

WWWU AGM MEETING MINUTES



Date: May 18, 2022

Time: 7 pm

Board members

David Deere, Chairman

Darwin Perrier, Vice Chair

Chantel Yarema, Treasurer

Susan Norrie, Secretary

Duncan O'Nions, Operations

Patrick Majer, RCR Rep

29 people in attendance; 23 members.

Attending:

Mark Brown, Steven Knudsen, Katherine Crerar, Jennifer Elias, Sven Roehl, Judy Low, Warren Olsen, Ed Reynolds, Kiki Reynolds, Matthew Bell, Mark Chidwick, Enrique Massot, Anna Lobaranova, Bernie Luft, Michael Mertens, Michael Woertman, Amanda Mann, Kris Mann, Roxanna Bird, Ryan Bird, Suzy Rosmanitz, Jason Rosmanitz, Tiffany Lucas, Doug Warne

Speaker	Item
7:00 pm	<p>Meeting is brought to order.</p> <p>2021 AGM Meeting minutes were approved by Michael Mertens and seconded by Enrique Massot and Steven Knudsen.</p> <p>2021 Financial Report accepted in motion by Michael Woertmann and seconded by Michael Mertens.</p> <p>Motion to approve 2022/23 Budget by Matthew Bell and seconded by Mark Chidwick.</p> <p>Explanation, discussion and question ensued regarding current issues of the WWWU water system, pros and cons of transferring system to Rocky View County.</p> <p>Transferring system to RVC is a separate issue from dissolving the WWWU Co-op and will be addressed at another special meeting and vote according to Alberta Rural Utilities rules. Any remaining funds in the Co-op can be decided upon later and dispersed as the members decide.</p> <p>Members were asked to sign the petition regarding transferring WWWU to the Rocky View County in the lobby.</p>
8:20 pm	<p>Motion to Adjourn meeting by Michael Mertens; seconded by Matthew Bell.</p>



Wintergreen Water

Wintergreen Woods Water Utility - Bragg Creek - AB 

A photograph of a river flowing over rocks, with water splashing and creating white foam. The river is the central focus of the slide.

AGM 2022

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"Our mission is to
provide treated
water to its share
users within the
guidelines of fiscal
and ecological
responsibility."

AGM 2022 Agenda

- ◆ **Chairman's Welcome & Opening Remarks** - David
- ◆ **Board of Directors** – David
- ◆ **Approval of Minutes of 2021 AGM** – David & Darwin
- ◆ **2021 Financial Report** – Chantel
- ◆ **Approval of Financial Report** – Chantel
- ◆ **RCR Report** – Pat
- ◆ **Operations Report (2021)** - Duncan
- ◆ **Rocky View County LIT & Transfer Update** – Duncan, Darwin, David
- ◆ **New Business** – All
- ◆ **Adjourn – LIT Signature collection** – All

