

# *Graham Lake Improvement District*

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Minutes of the Annual General Meeting held on April 15, 2015  
at the United Church Hall, Denman Island, BC

|          |                 |                               |
|----------|-----------------|-------------------------------|
| Present: | Doug Bell       | Chairman                      |
|          | Chris Page      | Trustee                       |
| Regrets: | Michel Biermann | Trustee                       |
|          | Simon Palmer    | Manager, Secretary, Treasurer |
|          | Rob Manering    | Operator                      |
|          | Grant Cyz       | Operator                      |

12 members of the Graham Lake Improvement District

1. Doug Bell, Chairman called the Meeting to order at 7 pm.
2. The Agenda was approved as presented.  
Moved by: Peter Jackson  
Seconded by: Lloyd Strong
3. The Minutes of the April 16, 2014 AGM were received  
Moved by: Peter Jackson  
Seconded by: Scott Snyder
4. Review and Approval of the 2014 Accounts and Auditor's Report  
Simon Palmer, Manager, reported –

## “2014 Accounts & Auditor's Report

Revenue for 2015 at \$71,000 was \$3,700 over budget due to a higher tax refund than expected. Fees from CVRD/DIWLSA for water supplied were close to predictions at \$10,269.

Expenses came in \$11,300 lower than expected chiefly due to deferred maintenance costs and UV tube purchase, a management decision minding the chloramination project

which has been about to happen for some months now, on which Rob Manering will comment later.

\$15,438 being the prior year's surplus was transferred to the Cumulative Operating Surplus or Pumphouse Reserve bringing that total to \$39,500, much of which will likely be needed for GLID's share of planned pumphouse upgrades.

\$20,100 representing members' annual contribution of \$300 per household was transferred to the Renewal Reserve Fund which currently stands at \$160,800. Per Trustees' Resolution 19 dated June 2013 this levy will run through 2018.

Of note in the Financial Statement prepared by auditors

- Net Assets Cash are monies in GLID's current account plus the Cumulative Operating Surplus because that latter is accessible & transferable to the current account as needed.
- The item Capital Asset Fund is the net book value of GLID's pumphouse building, equipment etc. We are required to amortize such assets by the Ministry, but having no record of original costs the figure is somewhat arbitrary. Amortization of future acquisitions will be based on cost & expected useful life.

## Budget 2015

A small increase in revenue will come from CVRD/DIWLSA fees as their share of water consumed is predicted to rise.

Operator, insurance and utilities costs are expected to rise, whilst pumphouse repairs & maintenance should be lower after the upgrade.

Net operating surplus & therefore contribution to the Pumphouse Reserve will be lower.

Taxes & Tolls have been held to the same level as 2014, as you all know."

In response to a request the Manager agreed to post Actual v Budget figures for the prior year & the Budget for the current year on the GLID website.

The Financial Statements for the year ended December 31, 2014 were approved.

Moved by: Blake Hanna

Seconded by: Anne Page

## 5. Receive and Approve the Chairman's Report

The Chairman thanked the Manager & Operator for their work in 2014. He welcomed Grant Cyz as the new Operator.

## 6. Manager's Report

"Mr Chairman, Trustees, Members

Our relationship with CVRD/DIWLSA remains mutually beneficial. They paid \$10,270 for water consumed in 2014. A rate increase for 2015 will see this rise to \$11,723.

In September 2014 Trustees approved Petitions by 14 landowners just South of McFarlane and adjoining the GLID boundary to extend that boundary. Petitions to extend the GLID boundary and therefore include those landowners in the GLID Letters Patent were forwarded to the Ministry last November. We expect approval mid 2015 or so.

We are most grateful to Rob Manering for his many years of care & attention to the GLID system, starting with the construction that serves us today. We appreciate too that Rob is overseeing the setting up of the chloramination system by CVRD that will both improve water quality & hopefully save much of the water currently flushed out & lost.

Most fortunately Grant Cyz offered his services as Rob's terminated. Grant has taken all the required courses to date & is our new certified Operator.

Finally I would like to thank Trustees for their support and Anne Page for her assistance with the GLID website and the annual mailing of water bills."

#### 7. Operators' Reports

Rob Manering reported that the CVRD contractor had installed much of the equipment needed for chloramination water treatment but that the contact piping system had been re-thought due to cost & was now being replaced with an additional tank, requiring new engineering drawings. The stand-by generator has to be moved further away from the ammonia storage. Other work such as a new UV & filtration system is on hold until the chloramination plant is fully operational.

Grant Cyz commented that the daily operation of the GLID system was unaffected by pumphouse work and that water quality remained satisfactory.

#### 8. Election of Trustees

There being no nominations from the floor Doug Bell was re-elected for a three year term.

Trustee terms expire therefore:

|                 |                    |
|-----------------|--------------------|
| Doug Bell       | at the AGM in 2018 |
| Michel Biermann | at the AGM in 2016 |
| Chris Page      | at the AGM in 2017 |

#### 9. Approve Michael Pinch as Auditor for 2015

Moved by: Peter Jackson

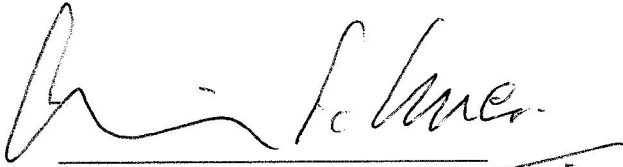
Seconded by: Anne Page

10. Current Bylaw 67 regarding tolls on additional dwellings on the same parcel of land utilizing one connection to the GLID system was discussed, with no consensus emerging. It was agreed that Trustees would further review the matter and act appropriately.

11. The Manager reported that 14 households South of McFarlane & adjoining the current GLID boundary had petitioned to join GLID & that their application was with

the Ministry. It was agreed that, once they are listed on the GLID Letters Patent, they would enjoy the same voting rights etc as current GLID members.

12. A motion to adjourn the 2015 AGM of the Graham Lake Improvement District was made by Peter Jackson and the meeting adjourned at 8:15 pm.



Simon Palmer - Secretary



Doug Bell - Chairman