

**AGENDA FOR AN ORGANIZATIONAL MEETING OF THE
TRI-VILLAGE REGIONAL SEWAGE SERVICES COMMISSION
TO BE HELD WEDNESDAY, NOVEMBER 13TH, 2024, COMMENCING AT 7 P.M.
AT ALBERTA BEACH COUNCIL CHAMBERS**

1) Call to Order:

2) Acceptance of Agenda:

- a) November 13th, 2024 Organizational meeting agenda (*accept as is or with additions/deletions*)

3) Nominations

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. Nominations will take place November 2025.

(confirmation that the Chair remains Gwen Jones and the Vice Chair remains Keir Packer)

4) Financial Confirmation:

- a) Signing Authority – 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) Secretary-Treasurer/Chief Administrative Officer – as per bylaw 14-2021 and regular meeting motion (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)
(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 Alberta Beach Council Chambers) (*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: