

**AGENDA FOR A REGULAR MEETING OF THE TRI-VILLAGE REGIONAL SEWAGE
SERVICES COMMISSION
TO BE HELD WEDNESDAY, MARCH 13th, 2024, IN PERSON & VIA ZOOM,
AT ALBERTA BEACH COUNCIL CHAMBERS**

1) Call to Order:

2) Acceptance of Agenda:

Pg. 1-3

- a) March 13, 2024 regular meeting agenda (*approve as is or with additions or deletions*)

3) Adoption of the Previous Minutes:

Pg. 4-7

- a) January 10, 2024 regular meeting minutes (*approve as is or with amendments*)

4) Appointments/Delegations:

Under
Separate
Cover

- a) Steven Kim, Doyle & Company, TVRSSC Auditor – 2023 Draft Audited Financial Statements

(That the Audited Financial Statements be approved as is, or as amended.)

5) Reports:

- a) Chairperson:

(that the Chairperson's Report, as verbally presented by Gwen Jones, be accepted for information)

- b) Administration:

- Audit
- Sewer Connections – have continued to work on sorting out the ongoing connection issue
- March Requisitions have gone out
- Break in at lagoon
- 2024 Tax Insert

(that the Administration Report, as presented by Chief Administrative Officer Angela Duncan, be accepted for information)

- c) Financial: Year-to-Date as of February 29, 2024

(that the year-to-date financial report, as of February 29, 2024 be accepted for information)

Under
Separate
Cover

d) Operations: System update – Jason Madge

(that the Operator's Report, as presented by Jason Madge, be accepted for information)

6) Bylaws & Policies: n/a

7) Old Business:

a) Newsletter Insert

Pg. 8-9
At a previous meeting the Board had requested Administration bring back an insert for our members to include in their tax notice mail outs regarding maintenance costs associated with people putting inappropriate items down the drain. A copy of this insert is included in the package for board review and approval.

(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.)

8) New Business:

a) February 21, 2024 Lac Ste Anne County Landowner Referral Letter

Pg. 10-18
This is a development referral from Lac Ste Anne County regarding a development application for 54431A Ste Anne Trail to turn a shop into wedding venue. As the deadline to comment on the application is March 13, 2024, this referral was sent to the Board via email to allow an opportunity to comment. No concerns were noted by the Board.

(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)

b) January 23, 2024 Correspondence from Lac Ste Anne County Reeve Blakeman regarding TriVillage Lagoon Spring Discharge

In your package is the letter from Reeve Blakeman, as well as a draft response, for the Board's consideration.

Pg. 19-21
(That the board accept the January 23, 2024 correspondence from Lac Ste Anne County Reeve Blakeman for information and further that the 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

Or

Some other direction as determined at meeting time)

9) Information Items:

- a) March 1, 2024 email and letter from RMA Insurance regarding Genesis Annual General Meeting

Pg. 22-24

(That the Board accept the information items, for information)

- 10) Next Meeting Date & Location: May 8, 2024 @ 7:00 p.m., Sunset Point Administration Building

11) Confidential Matters:

- a) Third Party Agreements

(Pursuant to section 197(2) of the Municipal Government Act, that the Board go into a closed meeting session at _____ p.m. to discuss the following: Third Party Agreements – Third Party Business Interests - FOIPP Act Section 16).

(that the Board come out of closed meeting at _____ p.m.)

(further direction as given by the Board at meeting time)

12) Adjournment:

MINUTES OF A REGULAR MEETING OF THE BOARD OF THE TRIVILLAGE REGIONAL SEWAGE SERVICES COMMISSION IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, JANUARY 10, 2024, AT THE SUNSET POINT ADMINISTRATION BUILDING, COMMENCING AT 7:00 P.M.

IN ATTENDANCE

Gwen Jones, Chairperson
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

ABSENT

n/a

CALL TO ORDER

Chairperson Gwen Jones called the meeting to order at 7:01 p.m.

ACCEPTANCE OF AGENDA

Res. 24-001

Moved by Director Daryl Weber that the January 10th, 2024 Regular Meeting Agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES

Res. 24-002

Moved by Director Kelly Muir that the minutes of the November 8th, 2023 Organizational Board Meeting and the November 8th, 2023 Regular Board Meeting be approved as presented.

