

CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES

MINUTES

Held at the CCWWD Boardroom on December 11, 2024

Present	Chair Dana Forrester, Vice Chair Jennifer Smith, Secretary Wendy Johnston, Trustee Robert Babych, Trustee Wayne Smith, Wes Kovacs, Lucas Banton, Kate Messenger	
Regrets		
1	CALL TO ORDER: 9:21am	
2	LATE ITEMS	
3	ADOPTION OF AGENDA	
	MOTION: "That the Agenda, including late items, is adopted by the Board of Trustees, as presented."	
	Moved	Dana Forrester
	Seconded	Robert Babych
	CARRIED	
4	ADOPTION OF MINUTES	
	November 20, 2024	Minutes of the Regular Meeting of the Board of Trustees
	MOTION: "That the Board of Trustees adopt the November 20, 2024 minutes as presented."	
	Moved	Wendy Johnston
	Seconded	Jennifer Smith
	CARRIED	
5	REPORTS	
	R-1	Joe Woolls, Island Flow Control Water Solutions Ltd – October 2024 Report
	MOTION: "That the Board of Trustees accept Island Flow Control Water Solutions Ltd.'s October 2024 maintenance report, as presented." – no report	

	R-2	Reporting of Finances: Financial Reports for the period ending November 30, 2024					
	<p>“That the Board of Trustees accept and approve the following:</p> <ul style="list-style-type: none"> i) Reporting of Financial Statements, as presented. ii) Water Board Accounts to be paid as presented and accounts that have been paid since November 30, 2024; and iii) Fire Department Accounts to be paid as presented and accounts that have been paid since November 30, 2024.” – no financials reported 						
	R-3	Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report					
	<p>MOTION:</p> <p>“THAT the Board of Trustees accept the Fire Chiefs Report for November 2024 as presented.”</p> <table border="1"> <tr> <td>Moved</td> <td>Dana Forrester</td> </tr> <tr> <td>Seconded</td> <td>Wayne Smith</td> </tr> </table> <p>CARRIED</p>			Moved	Dana Forrester	Seconded	Wayne Smith
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Seconded	Wayne Smith						
	R-4	Water Service Report, Wes Kovacs					
	<ul style="list-style-type: none"> - Paperless Billing Discussion – to contact AMAIS to discuss options <p>MOTION:</p> <p>“That the Board of Trustees direct the office staff to look into e-billing for quarterly water and parcel taxes.”</p> <p>Moved: Dana Forrester Seconded: Wayne Smith CARRIED</p> <ul style="list-style-type: none"> - Watermain Replacement – will make decision at January’s meeting <p>MOTION:</p> <p>“THAT the Board of Trustees accept the Waterworks Report for November 2024 as presented.”</p> <table border="1"> <tr> <td>Moved</td> <td>Dana Forrester</td> </tr> <tr> <td>Seconded</td> <td>Robert Babych</td> </tr> </table> <p>CARRIED</p>			Moved	Dana Forrester	Seconded	Robert Babych
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Seconded	Robert Babych						
6	WATER BOARD & FIRE DEPT CORRESPONDENCE						
	C-1	Continuations of Water	1				
	C-2	New Water Connections	0				
	C-3	BC One Calls	3				
	<p>MOTION:</p> <p>“THAT the Board of Trustees accept the Water Board correspondence as presented.”</p>						

	Moved	Robert Babych
	Seconded	Jennifer Smith
	CARRIED	
7 NEW BUSINESS		
	N-1	<p>Sub-Committee Presentation</p> <p>MOTION: “That the Board of Trustees approve the formation of the following 2 sub-committees: 1. Investigate alternate funding avenues for Cherry Creek Waterworks District. 2. Investigate Power Generation.”</p> <p>Moved: Jennifer Smith Seconded: Dana Forrester</p> <p>In favor: Jennifer Smith, Dana Forrester, Robert Babych, Wendy Johnston Not in favor: Wayne Smith</p> <p>CARRIED</p> <p>MOTION: “That the Board of Trustees put forth a motion to amend above motion to add 3rd committee to investigate opportunities to work with neighboring area.”</p> <p>Moved: Wayne Smith Seconded: Robert Babych</p> <p>In favor: Wayne Smith, Wendy Johnston, Robert Babych Not in favor: Dana Forrester, Jennifer Smith</p> <p>CARRIED</p> <p>MOTION: “That the Board of Trustees direct staff to create Terms of Reference for the new sub-committees.”</p> <p>Moved: Wayne Smith Seconded: Jennifer Smith CARRIED</p>
	N-2	<p>Leak Adjustment - Jen and Owen Smith</p> <p>MOTION:</p>

“That the Board of Trustees approve the leak forgiveness for 3240 Clayton Rd as presented.”

Moved: Dana Forrester
 Seconded: Wendy Johnston
 CARRIED

8 OLD BUSINESS

O-1 Fire Hall Construction

- Tenders currently in progress:
 - o Steel Building: closing Dec 10th
 - Awarding of bid on the 12th

Financing

- Temporary Borrowing bylaw has been approved by the inspector (Attached)

O-2 4-3-2-1 Treatment

SRW revision

- Mosaic to review before end of year

Building

- Kick off meeting with professionals in December
- Golder finalized building layout

Correspondence included

O-3 Conversion Investigation



- See N-1

9 ADJOURNMENT

MOTION:
 “That the Board of Trustees adjourn the December 11, 2024 Regular Meeting at 12:07pm

Moved	Dana Forrester
Seconded	Robert Babych

CARRIED

	
Chair	Administrator