Minutes of a Regular Meeting of the
Board of the Tri Village Regional Sewage Services Commission
In the Province of Alberta,
Held on Wednesday, July 9, 2025, at Alberta Beach Council Chambers,
Commencing at 7 p.m.

IN ATTENDANCE Gwen Jones, Chairperson
Keir Packer, Vice Chairperson
Kelly Muir, Director (Via Zoom until 8:14 p.m.)
Daryl Weber, Director
Roger Montpellier, Director
Angela Duncan, Chief Administrative Officer
Jason Madge, Manager/Operator
Kathy Dion, Mayor, Summer Village of Val Quentin

ABSENT Alan Christiansen, Director

CALL TO ORDER Chairperson Gwen Jones called the meeting to order at 7:00 p.m.

ACCEPTANCE OF AGENDA

Res. 25-039 **MOVED** by Director Roger Montpellier that the July 9, 2025 regular board meeting agenda be approved with the following amendments:

- Add 8.b) Signing Authority
- Add 11.b) Information Request.

CARRIED

APPROVAL OF MINUTES

Res. 25-040 **MOVED** by Director Daryl Weber that the minutes of the May 14, 2025 regular board meeting be approved as presented.

CARRIED

DELEGATIONS

REPORTS

Res. 25-041 **MOVED** by Director Keir Packer that the administration report, as presented by Chief Administrative Officer Angela Duncan, be accepted for information.

CARRIED

Res. 25-042 **MOVED** by Director Daryl Weber that the year-to-date financial report, as of May 31, 2025, be accepted for information.

CARRIED

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Res. 25-043 **MOVED** by Director Roger Montpellier that the Operation Managers Report, as presented by Jason Madge, be accepted for information.

CARRIED

BYLAWS & POLICIES

Res. 25-044 **MOVED** by Director Daryl Weber that that Policy: Consolidation of properties – relief of frontage charge be rescinded.

CARRIED

Res. 25-045 **MOVED** by Director Keir Packer that Policy: Coop Education Policy be rescinded.

CARRIED

OLD BUSINESS

Res. 25-046 **MOVED** by Director Roger Montpellier that Briefing Note: TVRSSC Connection and Revitalization Fees be accepted for information, as amended.

CARRIED

Res. 25-047 **MOVED** by Director Daryl Weber that administration identify a managing partner to apply for an Alberta Community Partnership (ACP) grant on behalf of the TVRSSC for the sewer masterplan project, in addition to the Water for Life grant application, and FURTHER that a letter of support be requested from the three TVRSSC member municipalities as well as Lac Ste. Anne County.

CARRIED

Res. 25-048 **MOVED** by Director Keir Packer that resolution 25-020 made at the March 12, 2025 Board meeting be amended as follows:

MOVED *by Director Alan Christiansen that Angela Duncan o/a Municipal Rising Tides Administration and Consulting be retained to coordinate both Water for Life and Alberta Community Partnership (ACP) grant applications for the purpose of drafting and completing the Sewer Master Plan project ~~– Water for Life grant application as per the terms presented at meeting time.~~ and FURTHER that Angela be authorized to determine how or by whom the grant applications will be drafted.*

CARRIED

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Res. 25-049 **MOVED** by Chairperson Gwen Jones that resolution 25-034 made at the May 14, 2025 Board meeting be amended as follows:

MOVED *by Chairperson Gwen Jones that administration is authorized to proceed with an invitational request for proposals if allowed under the terms of both the Water for Life and Alberta Community Partnership (ACP) grant guidelines for the sewer masterplan project with invitations being sent to Associated Engineering, Stantec Engineering, and Bolson Engineering.*

CARRIED

Res. 25-050 **MOVED** by Chairperson Gwen Jones that the 2025 TVRSSC Budget Line "Management Fees Special Projects" be increased from $2500 to $5000 for the purposes of applying for an Alberta Community Partnership (ACP) grant and a Water for Life grant to undertake the Sewer Master Plan Project.

CARRIED

NEW BUSINESS

Res. 25-051 **MOVED** by Director Roger Montpellier that the May 23, 2025 letter from Chairperson Gwen Jones to Minister of Finance, Honourable Doug Horner, regarding Regional Water Commission Systems Planning and Assessment Project – Phase 1 be ratified.

CARRIED

Res. 25-052 **MOVED** by Chairperson Gwen Jones that signing authority be removed for Chairperson Gwen Jones and Director Alan Christiansen and FURTHER that signing authority be approved for Director Kelly Muir and Director Daryl Weber.

CARRIED

INFORMATION ITEMS

NEXT MEETING DATE Confirmed as September 10, 2025 at 7:00 pm at the Alberta Beach Council Chambers.

CONFIDENTIAL ITEMS

Res. 25-053 **MOVED** by Chairperson Gwen Jones that pursuant to section 197(2) of the Municipal Government Act the Board goes into closed session at 7:51 p.m. to discuss the following:

a) Update regarding external connection to the TVRSSC System, ATIA section 19(1)(a) Disclosure harmful to business interests of a third party
b) Information Request, ATIA section 19(1)(a) Disclosure harmful to business interests of a third party.

CARRIED

Present in Closed Session
Gwen Jones, Chairperson
Keir Packer, Vice Chairperson
Kelly Muir, Director (Via Zoom until 8:14 p.m.)
Daryl Weber, Director
Roger Montpellier, Director
Angela Duncan, Chief Administrative Officer
Jason Madge, Manager/Operator
Kathy Dion, Mayor, Summer Village of Val Quentin

Res. 25-054 **MOVED** by Chairperson Gwen Jones that the Board comes out of closed session at 8:27 p.m.

CARRIED

Res. 24-055 **MOVED** by Chairperson Gwen Jones that the discussions regarding the update about the external connection to the TVRSSC and the information request be accepted for information.

CARRIED

ADJOURNMENT As all matters have been addressed, Chairperson Gwen Jones declared the meeting adjourned at 8:28 p.m.

These minutes approved this 10th day of September, 2025.

(Original Signed)
_____
Chairperson, Gwen Jones

(Original Signed)
_____
Chief Administrative Officer, Angela Duncan