CARRIED

DELEGATIONS

n/a

REPORTS

Res. 24-003

Moved by Director Daryl Weber that the Chairpersons report, as verbally provided by Gwen Jones, 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, JANUARY 10, 2024,
AT THE SUNSET POINT ADMINISTRATION BUILDING,
COMMENCING AT 7:00 P.M.**

Res. 24-004 Moved by Director Al Christiansen that the Administration Report, as presented by Chief Administrative Officer, Angela Duncan, be accepted for information.
CARRIED

Res. 24-005 Moved by Vice Chairperson Keir Packer that the year-to-date financial report, as of December 31, 2023 be accepted for information.
CARRIED

Res. 24-006 Moved by Director Daryl Weber that the Operator's Report, as presented by Jason Madge, be accepted for information.
CARRIED

BYLAWS & POLICIES

OLD BUSINESS

Res. 24-007 Moved by Director Roger Montpelier that the repair of three of the four pumps for the Main Alberta Beach Lift Station be approved in the amount of \$15,000 per pump for a total cost of \$45,000.
CARRIED

Res. 24-008 Moved by Chairperson Gwen Jones that the draft operating and capital budget be approved with the following amendments:

- 1) Increase Interest Income from \$25,000 to \$50,000;
- 2) Decrease Honoraria from \$8,000 to 6,300;
- 3) Decrease Contracted Rental Services from \$6,900 to \$6,000
- 4) Decrease Repairs/Maintenance Lagoon from \$20,000 to \$15,000;
- 5) Decrease Lagoon Discharge from \$20,000 to \$15,000;
- 6) Decrease Utilities and Telephone from \$50,000 to \$40,000.

CARRIED

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE
TRIVILLAGE REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, JANUARY 10, 2024,
AT THE SUNSET POINT ADMINISTRATION BUILDING,
COMMENCING AT 7:00 P.M.**

Res. 24-009

Moved by Director Al Christiansen that the 2025-2029 5-year capital plan be approved as presented.

NEW BUSINESS

INFORMATION ITEMS

Res. 24-010

Moved by Director Kelly Muir that the board accept the following information items, for information:

- a) December 11, 2023 email from Alberta Municipalities re: estimated 2024 power costs under Power Plus.

CARRIED

NEXT MEETING DATE

Confirmed as March 13, 2024 at 7:00 pm at the Alberta Beach Council Chambers

**CONFIDENTIAL
ITEMS**

Res. 24-011

Moved by Chairperson Gwen Jones that, pursuant to section 197(2) of the Municipal Government Act, the Board go into a closed meeting session at 8:06 p.m. to discuss the following:

- a) Third Party Agreements – Third Party Business Interests (FOIPP Act Section 16)

CARRIED

The following individuals were present for the closed session:

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

**MINUTES OF A REGULAR MEETING OF THE BOARD OF THE
TRIVILLAGE REGIONAL SEWAGE SERVICES COMMISSION IN
THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY, JANUARY 10, 2024,
AT THE SUNSET POINT ADMINISTRATION BUILDING,
COMMENCING AT 7:00 P.M.**

Res. 24-012 Moved by Chairperson Gwen Jones that the Board come out
of closed meeting session at 8:43 p.m.

CARRIED

Res. 24-013 Moved by Chairperson Gwen Jones that Administration
review sewer hook-ups outside TVRSSC's member
municipalities boundaries and seek legal advice regarding
same.

CARRIED

ADJOURNMENT

As all matters have been addressed Chairperson Gwen Jones
declared the meeting adjourned at 8:53 p.m.

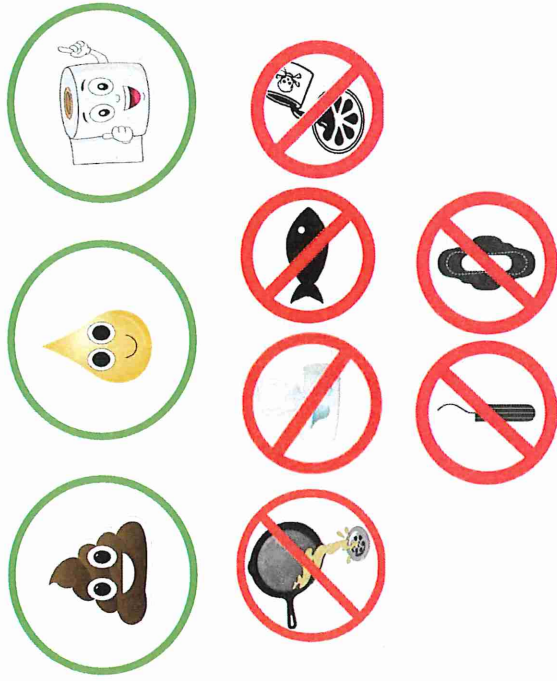
These minutes approved this 13th day of March, 2024.

