

Wintergreen Woods Water Utility

Annual General Meeting

May 11, 2017

Wintergreen Golf Course (Bragg Creek)

Introductions (Darwin Perrier) - Introduced the board

AGM minutes (Darwin Perrier)

- Motioned to be accepted by Mark Chidwick
- Seconded by Ron Lutz
- Passed Unanimously

Accomplishments 2016 (Ron Lutz)

- Plant is working very well, only minor repairs
 - Rebuild Chemical Pumps (3 years) \$1000
 - New hose with heat trace (river pump) \$1000
 - Rebuild Main Distribution Pump \$2000
 - Rebuild Chlorine Analyzer \$ 400
 - Chemical Secondary Containment \$ 500
- Compliance Inspection Completed Nov 2016 (rating 90%)
 - Drinking Water Safety Plan – In Progress
 - Secondary containment for chemicals – Completed
 - Written Maintenance Program – In Progress
 - Metering for Houses – Future
 - Backup Generator – Future
- Application being prepared by Watertech Engineering to AEP for Repair of Galleries
 - 6 – 8 weeks (estimate \$30,000) to be paid by Alberta Government
 - Once application has been approved we will request bids for work to be completed.
 - Estimate \$300,000 (timeline to be determined)
- Break in the Raw Water Line
 - As a result of the development on Tsuu T'ina land just north of the curve in Wintergreen road
 - Cost – \$22,376.27
 - Paid from our reserves
 - Failed to get compensation from the Nation or RVC
 - Failed to get an insurance claim
 - we have an earth movement deductible of 2% of the system
 - We complained and they gave legal precedence of failed lawsuits
 - As a result, we dropped our insurance on the raw water line but kept the insurance on the water treatment plant

Financial Update – Chantel

- Provided an update on the financial status
- Explained that we have two accounts, a reserve (restricted) and an operating account (unrestricted)
- 100% fees collected
- we were slightly under budget for 2016
- Reviewed the reserves
 - Goal to have 3.5% of the value of the plant in reserves
 - Value of plant is \$5,040,340
 - Need for reserves is \$ 176,412
 - Current reserves is \$ 150,391
 - Shortfall \$ 26,021
 - Planned contribution in 2017 is \$ 20,000
- Motion to accept the financial plan – Rod Pollard
- Seconded – Tim Grant
- Unanimously approved

Budget 2017 (Chantel)

- Presented the proposed budget
- No major changes
- No changes to the fees for 2017
- Motion to accept the budget – Mark Chidwick
- Seconded – Rod Pollard
- Unanimously approved

New Business

- Emergency response Plan
 - Required by RVC
- UV Filter
 - May be required when we renew our license in 2019
 - On hold for now
- Signs to mark the location of the water line
 - To help avoid issues like the raw water line break this year
 - In progress
- Shut off valve mapping
 - Required so that we know where they are and whether they work
 - In progress
- RCR Development
 - Pat Majer provided an update
 - Suggested that the development will start in 2-3 years

- Flood mitigation in Bragg Creek
 - Our pump house at the river will not be protected
 - RVC is considering plans to raise the pump-house by 7 feet rather than moving it
 - In progress

- In Home Water Filters
 - Is there an opportunity for a bulk purchase of in home water filters
 - There was interest in this – we will look into this

- Water Meters
 - Will we be installing water meters?
 - We will consider this as part of the RCR development and/or in 2019 when our water license is renewed by Alberta Environment

Election of New Board Members

- Mark Chidwick
- Ron Lutz
- Darwin Perrier
- David Deere
- Chantel Yarema
- Duncan O’Nions
- Patrick Majer (non voting)
- Tim Grant

Motion to Adjourn

- Motion Susan
- Seconded Christine