

**Valley Ridge Community Co-operative Annual General Meeting
2020 AGM
Zoom Meeting
November 29, 2020**

Opening:

Valley Ridge Community Co-operative Annual General Meeting Minutes.

The regular meeting of the Valley Ridge Community Co-operative was called to order at 7:08pm November 29, 2020 by Nicole Seefried.

Present:

Gordon & Debbie Noble
Louis & Marlis Duff
Matt & Kerri Dayton
Jim & Terry Smith
Debbie & Brian Beaton
Blaine & Yolanda Balaberda
Dale & Jodi Sims
Nicole Seefried
Jeff Boulton
Liz & Jim Allen
Adam & Jaylyn Knudson
Nick Wakeford
Joss & Jennifer Gauthier
Linda Goby

Introductions

Review of Agenda:

- No items to be added or deleted

Adoption of Agenda:

- Motion to adopt agenda: Debbie Noble
- Secunder: Jeff Boulton
- Agenda was adopted

Review of 2019 AGM Minutes:

- No questions in regards to these

Adoption of 2019 AGM Minutes:

- Motion to adopt minutes: Gord Noble
- Secunder: Liz Allen
- 2019 AGM minutes were adopted

Business arising from 2019 Minutes:

- no outstanding business

Review of 2019 Financial Statements:

- Jodi Sims reviewed the financial statements. She explained that the savings account had been depleted as a result of the waterline work done in the fall of 2019.
- The issue with the current accountant not doing things in a timely or professional matter was explained to the members. The board had already agreed to change to a different accountant for 2021. All those in attendance agreed with the decision of the board.
- As there is timing issues with when the approved financial statements need to be filed with ISC (December 1, 2020 deadline) and because of the COVID gathering regulations, Dale and Jodi Sims will sign the financial statements on behalf of the board. All in attendance agreed that this would be ok.
- Water readings will continue to be sent in on a quarterly basis and water billings will be issued semi-annually.
- **The following fees were discussed & voted on as follows:**
 - Per a review of the annual operating costs of the VRCC, an annual fee of \$575 per lot would cover these costs for 2020. At the waterline meeting held on November 15, 2019 the members voted and passed a \$500 per lot advance of the 2020 annual fee to be paid by January 31, 2020. This means that each lot owner would only need to pay an additional \$75 towards their 2020 annual fee. This would be payable by December 15, 2020.
 - Motion for the 2020 VRCC annual fee to be \$575 per lot: Debbie Beaton
 - Seconder: Liz Allen
 - **2020 VRCC annual fee of \$575 was passed.** All in attendance in favour.
 - Special assessment fee for 2020 be collected from each lot owner to cover the waterline work just completed on William Avenue. The total cost of the waterline work was approximately \$10,000, divided by 26 lots, means the Special assessment fee for 2020 would be \$385 per lot. This would be payable by December 15, 2020.
 - Motion to for the 2020 special assessment fee to be \$385 per lot: Nicole Seefried
 - Seconder: Jeff Boulton
 - **2020 Special assessment fee of \$385 was passed.** All in attendance in favour.
 - As the waterline is showing its age and there will be more repairs/replacements needed in the near future, money needs to be set aside for this future work. By setting aside money each year, we can try to avoid large amounts needing to be collected from each lot owner when a repair is needed. In previous years, special assessments had been collected which built up a savings. Theses funds were used to complete the major waterline work in the fall of 2019. In order to start rebuilding that savings, the board proposed a 2021 special assessment fee of \$500 per lot owner to be paid by March 31, 2021. This amount was based on the cost of the recent waterline work. This special assessment fee will be re-evaluated each year.
 - Motion to for the 2021 special assessment fee to be \$500 per lot: Debbie Noble
 - Seconder: Debbie Beaton
 - **2021 Special assessment fee of \$500 was passed.** All in attendance in favour

Adoption of 2019 Financial Statements:

- Motion to adopt 2019 Financial Statements: Dale Sims
- Seconder: Gord Noble
- 2019 Financial Statements were adopted

New Business:

- Waterline repair update
 - Nicole reviewed the following information in regards to the waterline repair and there were no questions.
 - A section of wet dirt was noticed along the east ditch of William Ave on Sunday Nov 1st. Review by Dale, Adam, Jamie determined it was likely a leak on the water line.
 - Adam (Takn Enterprises) ordered materials assuming it was the tee that had failed and provided an estimate to the board based on what was known at that time (excavate, repair, backfill). This estimate was just under the \$5000 approval limit for the board so the go-ahead was given. There was also an urgency to get the work completed as a blizzard was forecast to hit in a couple of days.
 - Work was lined up for Wednesday Nov. 4th to ensure parts arrived on time and that Jamie was available to oversee the work.
 - As area was excavated, the amount of saturated dirt was significantly more than anticipated requiring the excavation to be much larger than planned. Additionally, it was found that the water line is almost directly below the tree line requiring 3 trees to be removed. The size of the excavation and the tree removal was required in order to ensure the trench was safe for entry.
 - Tee was in fact found to be leaking and was replaced.
 - Saturated dirt was hauled away and dry dirt brought in for backfill (due to winter conditions, you cannot backfill with wet dirt as the moisture will settle to the bottom and freeze around the water line potentially causing another break, the wet dirt also won't allow for proper compaction and support around the pipeline).
 - Total cost \$9200 – increase over initial estimate due to larger excavation size, removal and disposal of 3 large trees, hauling of saturated dirt and addition of dry dirt for backfill. Costs beyond the \$9200 include Jamie's billable hours, water sample analysis, etc.
- Water Testing Update
 - Everything is going really well with the daily testing. Thank you to everyone for doing the water testing. Andrew will be coming to do a limited water audit.
- Mowing & Spraying
 - Wade Froehlich will no longer be doing the mowing and spraying of the parkland and other areas of the VRCC. We need to come up with a solution to have this work done.
 - Jim Smith has talked to the RM and the Reeve for our area about the RM doing the mowing. It seems as though they both feel that the RM could do the mowing on William Ave and the parkland twice a year at no cost to the cooperative. In order for the RM to do this it will have to be discussed & passed at the next RM council meeting on December 10, 2020
 - It was also noted that if the residences can pitch in to help out with upkeep in these areas, then this will be a major cost savings

- Motion to table decision on the mowing & spraying work until after the RM has made their decision: Jim Smith
- Seconder: Gord Noble

Election of Officers:

- No changes were made to the current board members. Any changes will be made at the 2021 AGM.
- Nicole encouraged members to consider putting their names forward to be on the board. There are a few board members that will be stepping down in the future so we will need these ones to be replaced. The VRCC needs a minimum of 5 directors up to a maximum of 9. The VRCC bylaws also state under 6. Member responsibility (i) that all members would take a 2 year term on the board.

Adjournment:

- Motion to adjourn meeting: Gord Noble
- Seconder: Jeff Boulton