Chairperson, Gwen Jones

CAO, Angela Duncan

The Tri Village Regional Sewer Services Commission owns and operates the sewer system in Alberta Beach, Val Quentin, and Sunset Point.

What are you putting down the drain?

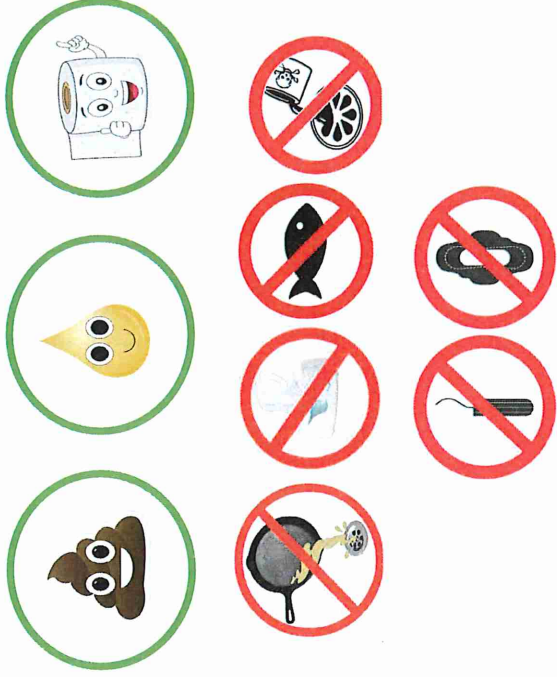


Toilets are meant for the **3 P's – Pee, Poop,** and (Toilet) **Paper!** (no flushable wipes, please!)

Even if something is marketed as flushable, doesn't mean that it is. Grey and Black water is the only thing that should be going down your drain and into your sewer system.

The Tri Village Regional Sewer Services Commission owns and operates the sewer system in Alberta Beach, Val Quentin, and Sunset Point.

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The Tri Village Regional Sewer Services Commission owns and operates the sewer system in Alberta Beach, Val Quentin, and Sunset Point.

Is it worth the cost?

We are seeing a significant increase in maintenance costs for the Tri Village Sewer System, which we can link directly to items being flushed that have no place in our sewer system. These items clog the lines and cause major damage to the pumps. In 2023, **emergency pump repairs cost us \$130,000!** This amounts to **more than \$100/household!** We perform regular maintenance, but it does not matter if the wrong things are going down the drain. If un-flushable items continue to damage pumps, there will be no choice but to increase sewer levies, which means increased taxes, which no one wants to see.

****Pics of actual items we have pulled from our pumps****



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****Pics of actual items we have pulled from our pumps****



8.0



Adjacent Landowner Referral Letter

Date: February 21, 2024

Permit Number: 193193-23-D0278

File Number: 5403264001

To: TRIVILLAGE REGIONAL
PO BOX 277
ALBERTA BEACH, AB T0E 0A0

Re: Adjacent Landowner Referral

Dear Sir or Madam (adjacent landowner):

Please be advised that a Discretionary Development Permit Application for turn current shop into wedding venue, Main 30.0' x 50.0' (1500.0 sq. ft.) 16.0' walls; Weekend rentals Friday – Sunday under application #193193-23-D0278 has been received and as an adjacent landowner who may be affected, you are being notified in accordance with the County's Land Use Bylaw regarding the below noted property:

As an adjacent landowner you are hereby given notice of the above noted development on the following land:

Long Legal	NE 26-54-03 W5M
Property Address	54431A Ste Anne Trail

This is your opportunity to provide comments to Lac Ste. Anne County. Be advised that all comments received are recorded as public information once presented to the Development Authority. All comments must be received within three (3) weeks from the date of this referral letter. Should you wish to review the Development Permit application in more detail, the application and supporting information is available and supporting information is available at the County Planning and Development Department during normal business hours.

If you have any questions or concerns regarding the Development Permit application, please contact the Department to make an appointment to review the application at (780)785-3411. Comments may be submitted to devassistant@LSAC.ca Attn: Tanya Vanderwell, Development Officer.

