

**Minutes of a Regular Meeting of the  
Board of the Tri Village Regional Sewage Services Commission  
In the Province of Alberta,**

**Held on Thursday, January 9, 2025, at Alberta Beach Council Chambers, Commencing at 7 p.m.**

**IN ATTENDANCE**

Gwen Jones, Chairperson  
Keir Packer, Vice Chairperson (Via Zoom)  
Roger Montpellier, Director  
Kelly Muir, Director  
Daryl Weber, Director  
Angela Duncan, Chief Administrative Officer  
Jason Madge, Manager/Operator

**ABSENT**

Alan Christiansen, Director

**CALL TO ORDER**

Chairperson Gwen Jones called the meeting to order at 7:13 p.m.

**ACCEPTANCE OF  
AGENDA**

Res. 25-001

**MOVED** by Director Daryl Weber that the January 9<sup>th</sup>, 2025 Regular Meeting Agenda be approved as presented.

**CARRIED**

**APPROVAL OF  
MINUTES**

Res. 25-002

**MOVED** by Director Kelly Muir that the minutes of the November 13<sup>th</sup>, 2024 Organizational Meeting be approved as presented.

**CARRIED**

Res. 25-003

**MOVED** by Director Roger Montpellier that the minutes of the November 13<sup>th</sup>, 2024 Regular Board Meeting be approved as presented.

**CARRIED**

**DELEGATIONS**

n/a

**REPORTS**

Res. 25-004

**MOVED** by Chairperson Gwen Jones that the TVRSSC apply for a Water for Life Grant to develop a sewer masterplan, to include:

- Long-term growth plan, to include a financial and infrastructure plan to take on additional customers, in addition to member growth;
- Onsite wastewater treatment and/or expansions options and cost estimates;
- Opportunities to reduce environmental impacts;
- Anything else as determined by the Board or Administration.

**CARRIED**

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Res. 25-005            **MOVED** by Director Daryl Weber that the administration report, as presented by Chief Administrative Officer, Angela Duncan, be accepted for information.

**CARRIED**

Res. 25-006            **MOVED** by Vice Chairperson Keir Packer that the year-to-date financial report, as of December 31, 2024 be accepted for information.

**CARRIED**

Res. 25-007            **MOVED** by Director Kelly Muir that the Operations Report, as presented by Jason Madge, be accepted for information.

**CARRIED**

**BYLAWS & POLICIES**

**OLD BUSINESS**

Res. 25-008            **MOVED** by Director Daryl Weber that the 2025 TVRSSC Operating and Capital Budget be approved with the following amendments:

- Repair and Maintenance Budget increased by \$10,000 to \$205,500;
- Operating Requisition increased by \$10,000 to \$475,483.

**CARRIED**

Res. 25-009            **MOVED** by Director Roger Montpellier that the 2026-2030 Capital Plan be approved as presented.

**CARRIED**

Res. 25-010            **MOVED** by Director Kelly Muir that Chairperson Gwen Jones send a letter to Lac Ste Anne County Reeve Blakeman requesting reimbursement of fifty percent of the legal costs associated with TVRSSC drafting a Connection Agreement between the County and TVRSSC at Val Quentin.

**CARRIED**

Res. 25-011            **MOVED** by Chairperson Gwen Jones that Customer Connection Policy, regarding new customer connections to the TVRSSC system, be drafted and brought to the March 12, 2025 TVRSSC Board Meeting.

**CARRIED**

**NEW BUSINESS**

**INFORMATION ITEMS**

**NEXT MEETING DATE** Confirmed as March 12, 2025 at 7:00 pm at the Alberta Beach Council Chambers

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**CONFIDENTIAL**

**ITEMS**

Res. 25-012

**MOVED** by Vice Chairperson Keir Packer that the 2024 Chief Administrative Officer Evaluation, as discussed at the January 9, 2025 Regular Board Meeting, be approved as presented.

**CARRIED**

**ADJOURNMENT**

As all matters have been addressed, Chairperson Gwen Jones declared the meeting adjourned at 8:35 p.m.

These minutes approved this 12<sup>th</sup> day of March, 2025.

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Chairperson, Gwen Jones

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CAO, Angela Duncan