

**BURRITTS RAPIDS RENEWABLE ENERGY ASSOCIATION (BRREA)
WORKING NOTES from BOARD MEETING (#39)**

**Thursday, November 14, 2013. 7:30 - 10:00pm
Burritts Rapids Community Hall**

MINUTES

Present: Bob Gaudette(Chair & Treasurer), Patrick Gonneau, Muffy Koch (Secretary), Mary Hegan

Apologies: David Simpson and Cameron Duff

Absent: Michael Harrington

Item	Action
1 Welcome The Chair welcomed the members and noted apologies.	
2 Approval of previous minutes The minutes from the meeting on 3 rd October 2013 (#38) were reviewed and approved as written. They will be posted on the website.	Muffy
3 Treasurer's Report The bank statement and financial report were presented and accepted.	
4 Director Updates	
a. HST. The HST process centre was contacted. The Directors list has been updated. The refund has been approved. It will be issued when the 2011 and 2012 T2 short forms have been completed and returned. The Treasurer will complete the forms and submit them.	Bob Bob
b. FIT. The FIT refund was deposited into the bank account. The Treasurer contacted GCFDC who indicated that BRREA can use the funding as deemed fit by the Board. The Treasurer will copy this response to the Board members and it will be kept on file.	
c. Communication Note. This draft was not received. The Secretary will draft an update and send it to the Treasurer for input before 18 th Nov. This needs to be ready before the BRCA AGM next Thursday, 21 st Nov. It will be emailed to members and interested people and posted on the website.	Muffy, Bob Muffy
d. Partnering with Developers: A developer has indicated that their MOU is still open for discussion. BRREA agreed that Genivar can release BRREA contact details to a party interested in talking to us about their technology. The Secretary will resend the draft notes on BRREA's needs w.r.t. a partnership. The board will review these and discuss how to proceed. Contact details of additional board members will be given to developers for ongoing discussions.	Muffy, All
e. Grid Connection. Capacity has been confirmed and will be reflected on tables used by OPA. If BRREA reappplies for FIT this condition will be met. The OPA price for hydroelectricity is currently 14.8 cents/kWh without the adder.	Patrick
f. Carleton University Seminar. BRREA was given feedback on the seminar. There are three areas where BRREA might get assistance. An Assistant Prof of Geography is able to allocate small pieces of research to students, e.g., how were all the very low head hydro projects in the EU financed and implemented? The Sustainable and Renewable Engineering Student Society are interested in small hydro and run about 9 projects per year, employing students from all the required fields of expertise. BRREA must clarify what they would want out of research or consultancy before hosting detailed discussions on collaborations. Mary will lead relationship building and planning with Carleton University and explore with the faculty and student societies potential partnerships for financial planning.	Mary
g. Use of Available Funds. BRREA will pay outstanding liabilities from funds received. The process for these payments is detailed in the notes held by the Treasurer. The Treasurer will	Bob

- provide the Secretary with a spreadsheet of the loans made to BRREA. **Motion passed:** The Board agrees that once the HST refund is received the money will be used to repay the HST loans proportionally. Bob
- h. **Liability insurance.** The insurance agent will be advised that BRREA will let the liability insurance lapse until we begin to work on partnerships, business arrangements, etc. Mary
- i. **Community Association AGM.** This will be held in the hall on Thursday, 21st Nov. at 7pm. Muffy, Mary and Mary will be there. Mary
- 5 **Next Steps**
The Treasurer leaves Canada on 18th Nov. Banking documents were handed over to the Secretary who takes the Chair until the AGM. Muffy
- BRREA's next steps:** BRREA needs to move ahead on three fronts: talk to universities – looking for potential, eg financial viability; testing new turbines (Mary); discussions with companies (who will lead this?); discussions with municipalities (who will lead this?) regarding current opportunities for cheap capital. The Treasurer will work with the three areas and outline them. Mary Who? Bob
- 6 **Other**
Board members: Patrick is stepping down from BRCA and BRREA. He will stay on the BRREA board until the AGM. Please consider people for new board members in 2014. All
Ontario Water Power Association notes in their newsletter that more than 150 dams have been identified for refit for small hydro, which they describe as “the original community power”. BRREA should consider contracting outside help to develop a partnership package for the Burritts Rapids site.
- 7 **Next Meeting.** The next meeting will be on Thursday, Jan 9th at 7 pm in the hall or at a home. All
- 8 Meeting closed at 10pm