Yours truly,

Tanya Vanderwell, Senior Development Officer
Development Authority
Planning & Development Department
Lac Ste. Anne County

Encl: Application

The personal information provided as part of this application is collected under Sections 303 and 295 of the Municipal Government Act and in accordance with Section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, Land Use Bylaw enforcement and property assessment purposes. The name of the permit holder and the nature of the permit are available to the public upon request.

If you have any questions about the collection or use of the personal information provided, please contact Lac Ste. Anne County FOIP Coordinator at Box 219, Sangudo, AB T0E 2A0 or phone 1-866-880-5722 or (780) 785-3411.

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APPLICANT DECLARATION

I hereby make application for a Commercial/Industrial/Home Based Business Development Permit in accordance with the plans and supporting information submitted herewith; I will meet all the following conditions and requirements listed below:

I hereby give my consent to allow any authorized person, pursuant to Section 542 of the *Municipal Government Act*, the right to enter the land and/or building(s) with respect to this application or potential verification of permit conditions arising from this application.

This Information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

on my property.

11/21/23

Application date

Please complete if there are multiple landowners:

I, Sharly Graham AFFIRM THAT I AM THE REGISTERED OWNER 11/21/23

I, Robert Craig AFFIRM THAT I AM THE REGISTERED OWNER 11/21/23

I, N/A AFFIRM THAT I AM THE REGISTERED OWNER _____

I, N/A AFFIRM THAT I AM THE REGISTERED OWNER _____

Please note: The personal information provided will be used to process the Development Permit application and is collected under the authority of Section 642 of the *Municipal Government Act*. Personal information provided may be recorded in the minutes of the Municipal Planning Commission, or otherwise made public pursuant to the provisions of the *Freedom of Information and Protection of Privacy (FOIP) Act*, including Sections 39 through 42 therein.

Any documentation/information (including personal information) required for processing an application will become public once submitted to the Municipal Planning Commission or Development Authority for review and processing.

AUTHORIZATION FORM

Agent acting on behalf of a registered owner

I/We, N/A, being the registered owner(s) of N/A, do hereby

This Information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

to make _____

This Information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

_____ e above mentioned property.

11/21/23

Application date

Box 219, Sangudo AB T0E 2A0

T 780.785.3411 TF 1.866.880.5722 F 780.785.2985 E DEVASSISTANT@LSAC.ca www.LSAC.ca

Business Details:

1.) Describe the nature of the business.

The business will be a Wedding Venue that is rented on a per-weekend basis primarily. Our structure is Friday - Sunday rental so there is only 1 wedding per weekend. Our guests will have access Friday 12:00 PM - 9:00 PM for set up and rehearsal. Saturday 9 AM – 1 AM (Sunday) for the Wedding Day and Sunday 9:00 AM – 2:00 PM for cleanup.

We will be available to rent for day weddings during the week, but the wedding industry sees very few of these actually booked so do not expect to have much weekday traffic.

Our office hours will be open Mon – Friday 8:00 AM – 4:00 PM by appointment only.

Employees: At this time, we will have 2 employees which will be us for the time being. For future, we will only be working with vendors and sub-trades and not have physical employees.

N



Pole Shed that will be removed eventually

Current 1 Bedroom Home on Property
30' x 20'

