

Wintergreen Woods Water Utility

Annual General Meeting

May 23, 2018

Wintergreen Golf Course (Bragg Creek)

Introductions and Overview of the Co-op and System (David Deere – Acting Chairman)

AGM minutes (Darwin Perrier - Secretary)

- Motioned to be accepted by Duncan O'nions
- Seconded by Ron Lutz
- Passed Unanimously

Accomplishments 2016 (Ron Lutz – Operations Manager)

- Plant is operating extremely well
 - River intake galleries are not working well
 - Compliance Inspection Nov 2017
 - Houses are not metered – Future
 - Maintenance program for surface water protection
 - Drinking Water Safety Plan drafted
 - Backup generator
 - Risk of waste water treatment plant upstream of intakes
 - Emergency Response Plan drafted, need Engineer to finish
- Distribution System Repair – Squirrel Crescent - \$15,000
 - -40 degrees Celsius, repair with a days notice at new years
- Header Replacement - \$14,000
- Pump House - Transformer Repair – \$2000
- Flowing Toilet March – Leaked 22m³/day - \$2400
 - Some discussion by Ron about the responsibility of home owners
- Pump House – Heater Fans – need repair this winter
- Replaced Pump in River and added Screen - \$3000
- Need additional sensors for Plant Shutdown
 - Low Reservoir or Chlorine High/Low AlarmLow reservoir or chlorine high/low alarm
- River Pump
 - Pump and lines froze. Pump was not able to be found.
 - Froze this winter
 - Heat lamp had to be put into the galleries to keep them from being frozen
 - Resulted in a large amount of trucked water
- Weir for Flood Mitigation and Impact on our Galleries
 - Galleries repair cost \$100k - \$200k (No Guarantee)
 - Weir would provide water to the galleries without repair
 - The WWWWU would support the construction of a weir
 - Approach RVC and AEP

Financial Update – (Chantel Yarema – Treasurer)

- Provided an update on the financial status
- Motion to accept the financial plan – Mark Kamachi
- Seconded – Christine Pollock
- Unanimously approved

Budget 2018 (Chantel)

- Presented the proposed budget
- No major changes
- No changes to the fees for 2018
- Motion to accept the budget – Darwin Perrier
- Seconded – Gary
- Unanimously approved

Projects 2018/2019 (David)

- License to Operate Renewal - David
- Update Maintenance Agreement with RCR - Darwin
- Emergency Response Plan – Ops
- Vacant Property Policy – Board
 - Some discussion by the floor about how this could be difficult to enforce and whether there should be a cap.
 - There was concern in determining where the problem is
 - David clarified it is only for issues inside the house and let the members know that a draft policy would be sent out prior to being put in place
- Water Main Valve Mapping - Duncan
- Improve communications – Facebook/Twitter groups - Comm

Future Projects (Ron - Operations)

- UV Filter
 - May be required when Alberta Environment (AEP) renews our license to operate in July 2019
 - Cost estimates have ranged from \$100K to \$150K
 - Decision to wait until AEP determines this is required
 - If AEP requires UV, will probably have a few years to comply
 - UV addresses: Viruses, Cysts, Salmonella, E.coli, Typhoid Fever, Polio, Cholera, Infectious Hepatitis, Bacteria, Coliform, Giardia, Cryptosporidium, Flu, Dysentery, Meningitis
 - There was a question from the members if there would be less chlorine with the UV filter.
 - The floor let the room know that the UV will help most with spring breakup
- Backup Generator
- Sensors
- Meters

- There was a question from the floor about what our insurance policy covers. We will post the material from our insurance agent on the website. We tried to make a claim two years ago and were unsuccessful. The policy does protect the board and damage to the plant.
- There was discussion about RCR's sewage treatment and potential issues and improving communication from them and putting them into the emergency response plan.

Policy and Procedures (David)

- System Flushing Procedure
 - Notification of the need will be sent via email
 - Website has the procedure
- Delinquent Fees
 - Reviewed that a collection agency would be used instead of the board
- Damage from Vacant Property

RCR Update (Patrick Majer)

- Patrick reviewed that RVC has encouraged RCR to reapply for development on the ski hill. RCR is assessing
- There was a question from Ryan about the implication of the development on the co-op.
- David mentioned that we were going to merge the three existing agreements with the development
- Alf Beaudry will be joining the board to represent RCR
- Golf course was opened on May 12th, it went well. There was some winter damage but the course is getting busier.

New Business (David)

- No new business tabled
- 21 properties were represented at this year's AGM
- There was some discussion about the system being aged & what is covered on Insurance Policy
- ***ACTION:*** provide WWU Insurance Information on Website
- We expect no issues with water supply
- No suspected leaks
- Call to the members to look for leaks around individual properties
- Co-ops responsibility is up to the curb stop
- Restricted water use order, if it comes out; please abide

Election of New Board Members

- No new volunteers for this year.
- Remaining Volunteers:
 - Darwin Perrier
 - David Deere
 - Chantel Yarema
 - Duncan O'Nions
 - Tim Grant
- Alf (RCR)
- Cindy (Accountant)

- Marilyn (Webmaster)

Motion to Adjourn (David)

- Motion Christine Pollock
- Seconded Charity Helman

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