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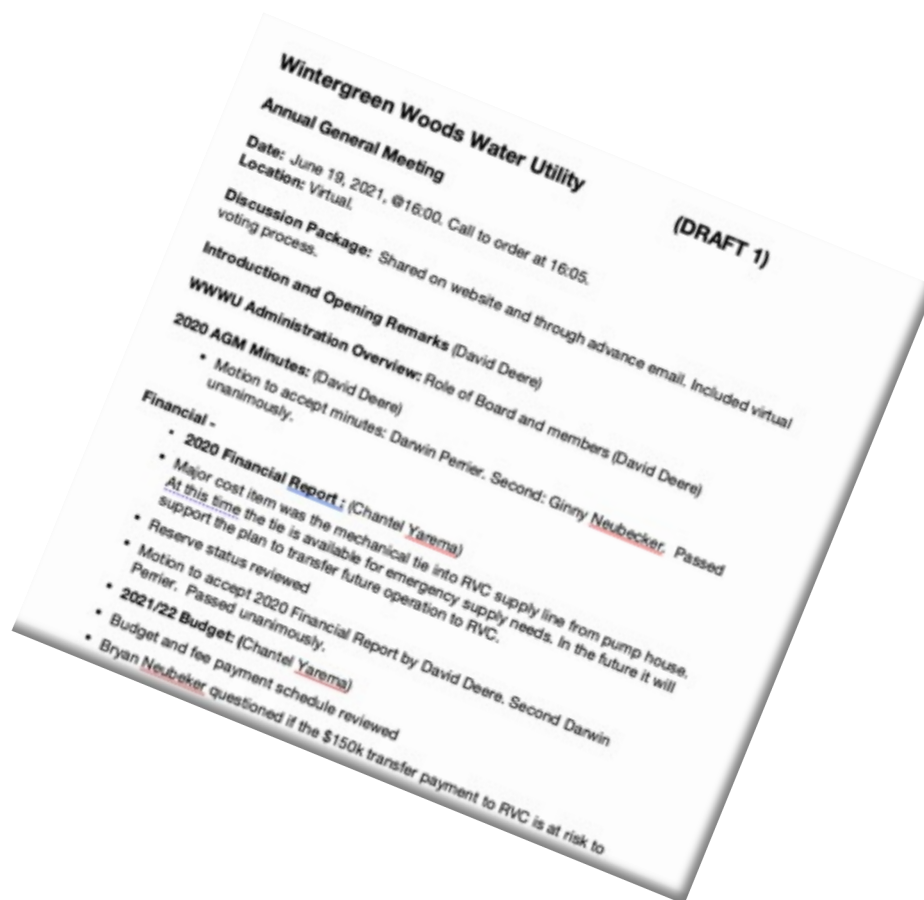
WWWU Board Members

- | | |
|------------------|----------------------------|
| ➤ David Deere | Chairman |
| ➤ Darwin Perrier | Vice Chair |
| ➤ Duncan O’Nions | Operations Manager |
| ➤ Chantel Yarema | Treasurer |
| ➤ Susan Norrie | Secretary & Communications |
| | |
| ➤ Patrick Majer | RCR |
| ➤ Cindy Wilson | Accountant |
| ➤ Ben Plumer | Accountant |

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2021 AGM Meeting Minutes



2021 AGM Meeting Minutes

- **ACTION:** update membership as necessary on matters related to safety & supply of water system and RVC transfer.

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Motion

To Accept 2021 AGM Meeting Minutes

2021 Financial Statements

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Statement of Financial Position December 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash	\$ 175,600	\$ 195,983
Restricted cash - reserve	177,484	157,146
Accounts receivable	12,955	20,118
GST receivable	2,259	6,946
Prepaid expenses	3,853	3,923
	<u>372,151</u>	<u>384,116</u>
 CAPITAL ASSETS	 <u>175,927</u>	 <u>202,779</u>
	<u>\$ 548,078</u>	<u>\$ 586,895</u>
 LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 15,288	\$ 81,372
Deferred revenue	70,820	70,820
	<u>86,108</u>	<u>152,192</u>
 DEFERRED CONTRIBUTIONS	 <u>177,484</u>	 <u>157,146</u>
	<u>263,592</u>	<u>309,338</u>
 NET ASSETS		
Invested in capital assets	175,927	202,779
Unrestricted	108,559	74,779
	<u>284,486</u>	<u>277,558</u>
	<u>\$ 548,078</u>	<u>\$ 586,895</u>

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STATEMENT OF REVENUES & EXPENDITURES