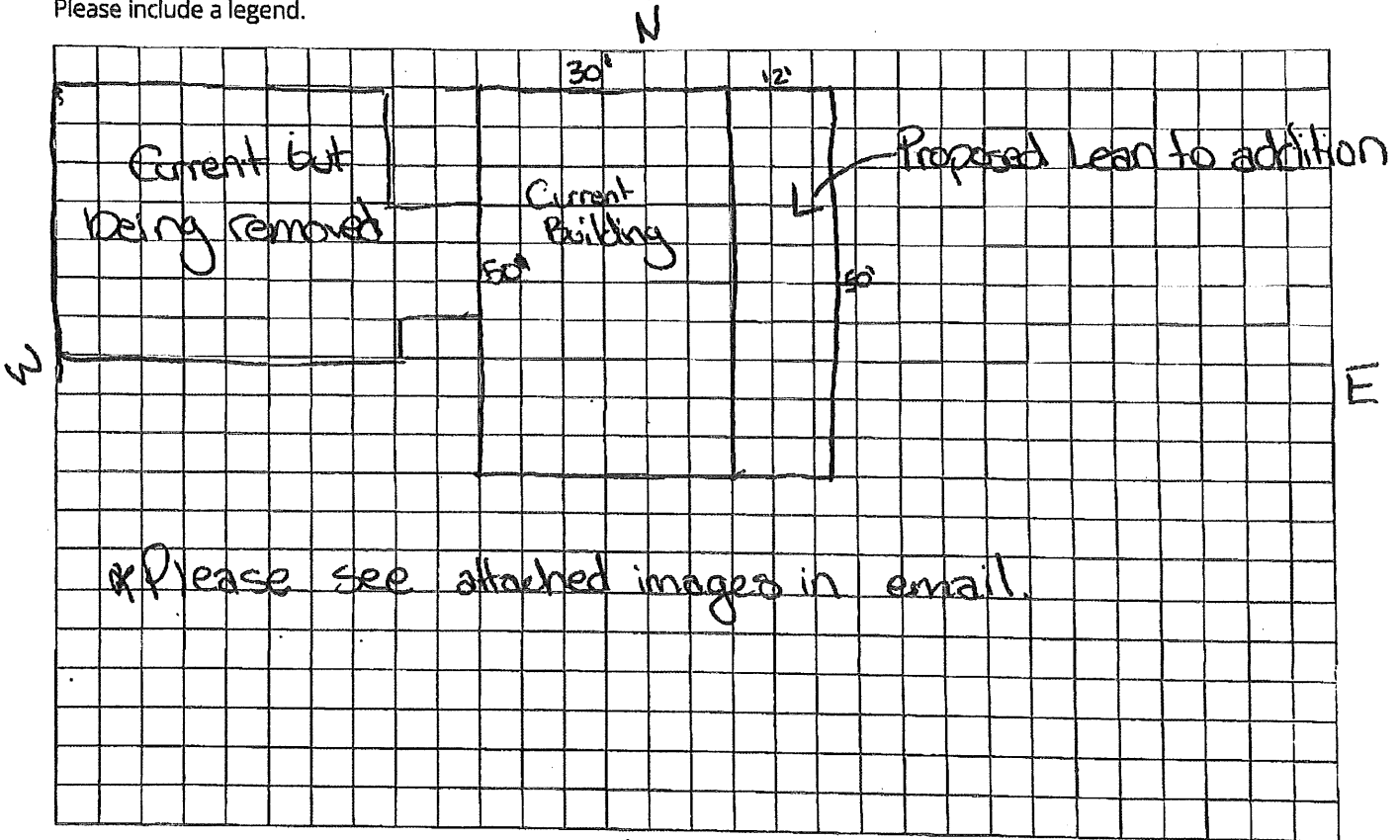
X Buildings are no longer on the property

SITE SKETCH

The following must be included on your sketch:

- North indicated on sketch ✓
- Dimensions of proposed building(s) ✓
- Location of all structures on property (existing and proposed)
- Proposed locations of power poles - None
- Show any pipeline crossing the property
- Public roads servicing the property ✓
- Approach. Your frontyard setback is the location of entrance (driveway) from a local road
- Show the location of access to your property ✓

Draw your site sketch in the grid below. All setback from proposed buildings to property lines must be included. Please include a legend.



Setbacks (indicate sq.m. (sq.ft.)) North: 5,148 South: 66,574 East: 108,601 West: 22,649
 Quarter: NE Section: 26 Township: 54 Range: 3 W of 5 Meridian
 Brief description of the property, including any water bodies or steep embankments: 2 small dugouts attached by a creek.

Box 219, Sangudo AB T0E 2A0
 T 780.785.3411 TF 1.866.880.5722 F 780.785.2985 E DEVASSISTANT@LSAC.ca www.LSAC.ca

BUSINESS DETAILS

1. Describe the nature of the business.

Please see document attached to explain the business and hours in detail.

2. What building(s) will the business be operated from?

The business will be operated out of the Shop once renovated on the property.

3. Number of people employed: 2

4. Hours of operation: Please see attached doc. Days of operation: S M T W T F S

5. What vehicles will be associated with the business (include type and size)?

2018 GMC 2500 HD Denali

6. Describe advertising details (e.g.: signs).

Sign at end of Driveway

7. Indicate the number of expected customers/clients (day/week/month/year): _____

8. Indicate where materials associated with the business will be stored.

There is a room off the back of the shop that will be storage.

