



**COCHRANE LAKE  
GAS CO-OP LTD.**

**2024 ANNUAL GENERAL  
MEETING**

# INTRODUCTIONS

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Introduction of Board, Staff  
and Guests



**CLGC**



# BOARD MEMBERS

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- ▶ Ed Zwambag – 17 Years
- ▶ Randy Croft – 16 Years
- ▶ Clay Long – 15 Years
- ▶ Paul McLean – 13 Years
- ▶ Stan Jensen – 12 Years
- ▶ Scott Grattidge – 6 Years
- ▶ Carol Rokos – 6 Years
- ▶ Bryan Arthur – 1 Year

# STAFF

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- Pete Nielsen – 28 years
- Darron Wilton - 18 years
- Scott Wheller – 12 years
- Helene Drummond - 12 years
- Michele Lloyd - 3 years
- Brad Mason - 3 years
- Haven Edgecombe – 2 years
- John Fehr – 2 years
- Joanne James – 2 years
- Wade Seward – 2 years
- Brad Bond – 2 years
- Ryan Newton – 1 year
- Taylor Bynoe – 1 year

# AGENDA

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**1. Call to Order**

**2. Introductions**

**3. Quorum (*motion*)**

**4. Approval of Agenda (*motion*)**

**5. Approval of 2023 AGM Minutes (*motion*)**

**6. 2023 Auditor's Report (*motion*)**

**7. Appointment of 2024 Auditor (*motion*)**

**8. Finance Update**

**9. Board Update**

**10. Building Update**

**11. Operations Update**

**12. Election of Directors (*motion*)**

**13. Question Period**

**14. Adjournment (*motion*)**

# PAST AGM MINUTES

Require a motion to  
approve the minutes of  
the March 7, 2023  
Annual General  
Meeting





# 2023 AUDITORS REPORT

**pivotal**  
CHARTERED PROFESSIONAL ACCOUNTANTS

PIVOTAL LLP



# MOTION TO ACCEPT

Require a motion to approve 2023 Audited Financial Statements as presented.





# APPOINTMENT OF AUDITOR

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Require a motion to  
appoint Pivotal LLP,  
Red Deer, AB as auditor  
for 2024.





# FINANCIAL UPDATE

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Scott Grattidge,  
Treasurer



# BUDGET 2023

## OPERATING BUDGET

2024 Operating Expense                      \$2.56 MM

2023 Operating Expenses                      \$2.46 MM

Actual    \$2.25 MM

2022 Operating Expenses                      \$1.98 MM

Actual    \$1.97 MM

# BUDGET 2023

## CAPITAL BUDGET

2024 Capital Budget\* \$4,889,113

\* (Excluding rural, urban and commercial infills.)

Distribution System (looping, etc.)	\$ 364,990
Tools/Equipment	\$ 16,000
Technology	\$ 17,850
<b>Subtotal Distribution System</b>	<b>\$ 398,840</b>

# BUDGET 2023

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## CAPITAL BUDGET

### Building

\* (Excluding rural, urban and commercial infills.)

Building Cost	\$ 4,107,904
Cook Road Paving	\$ 138,400
Outfitting (furniture, warehouse shelving, security system, AV/IT, moving expense, etc.)	\$ 243,969
<b>Subtotal Building</b>	<b>\$ 4,490,273</b>



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# **BOARD UPDATE**

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Clay Long,  
Chair



# MISSION

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We are a member owned co-operative that strives:

1. To achieve safety standards
2. For technical and operational excellence
3. To ensure the system infrastructure meets customer demands
4. To continually improve customer service excellence
5. To expand natural gas service to new and existing customers

## VISION

Providing Safe, Reliable Natural Gas to Our Members

# GOALS

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1. Move to our new location that serves members, staff and our services better by the end of 2024
2. Educate Customers About CLGC, its operations, and benefits
3. Maintain a strong financial position
4. Engage Employees
5. Secure Franchise Area
6. Create a Growth Plan



## VISION

Providing Safe, Reliable Natural Gas to Our Members



# BOARD REPORT 2023

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- Oversaw & continued monitoring finances for 2023 including financing of new building & capital reserves
- Continued monitoring of safety, operations & capital work
- Led the sale of extra lots & sale of existing building in Cochrane
- Worked on Board governance & Board Governance Manual
- Continued participation in Federation of Alberta Gas Co-ops
- One director resignation



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# BUILDING UPDATE

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Brad Mason,  
General Manager



# 2022 PROGRESS

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- Paved Road
- Sold additional lots
- Enter into a competitive design–build process for new building, to ensure maximum effectiveness and risk management



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# 2023 PROGRESS

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- Request for Proposals closed on February 10<sup>th</sup>.
- Scott Builders incorporated was awarded a stipulated price, fixed term design build contract.
- Design and permitting commenced shortly thereafter



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# CURRENT PROGRESS

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- Construction commenced on October 23, 2023
- To date, foundations have been poured, underground utilities installed, structural steel is installed, with roof decking and precast walls scheduled to be completed by AGM.
- Completion is scheduled for July 31, 2024, with occupancy in August.





# OPERATIONS UPDATE

Brad Mason,  
General Manager



# 2023 OPERATIONS UPDATE

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All System Maintenance except sign maintenance was completed.

- Leak Survey 278 km – Tap 2 (205 km), Tap 10 (75 km),
- RMO Inspections/Maintenance – Monthly, Bi-monthly and annual testing and inspections required
- Inspections – Over 1800 Inspections per year: Crossings, Regulator Stations, Idle Riser, Block Valve and Public Buildings, PFM and Cathodic Inspections

# 2023 OPERATIONS UPDATE

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- 1,299 Locates in 2023
- 17,229 km travelled
- 800.5 personnel hours to complete
  
- An average of 5 per workday





# 2023 CONSTRUCTION

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- 32 Rural Installations
- 44 Primary Alterations/Secondaries
- 36 Urban Installations

TOTAL = 112 Installations

62 New Members (contracts)



# 2023 SOFTWARE UPDATE

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In 2023 we initiated a software update, replacing 5 old versions of software with one new program that includes gas management, gas billing, financial management, inventory, and work order management.

The new software includes a customer portal feature.



# OPERATIONS SUMMARY

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## CHALLENGES

- Another very busy construction year
- Inventory/Supply Chain & Inflation Issues
- Preparing for Growth
- New software implementation
- Property Access continues to be a big issue



# OPERATIONS SUMMARY

## SUCCESSSES

- Staff dedication and loyalty throughout changes and challenges.
- Completed a busy construction season with the hard work of all staff, operations and administration.
  - 125 total construction projects/installations
  - 15 hit line responses
  - 7.4 km of main installations



# OUR MOST IMPORTANT ASSET

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## OUR STAFF!

*ALL OF OUR STAFF PROVIDE  
THE CO-OP 'DIFFERENCE'  
AND ARE PROUD TO DO SO.*



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# ELECTION OF DIRECTORS

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Ed Zwambag,  
Election  
Committee



# ELECTION OF DIRECTORS

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Total number of Director positions: 9

- Three (3)– three (3) year terms expiring in 2024
- One (1) – one (1) year term due to resignation
- Resulting in four (4) vacant positions up for election

Candidates who have submitted nomination packages:

- Scott Grattidge – incumbent
- Rick Hoogenboom
- Rick Murray
- Carol Rokos - incumbent
- Kendall Waiting

# ELECTION OF DIRECTORS



Each member in good standing receives one voting card, regardless of the number of contracts held.



# QUESTION PERIOD

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Questions from the membership?

# THANK YOU



## CLGC



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[www.clgas.ca](http://www.clgas.ca)



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