	2021				2020
	Operating	Reserve	Capital	TOTAL	TOTAL
Member fees	142,311			142,311	141,366
RCR fees	2,271	-		2,271	7,539
Other	25			25	4,945
Interest income		343		343	642
TOTAL REVENUE	144,607	343	-	144,949	154,491
Amortization			26,852	26,852	26,852
Insurance	4,694			4,694	3,254
Interest & bank charges	204			204	208
Membership	720			720	720
Office	903			903	785
Professional fees	8,300			8,300	8,450
Repairs & maintenance	57,085	-		57,085	122,857
Utilities	17,528			17,528	18,690
Telephone	1,393			1,393	1,393
TOTAL EXPENSES	90,827	-	26,852	117,679	183,209
NET INCOME (LOSS)	53,780	343	(26,852)	27,271	(28,718)
Opening Fund	74,779	157,146	202,779	434,703	463,422
Transfers	(20,000)	20,000		-	
ENDING FUND	108,559	177,489	175,927	461,974	434,704

Reserves Update – Year end 2021

💧 Valuation of Utility (2014)	\$5,040,340
💧 Reserve Guidelines @ 2.0%	\$ 100,807
💧 WWWU Reserve Minimum @ 3.5%	\$ 176,412
💧 Reserve balance at Dec 31, 2021	\$ 177,484

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Motion

To accept the 2021 Financial Report as presented

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BUDGET

	JULY 1, 2022 - JUNE 30, 2023 BUDGET				2021 ACTUAL
	Operating	Reserve	CAPITAL	TOTAL	COMBINED
Member fees	142,000			142,000	142,311
RCR	3,400			3,400	2,271
Interest & other	-	375		375	368
TOTAL REVENUES	145,400	375	-	145,775	144,949
Amortization			26,852	26,852	26,852
Insurance	4,800			4,800	4,694
Interest & bank charges	250	10		260	204
Membership	720			720	720
Office	1,200			1,200	903
Professional fees	8,800			8,800	8,300
Repairs & maintenance	70,000			70,000	57,085
Telephone	1,500			1,500	1,393
Utilities	19,200			19,200	17,528
TOTAL EXPENSES	106,470	10	26,852	133,332	117,679
NET INCOME (LOSS)	38,930	365	(26,852)	12,443	27,271
TRANSFERS	(20,000)	20,000	-	-	-
OPENING FUND	108,559	177,489	175,927	461,974	434,703
ENDING FUND	127,489	197,854	149,075	474,417	461,974

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2022 Water Fee Payment Options

For the period July 1, 2022 – June 30, 2023

- One-time payment of \$1800 (**\$1800**)
- 4x \$470 quarterly payments (post dated cheques) (**\$1880**)
 - dated **1 July, 1 October, 1 January, 1 April**

LATE PAYMENTS will subject to **ADDITIONAL FEES** in accordance with the **WWWU DELINQUENT ACCOUNTS Policy**.

Vacant lot: \$400 one time payment

Not set up for:

- ☐ *e-Transfer or Credit Card payments*
- ☐ *COVID relief, delayed payments*

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Motion

To accept the 2022/2023 Budget and fees as presented

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Resorts of the Canadian Rockies