9. Lac Ste. Anne County may post my business name, category and contact information on the County website LSAC.ca and/or its local business directory shopthecounty.ca:

YES NO

10. Provide any additional information/comments.

This information has been redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)



11/21/23

Application date

IS THE DEVELOPMENT WITHIN 1/2 MILE OF ANY OF THE FOLLOWING

- 1. Is the subject property near a steep slope (exceeding 15%)? YES NO
- 2. Is the subject property within 0.5 mile (0.8km) or bounded by a body of water (river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch)? YES NO

If YES, state its name _____
- 3. Is the subject property within 0.5 mile (0.8km) of the right-of-way of a highway? YES NO

If YES, the highway no. is _____
- 4. Is the subject property within 0.5 mile (0.8km) of a sour gas facility? YES NO
- 5. Is the subject property within 0.5 mile (0.8km) of a pipeline? YES NO
- 6. Is the subject property within 0.5 mile (0.8km) of an oil facility? YES NO
- 7. Is the subject property within 0.5 mile (0.8km) of land that is or has been used as a municipal landfill for the disposal of garbage or refuse? YES NO
- 8. Is the subject property within 0.5 mile (0.8km) of land that is or has been used as a municipal sewage treatment facility or sewage lagoon? YES NO
- 9. Has the land had a history of flooding? YES NO
- 10. Is the subject property immediately adjacent to the municipal boundary? YES NO

If YES, the adjoining municipality is _____

REGULATORY REQUIREMENTS FOR SURFACE DEVELOPMENT IN PROXIMITY TO ABANDONED WELLS

New subdivision applications, except for lot line adjustments, must include documentation from the Energy Resources Conservation Board (ERCB) identifying the presence or absence of abandoned wells.

- 1. Obtain the information from ERCB's Abandoned Well Viewer available on the ERCB Website www.aer.ca
- 2. Abandoned well Information Included: YES NO

If NO, why not: _____

If an abandoned gas or oil well is identified on the land that is subject (the quarter section) of the subdivision application, the applicant must include a map that shows the actual well location, as identified in the field, and the setback established in ERCB Directive 079 in relation to existing or proposed building sites.

To obtain clarification about the information provided by the Abandoned Well Viewer, or if you do not have internet access, contact ERCB Customer Contact Centre by Telephone at 1-855-297-8311 or by email at inquires@aer.ca or contact Information Services by mail at ERCB, Suite 1000, 250 - 5 Street SW, Calgary, AB T2P 0R4.

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Development Permit Application: Commercial/Industrial/Home-Based Business

DESCRIBE THE PROPOSED DEVELOPMENT

Please note that a separate Development Permit Application is required for garages and shops.

Building Description <i>(i.e.: house; garage; shed; deck; basement)</i>	Building size <i>(m / ft. x m / ft.)</i>	Area <i>(sq. m / sq. ft.)</i>	Wall height <i>(m / ft)</i>
Main floor	N/A	N/A	N/A
2nd floor	N/A	N/A	N/A
Basement	N/A	N/A	N/A
Deck	N/A	N/A	N/A
Garage/shop <i>(note: detached requires separate permit)</i>	30 ft x 50 ft	1500 sq ft	16 ft
Variance Request Description <i>(i.e.: front yard)</i>	Required 25.0 m	Requested 20.0 m	Variance of 5.0 m

