

**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 Montpelier, 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 13th, 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 9th day of January, 2025.



Chairperson, Gwen Jones



CAO, Angela Duncan