

AGENDA Regular Meeting
CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES
Held at the Cherry Creek Waterworks District Boardroom on Wednesday April 21, 2021

1. **PRESENT:** Chair Vida Jackway, Vice Chair Dana Forrester, Secretary Charlaine Lacroix, Trustee Anton Haffner, Fire Chief Lucas Banton, Wes Kovacs
2. **Call to Order: 4:40pm**
3. **Late items:**
 - a) Meeting time change from 4:30pm to 5:00pm
 - b) Board and staff to review and sign the CCWW Harassment Policy

4. ADOPTION OF AGENDA

Motion:

“THAT the Board of Trustees adopt the April 21, 2021 regular monthly meeting Agenda, including late items, as presented”

Moved: Vice Chair Dana Forrester

Seconded: Secretary Charlaine Lacroix Carried

5. Adoption of Minutes

Motion:

“THAT the Board of Trustees adopt the March 17, 2021 Regular Meeting minutes as presented”

Moved: Secretary Charlaine Lacroix

Seconded: Vice Chair Dana Forrester Carried

6. Delegates:

- **5:00pm Jenny Wallman**

Mrs. Wallman acknowledged that there is nothing in CCWWD Bylaws that specifically outlines the requirement for a Legal Register Easement, however the Board may refuse water service as they see fit. Mrs. Wallman proposed and provided a sample lease between the Wallman’s and Keith Young for the Board to review. The Board agreed they will review the letter and decide if this can be accepted in lieu of a Legal Easement given the circumstances.

- **5:30pm McGill & Associates, Mike Lange**

It was decided that Mike Lange may reach out to Lucas Banton or Wes Kovacs regarding the delineation of work required as it arises. Discussion regarding the need for BC Hydro to be able to take ownership of the power lines in their entirety to the Treatment Plant site. Mike Lange proposed it is time to meet with Dennis, his engineer, a BC hydro representative, and The Board. A meeting will be scheduled for the month of May.

7. Reports

Reporting of Finances (March 18 – April 21, 2021)

Motion:

“THAT the Board of Trustees accept and approved the following”

- Reporting of Finances, as presented
- Water Board Accounts to be paid, as presented and accounts that have been paid since March 18, 2021
- Fire Department Accounts to be paid, as presented, and accounts that have been paid since March 18, 2021

Moved: Vice Chair Dana Forrester

Seconded: Trustee Anton Haffner

Carried

Report – Joe Woolls, Island Flow Water Solutions Ltd. Re: March 2021 Maintenance.

Motion:

“THAT the Board of Trustees accept Island Flow Control Water Solutions Ltd. March 2021 Maintenance Report, as presented”

Moved: Vice Chair Dana Forrester

Seconded: Secretary Charlene Lacroix

Carried

Report – Fire Chief report – Lucas Banton

Motion:

“THAT the Board of Trustees accept the Fire Chief Report for April 2021, as presented”

Moved: Secretary Charlene Lacroix

Seconded: Trustee Anton Haffner

Carried

Report – Waterboard Maintenance Report – Wes Kovacs

Motion:

“THAT the Board of Trustees accept the Waterboard Maintenance Report from March 18 – April 21, 2021 as presented”

Moved: Trustee Anton Haffner

Seconded: Secretary Charlene Lacroix

Carried

8. Water Board Correspondence:

- a) Continuation of Water – 3
- b) New Water Connections - 0
- c) BC One Call – 15

“THAT the Board of Trustees accept the Water Board correspondence a-c as presented”

Moved: Chair Vida Jackway

Seconded: Vice Chair Dana Forrester

Carried

9. New Business

- a) Hub Financial Benefits

It appears there may have been some additions to the fee's associated with managing employee's benefits. Lucas and Wes will review and discuss with Hub Financial.

- b) New Computer for front office

The Board agreed the budget already stand for office upgrades and the office is to purchase what is required.

- c) Bookkeeper Position

Kate Messenger has accepted the part time job offer for the Bookkeeper position.

Motion:

“THAT the Board of Trustees agree to hire Kate Messenger as Bookkeeper for CCWWD in a part time position at the rate of \$25/hr”

Moved: Chair Vida Jackway

Seconded: Vice Chair Dana Forrester

Carried

10. Old Business

- a) Office Renovations – on hold
- b) Trustee Elections – April 28, 2021
- c) Meeting with Mosaic

Motion:

“THAT the Board of Trustees adjourn the April 21, 2021 meeting at 6:10pm”

Moved: Chair Vida Jackway

Seconded: Vice Chair Dana Forrester

Carried


Chair Vida Jackway


Wes Kovacs