Minutes of a Regular Meeting of the
Board of the Tri Village Regional Sewage Services Commission
In the Province of Alberta,
Held on Wednesday, September 10, 2025, at Alberta Beach Council Chambers,
Commencing at 7 p.m.

IN ATTENDANCE Gwen Jones, Chairperson
Kelly Muir, Director
Daryl Weber, Director
Rodney Janz, Director
Kent Galusha, Director
Barrie Ronaldson, Director
Angela Duncan, Chief Administrative Officer
Jason Madge, Manager/Operator
Kathy Dion, Mayor, Summer Village of Val Quentin, Observer

ABSENT

CALL TO ORDER Chairperson Gwen Jones called the meeting to order at 6:59 p.m. followed by introductions and a brief overview of the TVRSSC system and operations.

ACCEPTANCE OF AGENDA

Res. 25-056 **MOVED** by Director Daryl Weber that the September 10, 2025 regular board meeting agenda be approved as presented.

CARRIED

APPROVAL OF MINUTES

Res. 25-057 **MOVED** by Director Kelly Muir that the minutes of the July 9, 2025 regular board meeting be approved as presented.

CARRIED

DELEGATIONS

REPORTS

Res. 25-058 **MOVED** by Director Barrie Ronaldson that the administration report be accepted for information.

CARRIED

Res. 25-059 **MOVED** by Director Kelly Muir that the year-to-date financial report, as of July 31, 2025, be accepted for information.

CARRIED

Res. 25-060 **MOVED** by Director Daryl Weber that the Operation Managers Report be accepted for information.

CARRIED

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BYLAWS & POLICIES

OLD BUSINESS

NEW BUSINESS

Res. 25-061 **MOVED** by Director Barrie Ronaldson that a new bylaw be drafted to replace Bylaw 4 (FOIP Bylaw) which meets the requirements of the Access to Information Act and the Protection of Privacy Act as per the quote provided at meeting time, FURTHER, that any expenses that cannot be absorbed in the operating budget come out of unrestricted surplus.

CARRIED

Res. 25-062 **MOVED** by Director Rodney Janz that the November 12 regular board meeting be rescheduled to November 26, 2025 at 7 p.m. with the location to be determined.

CARRIED

INFORMATION ITEMS

Res.25-063 **MOVED** by Director Kelly Muir that the following information items be accepted for information:

a) July 10, 2025 letter from Lac Ste. Anne County: Proposed Subdivision OT-54-W5M
b) July 21, 2025 email from the regional water forum: Input Request – Integrated Water Program Survey
c) August 20, 2025 email from Transportation and Economic Corridors: Request for Feedback: Proposed Integrated Water Program Study
d) September 2, 2025 email from the regional water forum: Online Water Forum – Invitation to Online Townhall
e) September 2, 2025 email from Val Quentin: Committee Appointments

CARRIED

NEXT MEETING DATE Confirmed as November 26, 2025 at 7:00 pm with the location to be determined.

CONFIDENTIAL ITEMS

Res. 25-064 **MOVED** by Chairperson Gwen Jones that pursuant to section 197(2) of the Municipal Government Act the Board goes into closed session at 7:32 p.m. to discuss the following:

a) Sewer Master Plan – Request for Proposals (RFP) (ATIA Sections 19(a)(b)(c))

b) External Connection (ATIA Section 32(1)(a)(b))
c) CAO Evaluation (ATIA Section 22(2))

CARRIED

Present in Closed Session
Gwen Jones, Chairperson
Kelly Muir, Director
Daryl Weber, Director
Rodney Janz, Director
Kent Galusha, Director
Barrie Ronaldson, Director
Angela Duncan, Chief Administrative Officer
Jason Madge, Manager/Operator
Kathy Dion, Mayor, Summer Village of Val Quentin

Res. 25-065 **MOVED** by Chairperson Gwen Jones that the Board comes out of closed session at 8:09 p.m.

CARRIED

Res. 25-066 **MOVED** by Chairperson Gwen Jones that the Sewer Masterplan Project be awarded to Stantec Engineering, FURTHER that should awarded grants amount to less than the project costs that the project will be brought back to the Board for further direction, and FURTHER that $20,000 for the project initiation and grant application be funded through unrestricted surplus should the grant applications not be successful or the project not move forward.

CARRIED

Res. 25-067 **MOVED** by Director Kelly Muir that the discussion regarding the external connection by accepted for information and further that a letter be sent as discussed during the meeting.

CARRIED

Res. 25-068 **MOVED** by Chairperson Gwen Jones that the CAO evaluation proceed with the three (3) previous board members (2021-2025 term) who are still on the Board completing the evaluation and FURTHER that the CAO Evaluation Policy TVRSSC-POL-24-3 be brought to the January Board meeting for review and potential amendments.

CARRIED

ADJOURNMENT As all matters have been addressed, Chairperson Gwen Jones declared the meeting adjourned at 8:12 p.m.

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These minutes approved this 26th day of November, 2025.

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Chairperson,

_____
Chief Administrative Officer, Angela Duncan