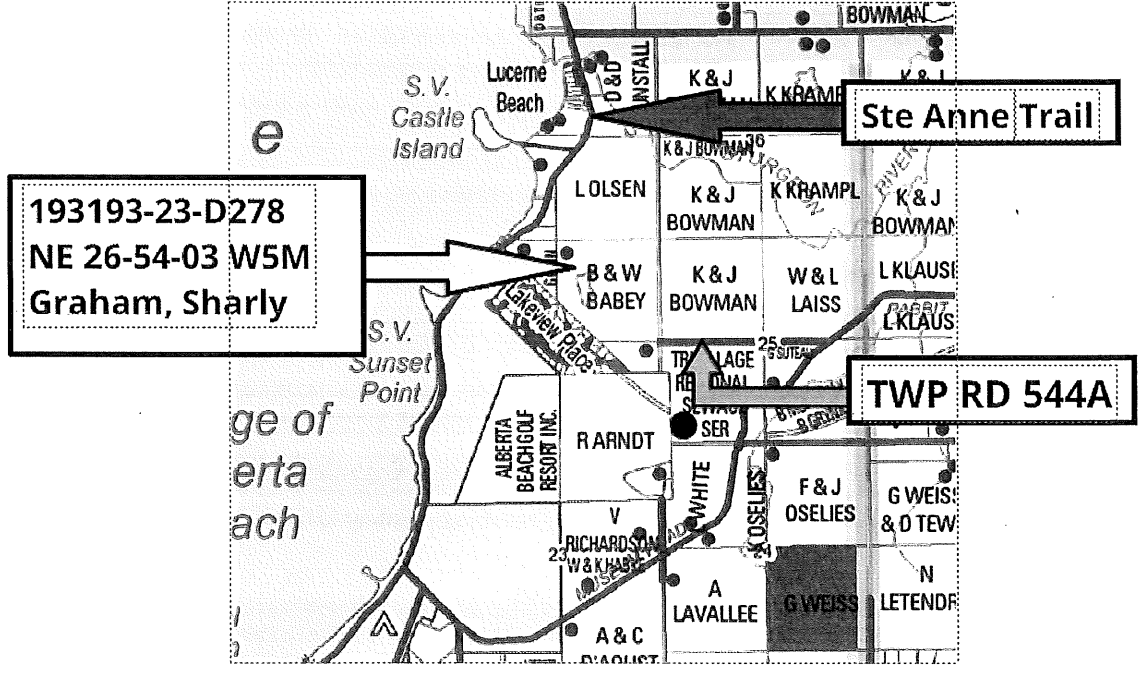
Estimated cost of project: \$250,000

Start date: Jan 1st/2024 Estimated completion date: April 30th/2024

MANUFACTURED (MOBILE) HOME INFORMATION

Model: N/A Year: N/A Serial number: N/A
Length: N/A Width: N/A Height: N/A Width of eaves: N/A

LOCATION SKETCH
 LAC STE. ANNE COUNTY
 DEVELOPMENT PERMIT 193193-23-D0278





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FOR OFFICE USE ONLY
 Permit no.: 23-00278 Tax roll no.: 5403264001 Receipt no.: 349174

I hereby make application for a Development Permit in accordance with the plans and supporting information submitted herewith.

Incomplete Applications will not be accepted. If an incomplete application is submitted by mail the application will be sent back for further information.

APPLICANT/AGENT INFORMATION

Full name of Applicant: Sharly Graham

This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

Please note: By providing your email address above, you are hereby consenting to receiving correspondence (including decision) solely by email in relation to this application.

Full name of Landowner: Sharly Graham / Robert Craig

This information has been Redacted as per the Freedom of Information and Protection of Privacy Act (FOIP Act)

LAND INFORMATION

Lot: Block: Plan: Subdivision/Hamlet:
 Rural address: 54431A Ste. Anne Trail, Rural Lac Ste. Anne Division: 1 2 3 4 5 6 7
 Quarter: NE Section: 26 Township: 54 Range: 3 West of 5th meridian
 Existing use of land: Crop, Pasture, Residential Parcel size: 145.90 Acres/Ha

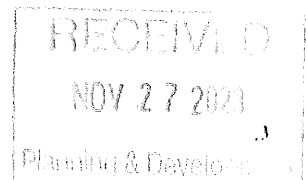
PROPOSED DEVELOPMENT

Commercial Industrial Intensive Livestock Operation
 (Major) Home Business (Minor) Home Business Other (Specify) _____
 Existing building and present use: Currently a shop that we are looking to turn into a wedding venue.

Estimated cost of project: \$250,000

Start date: Jan 1st/ 2024 Estimated completion date: April 30th/2024

Box 219, Sangudo AB T0E 2A0
 T 780.785.3411 TF 1.866.880.5722 F 780.785.2985 E DEVASSISTANT@LSAC.ca www.LSAC.ca



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8.6



23 January 2024

TriVillage Regional Sewage Services Commission
Box 277
Alberta Beach, AB T0E 0A0

Dear Commission Board:

RE: TriVillage Lagoon Spring Discharge

Lac Ste. Anne County requests the TriVillage Regional Sewage Services Commission to notify us at least (3) three weeks prior to your spring discharge. Lac Ste. Anne County Council knows that your lagoon needs to be discharged in the spring to have proper function.

We would like to notify our rate payers prior to your discharge so they can take necessary precautions for the added water to the river. We understand this is the responsibility of TriVillage Regional Sewage Services Commission however, our ratepayers are communicating that they have not been notified, and due to this issue have arisen.

Thank you for your continued corporation, if you have any questions or concerns, please contact the undersigned.

Regards,

Joe Blakeman
Lac Ste. Anne County Reeve

- (f) any other information required by the Director in writing.