L'ultime expérience / Experience the Ultimate

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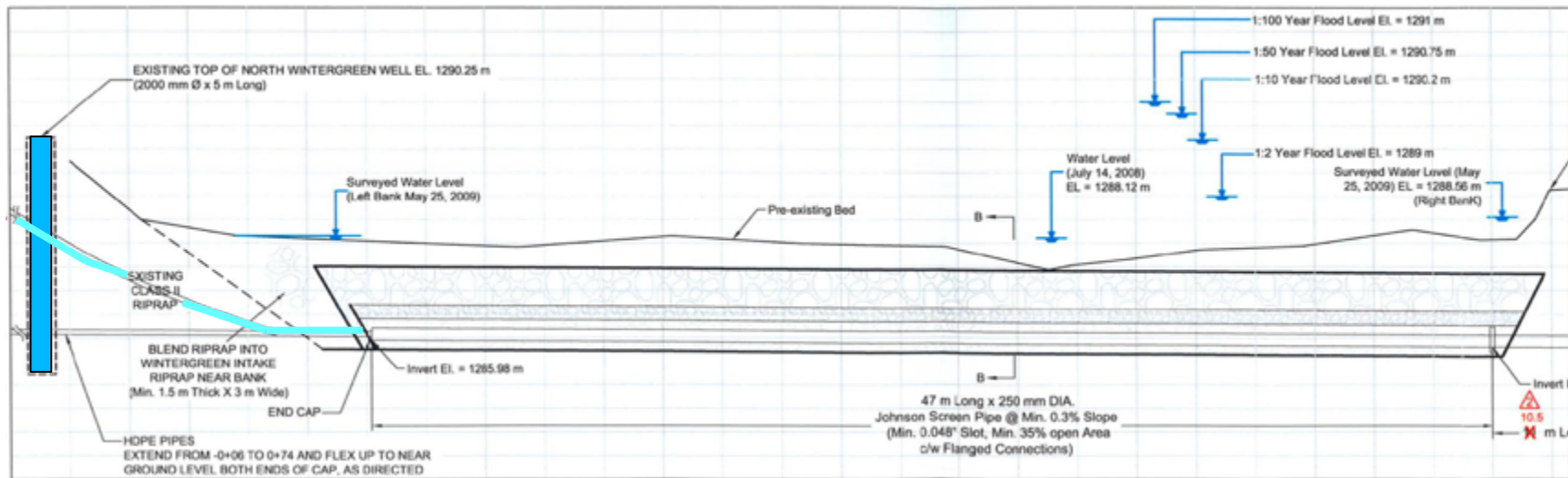
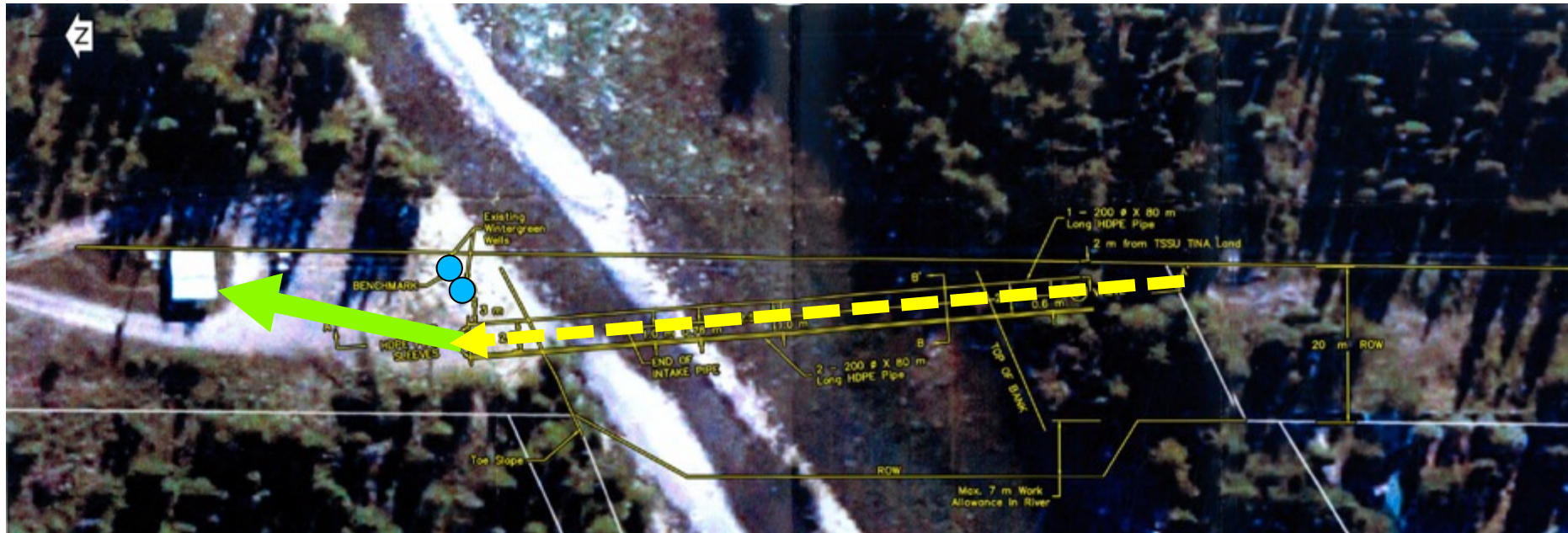
WWWU System Overview



