

Wintergreen Woods Water Utility

MINUTES Of the 2005 Annual General Meeting

April 27, 2005

Location: Wintergreen Resort Upper Lounge.

Time: 7:40pm

Executive Board Members Presiding: Rick Boden (President), Mark Chidwick (Vice President), Fred Smith (Operations), David Deere (Secretary & Newsletter), Bev Dye (Communications & Emergency Callout), Tom Walker (Operations), Pat Cullen (Accountant), Bob Novocosky (Representing Resorts of the Canadian Rockies), Tom Armstrong & Dave McDonald (McPherson & Thom).

Residents (members) in Attendance: 21

TOPIC	DISCUSSION
1. Approval of 2004 AGM Minutes	<p>The AGM began with an introduction of the executive board members by Rick Boden.</p> <p>A motion was passed to approve the minutes from the 2004 Annual General Meeting. (motion by Gary Nikiforuk; seconded by Dennis Stefani).</p> <p>There were no comments or questions.</p>
2. System Overview (Fred Smith)	<p>Supplemented by large photographs and illustrations, Fred Smith gave a presentation that described in detail the Wintergreen Woods Water Utility System. He described how the water was drawn in from the Elbow River through a submerged intake into the pump house and pumped 3.5 Km to the Water Treatment Plant located near the Wintergreen Resort Maintenance Building. The Water is then treated through a series of pressure filters and storage tanks to reduce the turbidity levels to less than 1 NTU. The treated water is then piped from the treatment plant to each residential property through 4 to 6 inch pipes. It was noted that the present system would not support fire hydrants.</p>
3. Water Quality and Standards	<p>Tom Armstrong from McPherson & Thom briefed the members on Water quality and standards. The major points are summarized as follows:</p> <ul style="list-style-type: none">♣ The Utility operates under approval of Environment Alberta who has issued the Wintergreen Woods Water Utility (WWWU) a license to operate in accordance with Canadian Environmental Standards.♣ Since the tainted water issue in Walkerton Ontario more emphasis has been placed on strict guidelines and regulations with respect to water quality and turbidity levels. Turbidity is a measurement of suspended particulates in the water.♣ Presently the target goal is to achieve turbidity levels of .1 or less.♣ Although regulations continue to become stricter, our Water Utility generally meets this as well as all the requirements.

	<ul style="list-style-type: none"> ♣ Operational experience, skill and proactive management has aided in keeping our water well within the standard. ♣ The water is tested daily for PH levels, chlorine residuals and turbidity levels. ♣ WWWU water standards are well within the minimum requirements. The acceptable PH level is 6.5-8.5. WWWU is typically 7.9. ♣ In the event any test reveals unacceptable levels of anything, M&T has a process in place to safely deal with the issue. ♣ All data is collected recorded and forwarded to Alberta Environment. ♣ A year end summary of M&T activities including lab work, operations, maintenance and safety issues is compiled and sent to the Wintergreen Utility and Alberta Environment. The latter reviews the report and makes recommendations where necessary to improve procedures and policies. ♣ Our present license expires 2009 at which time there will likely be additional criteria added to the minimum standards.
4. Operations Report	<p>Fred Smith presented the operations report to the members. It was a relatively uneventful year for the Utility. One pump at the river pump house went unserviceable and a motor burnt out at the treatment plant. There were no water line breaks in 2005. Overall, the operational costs were accurately projected and are expected to remain constant for next year.</p> <p>A motion was passed to accept the operations report by Dennis Stefani and seconded by Bob Novecosky.</p>
5. Financial Report and 2005 Budget	<p>Pat Cullen presented the financial report and the 2005 budget. He noted that 41 members chose the \$800 one-time payment, 26 chose the \$85 monthly cheques. It was highlighted that with a relatively large turnover of properties in Wintergreen the collection process can be cumbersome and challenging. Pat acknowledged the requirement to "tighten up" the collection process and ensured it will be made better for next year.</p> <p>A motion was passed to accept the financial report by Tom McGuire and seconded by Doug Warren.</p>
6. Wintergreen Resort Update (Resorts of the Canadian Rockies)	<p>Bob Novecosky of the Resorts of the Canadian Rockies (RCR) began his briefing with an apology for not acquiring the resources to permit a PowerPoint presentation by Mark Chidwick. His discussion is summarized as follows:</p> <ul style="list-style-type: none"> ♣ RCR is under new management. ♣ The head office is looking into installing a new line to the large pond for additional irrigation for the golf course. ♣ The golf course "took a real beating" over the winter damaging some fairways and requiring two greens to be completely rebuilt. ♣ They plan to open the golf course on May 5 for members and May 7 to the public. ♣ Discussion ensued regarding the ski hill. The bottom line was that there are no plans to reopen and no plans for its use over the summer. It is officially off limits to the public however they would not be opposed to local residents taking a casual stroll over the hill. The long-term intent is to remove the ski lift structures from the hill. ♣ The present long range plans are considering making wintergreen Golf Course a "residential" golf course that would include permanent and temporary accommodations as well as a conference center. ♣ There presently are no plans to add new water lines to or from the hill to the WWWU treatment plant.
7. ICAP & The Proposed Water Treatment Plant Upgrade	<p>Fred Smith reviewed the ICAP program initiated by the previous board in 2003. The Alberta and Federal governments have extended the program for one more year. With the ICAP program continuing and on receipt of the ICAP grant, the WWWU as a minimum hope to install a new filtration system and new variable speed pumps.</p> <p>We hope to generate the funding from within our non-regulated capital reserves. The approximate dollar figures are \$250,000 total cost with \$80,000 coming from the Utility.</p>

	<p>In order, the priorities for a future new treatment plant are:</p> <ol style="list-style-type: none"> 1. Move the plant above grade (ground). Presently the plant is below ground. This has inherent risks in addition to having been flooded 3 times in the past. 2. Replace the antiquated and inefficient pumps 3. Ensure the maintenance of the water quality itself and the facility remains high standard. 4. Upgrade the electrical system which is now 25 years old. 5. Add a standby back-up power system in the event of power outages. <p>All members present agreed to have the executive go ahead with funding the project within the context and guidelines presented by Fred. The board was encouraged to commit the money in a cost-effective way.</p>
<p>8. New Board Members</p>	<p>Rick Boden is stepping down as the Utilities Chairman. Two positions are needed on the board:</p> <ol style="list-style-type: none"> 1. Dennis Stefani nominated by Rick Boden seconded by Duncan O'nions 2. Derrick Jewlal nominated by Brian Neubecker and seconded by Tom Walker.
<p>9. Other Business</p>	<ul style="list-style-type: none"> ♣ Gary Nikiforuk publicly thanked Rick for his volunteer time on the WWWU board. ♣ It was suggested that the Wintergreen Water Website post the board members names and contact numbers. In addition, there should be a link from the WW Website to and from McPherson & Thom's website (M&T). ♣ M&T suggested they needed a list of member's names to contact in the event of an emergency. In addition M&T expressed a desire to have better access to board members for critical decisions as well as have a mandate under certain circumstances to spend a reasonable amount without notifying the board.
<p>10. Meeting Adjourned</p>	<p>The meeting was adjourned at 9:26pm. The motion was made by Tom McGuire and seconded by Duncan O'nions</p>
<p>11. Attachment s</p>	<p>Operations report Financial Report</p>