

## **Crystal Bay Sunset (CBSS) Public Utility Board (PUB) Minutes of Annual General Meeting (AGM) - May 19, 2019**

1. Call to order – Ian Carleton, Chair, called the meeting to order at 11:15 am with 46 water subscribers and 12 family members in attendance.

The Chair introduced Board members: Ian Carleton, Pearl Morrison, Jamie Little, Ray Swayze, and Evelyn Bloom, RM Councillor who could not be here today. Gilbert Baillargeon and Chris Schenn were apprentice members this past year. Jackie Schenn is Secretary-Treasurer.

Thank you to Ron Harris and Joanne Schlekewy for diligent ongoing care of our water system. Their excellence and dedication are much appreciated.

2. Agenda
  - Motion by Ron Harris to approve agenda as circulated, seconded by Norm Perret. Carried.
3. Minutes of 2018 AGM
  - Motion by Brad Gilbert to approve minutes of 2018 AGM as distributed, seconded by Rod Sellers. Carried.
  - Minutes will continue to be posted on RM website ([www.rmofmervin.com](http://www.rmofmervin.com))
4. Update from Board
  - Accounts – 101 accounts billed for 2018 (7 subscribers have more than 1 hookup and therefore pay more than one annual fee). **All 2018 payments up-to-date as of the end of 2018.**
    - We encourage prompt payment.
    - Invoices are emailed if we have an email address.
    - Online payment option, or e-transfer to CBSS PUB email.
    - PUB Board will accept cheques for annual water payment today.
    - Annual rate for 2019 is \$370; cheques to be made to CBSS PUB.
    - Water rates for 2020 - \$390 per year.
  - Agreements - As ownerships change, agreement is signed with new owners. Several ownership changes occurred over the fall & winter; agreements are being obtained with new owners.
    - New installations require a signed agreement and payment before installation will be done.
    - Board has original paper copy and electronic backups.
  - Water Use - Ray Swayze brought up the water leak we recently had, took 5 people 2½ days to find this; over 307,000L (67,710 gallons) of water was used. Pump ran for 3½ days; thankful the new pump was installed before this happened. Costly to find leak.
    - Please have your water systems maintained, checking for leaks and making sure the water is shut off correctly in the winter. It is cabin owner's responsibility to have proper connections to the cabin and to fix leaks.

- Question was raised, is the property owner responsible for the water leak if it is found on their property and it's their negligence? The current subscriber's agreement does not include a provision for this.
  - It was asked how many people would like the water board to pursue checking into the mechanics to change & amend the policy for owner's responsibility. The show of hands was to not pursue and leave it. The Board will consider what might be able to be done related to this matter.
  - Question was asked about having water meters. The Chair indicated that meters have been considered, but that there is an issue of freezing in the winter, and the cost of having someone read the meters regularly.
  - It was brought up that some curb stops are hard to find, as driveways are being built over them or they are not marked well.
  - If you need the water turned on or off, please contact Ron Harris and he will be able to do this.
- Annual Notice to Consumers - Ian reviewed water testing done in 2018. Notice is posted on Bulletin Board and copies available for review.
    - Daily testing by water operator – chlorine residual (free and total) and turbidity.
    - Regular testing by SK Lab in Regina – samples sent 2x/month in summer, 1x/month in winter. Results continue to be compliant with standards (0 organisms, turbidity and chlorine in appropriate ranges.)
    - Every 2 years – General Chemical and Health & Toxicity testing. – being done May 2020. All results continue to meet SK guidelines, except alkalinity & manganese levels are high, which has been the case since the water system was implemented.
    - Inspection – Water Security Agency inspector visits, usually once per year. Excellent report in January 2019.
    - Information on drinking water at [www.saskh2o.ca](http://www.saskh2o.ca)

#### 7. Budget for 2019

- Pearl reported on Financial statements for 2018; handouts were provided.
- Pearl presented the 2019 Budget.
- Water board will be upping the amount put into the reserve fund to help build it up.
- Motion by Al Hawkins to approve 2019 Budget as presented, seconded by Ron Harris. Carried.

#### 8. Election

- Ian noted that the Board welcomes interested parties who would like to learn more about what's involved in the PUB.
- RM reappointed Councillor Evelyn Bloom and Ray Swayze for 2019.
- This year Pearl Morrison will be stepping down from the water board.
- Norm Perret nominated Ian Carleton; Brad Gilbert seconded it.
- Ena Bonnar nominated Jamie Little; Olive Schneider seconded it.
- Wendy Carleton nominated Stacy Cadzow; Norm Perret seconded it
- Alice Eagle moved that nominations cease; seconded by Al Hawkins. Carried.
- Members of the water board 2019-2020 are: Elected members Ian Carleton, Jamie Little, Stacy Cadzow, with RM-appointed members Ray Swayze and Evelyn Bloom. Chris Schenn and Gilbert Baillargeon have agreed to continue to be apprentice members for the upcoming year.

The Chair adjourned the meeting at 11:49 am.