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Rocky View Water Intake – Johnson Screen Pipe



Operations Report (May 2021- May 2022)

- 💧 System working over the year without draw from RVC system

REPAIRS:

- Purchased 2 chemical feed pump rebuild kits and rebuilt pumps
- Jan 12, 2022 is the first time we hauled water for the leak at the club house. Hauled Water again twice at end of March . Total water hauling about \$2.5K.
- Had to repair that outlet valve in early 2022.

FUTURE Operations suggestions

- 💧 Suggested acquisition of spare distribution pump (presently no backup)
- 💧 Humidifier needs replacing in treatment plant basement
- 💧 Capital expenditures required if status quo

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WWU System / Admin Transfer Update

BACKGROUND:.....

WWWU System / Admin Transfer Update

Upgrade our 4 Km raw water line and add booster pumps and other supporting elements. Water meters included

Previous LIT Petition submitted (80%+ vote with 100% in favour)

- RVC remains committed to completing the WWWU transfer.
- RVC is willing to accept risk of the distribution system (40-year-old)
- RVC's biggest concern is the structural integrity of 4KM raw water feeder line and having it meet Alberta Environments requirements as well as providing potable water to the community.
- According to RVC, the original (pre-LIT) cost estimate increased due to the nature of new work, rising material costs, supply challenges and a new Request For Proposal (RFP) which would likely yield higher costs.

WWWU System / Admin Transfer Update

Significant delays in execution of the plan and construction did not happen last summer.

Bids tendered to RVC submitted in February 2020 were \$970,000+ well above the original estimated amount of \$600,000.

RVC cancelled the tender process and rescinded the bylaw voiding the prior LIT approval

New LIT request for the same project would allow for RVC revised funding and tender process that we expect to be ~\$1,000,000 (based on new bids)

We have pursued alternate funding approaches and feel the LIT will be the most timely and successful approach.

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LOCAL IMPROVEMENT TAX

# Residents	91 as per email from Steve Seroya Apr 8/21							
					Costs Per Resident			
	LIT amount	Interest Rate	Total w Interest	Annual Pymt	Annual	Water Consumption	Total Annual	Current
Original	506,828	2.789	707,277	28,291	311	1,290	1,601	1,800
Current	1,000,000	4.039	1,597,690	63,908	702	1,290	1,993	1,800
	1,500,000	4.039	2,396,535	95,861	1,053	1,290	2,344	1,800
Actual Water Usage - 2021								
Res Meter #1		21,279						
Res Meter #2		7,558						
Less: RCR		(715)						
		28,122						
# actual households billed		78						
Annual usage per household		360.54						
Water rate	per cubic meter	2.747	as per 2022 RVC Master Rate Bylaw C-8258-2022					
Annual water usage cost per house		990.40						
Admin fee	\$25/month	300.00						
		1,290.40						

WWWU System / Admin Transfer Update

NEXT STEPS:

- LIT Request
- Council vote, tender process and public comment period, construction work (raw water line & boost pumps), meters installation
- Continued community communication and engagement
- Takeover of the water system is separate from a dissolve and decommission of the Water Co-op and are not interdependent; which leaves options for any remaining assets and reserves

TIMING (tentative!!!):

Construction Aug – Oct 2022 // Meters Sep 2022- Jan 2023

Admin & System full transfer - Spring 2023



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A photograph of a river flowing over dark, wet rocks. The water is turbulent, creating white foam and rapids. The background shows a rocky bank with some dry vegetation.

Questions



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Thank you