PART A4.1: OPERATIONAL REQUIREMENTS

General Operational Requirements

- A4.1.1 No release from the wastewater system to the environment is permitted except in accordance with this Code of Practice.
- A4.1.2 Treated wastewater from a wastewater lagoon shall be disposed of only:
 - (a) by discharge in accordance with this Code of Practice;
 - (b) by treated wastewater irrigation in accordance with this Code of Practice; or
 - (c) by other methods in compliance with the Act and the regulations.
- A4.1.3 Sludge from a wastewater lagoon shall be disposed of only:
 - (a) by application to land in accordance with this Code of Practice; or
 - (b) ~~by other methods in compliance with the Act and the regulations.~~
- A4.1.4 The registration holder shall:
 - (a) at least one week prior to the wastewater lagoon discharge, notify downstream landowners who have expressed interest in the wastewater lagoon discharge; and
 - (b) retain documentation of the notification given.
- A4.1.5 A wastewater lagoon shall be discharged into the environment only:
 - (a) at a frequency not exceeding the designed frequency of discharge, or a frequency specified in writing by the Director;
 - (b) between April 1st and November 30th; and
 - (c) in a manner so that each discharge is completed within a period of three consecutive weeks, or a period authorized in writing by the Director.

TriVillage Regional Sewer Services Commission

March 13, 2024

Lac Ste Anne County
Box 219
Sangudo AB T0E 2A0
Sent via email: JBlakeman@lsac.ca

DRAFT

Attention: Reeve Blakeman

Re: TVRSSC Annual Lagoon Discharge

Dear Reeve Blakeman:

Thank you for letting us know that some Lac Ste Anne County ratepayers have concerns regarding our annual discharge. We would like to take this opportunity to reassure you that we inform all County residents, who have requested notice of our discharge, prior to it taking place. Naturally, property owners change and there may, from time to time, be ratepayers who are not aware of the need to inform the Tri Village Regional Sewer Services Commission if they would like to be informed prior to our annual discharge. We kindly request that you please provide us with contact information regarding property owners who would like to be informed so that we may update our contact list accordingly and ensure that they know to contact us should they have any concerns regarding TVRSSC Operations.

Please don't hesitate to contact me if you would like to discuss further.

Sincerely,

Gwen Jones
Chairperson

Cc: Mike Primeau, CAO, Lac Ste Anne County

Box 277, Alberta Beach, Alberta T0E 0A0
Phone: 780-967-0271 email: angela@wildwillowenterprises.com

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9.a

Wildwillow Enterprises

From: Kelsie Leonhardt <Kelsie@rmainsurance.com>
Sent: March 1, 2024 11:05 AM
To: Kelsie Leonhardt
Subject: Notice of Genesis 2024 AGM
Attachments: GRIE AGM Official Meeting Notice Letter 2024.pdf; Genesis Reciprocal Insurance Exchange AGM Proxy 2024.pdf



RE: Genesis Annual General Meeting

Genesis Reciprocal Insurance Exchange will be holding its Annual General Meeting on April 8, 2024 at 3:00 pm. The AGM will take place at the River Cree Resort & Casino in Enoch and will be run in conjunction with RMA's RiskPro symposium.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis's Principal Attorney. The agenda package will be sent out at minimum 7 days prior to the AGM.

For any questions regarding this meeting please contact Kelsie Leonhardt at kelsie@rmainsurance.com or 780-720-4894.

Thank you,

Duane Gladden
Genesis Principal Attorney

Kelsie Leonhardt
Administrative Coordinator



Office: 825.319.2244
Mobile: 780.720.4894
RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



March 1, 2024

RE: Genesis Annual General Meeting

ATTN: Genesis Subscriber

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place in person **April 8, 2024, from 3:00 p.m. – 5:00 p.m. at the River Cree Resort & Casino in Enoch during RMA's RiskPro symposium.**

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis' Principal Attorney. The agenda package will be sent out at minimum 7 days prior to the AGM.

For any questions regarding this meeting please contact Kelsie Leonhardt at kelsie@rmainurance.com or 780-720-4894 or Miranda Andersen at miranda@rmaalberta.com or 780-288-5645.

Sincerely,

Duane Gladden
Genesis Principal Attorney



**ANNUAL GENERAL MEETING OF
THE GENESIS RECIPROCAL INSURANCE EXCHANGE
PROXY**

The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)

OR

Duane Gladden, Executive Director and CEO of the RMA and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Monday April 8, 2024.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated _____, 2024.

Subscribing Member

Signing Officer

***Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**