN PERSON & VIA ZOOM AT THE SUNSET POINT ADMINISTRATION BUILDING COMMENCING AT 7 P.M.

1) Call to Order: (CAO)

2) Acceptance of Agenda:

a) November 8th, 2023 Organizational meeting agenda (*accept as is or with additions/deletions*)

3) Nominations

a) Chairperson – according to Bylaw 15-2021 “Being a bylaw respecting the appointment of the board of directors, the process for changing directors and chairpersons, and the terms of office for directors and chairpersons”, the Chair and Vice Chair are appointed for a four-year term. This is included on today’s agenda as the position of Chairperson is currently vacant due to a Board resignation.

(CAO turns Chair over)

b) Vice Chairperson (if needed) – same as the Chairperson, the Vice Chairperson is elected for a four-year term. Nominations will only be required in the event that the current Vice Chairperson is selected as the Chairperson.

4) Financial Confirmation:

a) Signing Authority – Chairperson, Vice Chairperson, Director and Chief Administrative Officer (Currently Gwen Jones, Alan Christiansen, and Angela Duncan), any two signatures required.

b) Banking Authority – ATB Financial

c) Member Reimbursement - \$130.00/meeting for Board members and \$150.00/meeting for Chair, plus Mileage at the CRA rate.

(approve as noted above or as amended)

5) Confirmation of Appointments:

a) Chair and Vice Chair – as per bylaw 15-2021, appointed for a four-year term, subject to annual review by the Board

b) Secretary-Treasurer/Chief Administrative Officer – as per bylaw 14-2021 and regular meeting motion (Angela Duncan)

c) Operations Manager (Jason Madge)

d) Engineer (Associated Engineering and/or Bolson Engineering)

e) Auditor (Doyle and Company Chartered Accountants)

f) Solicitor (Reynolds Mirth Richards Farmer (RMRF) LLP and/or Patriot Law)

g) FOIPP – Chief Administrative Officer (Angela Duncan)

h)

(confirm appointments as noted above or amended)

6) Meeting Dates:

Regular meeting dates, times, locations (Currently second Wednesday of every second month, starting in January, commencing at 7:00 p.m. at the Sunset Point Administration Office) *(confirm meeting date/time/location)*

7) Municipal Office Location:

Currently, Wildwillow Administration Office, 2317 Twp Rd. 545, Lac Ste. Anne County *(confirm office location)*

9) Adjournment: