

MINUTES Regular Meeting
CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES
Held at the Cherry Creek Waterworks District Boardroom on Wednesday February 24, 2021

1. **PRESENT:** Vice Chair Vida Jackway, Trustee Anton Haffner, Trustee Dana Forrester, Operations Administrator Vivian Fewer, Fire Chief Lucas Banton, Maintenance Wes Kovacs
2. **Regrets:** Chair Paige Hill
3. **Call to Order:** 4:33 pm
4. **Late items:** Credit Card for Water Board and Day to Day Banking

Motion:

“THAT the Board of Trustees accept Vida Jackway as the Chair for the February 24, 2021 Meeting”

Moved: Trustee Forrester

Seconded: Trustee Haffner

Carried

5. ADOPTION OF AGENDA

Motion:

“THAT the Board of Trustees adopt the February 24, 2021 regular monthly meeting Agenda, including late items, as presented”

Moved: Vice Chair Jackway

Seconded: Trustee Forrester

Carried

6. Adoption of Minutes

Motion:

“THAT the Board of Trustees adopt the January 20, 2021 Regular Meeting minutes as presented”

Moved: Vice Chair Jackway

Seconded: Trustee Lacroix

Carried

7. **Delegates:** MNP – Cory Vanderhorst and Louise Blomer (Financial Statements for 2020 Audit)
 - **MNP presented the draft Financial Statements for 2020 Audit**

Motion:

“That the Board of Trustees accept and approve the 2020 Draft Financial Statement as presented”

Moved: Vice Chair Jackway

Seconded: Trustee Forrester

Carried:

8. Reports

Reporting of Finances (January 20 to February 24, 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 January 20, 2021

- Fire Department Accounts to be paid, as presented, and accounts that have been paid since January 20, 2021

Moved: Vice Chair Jackway
 Seconded: Trustee Forrester Carried

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

Motion:

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

Moved: Vice Chair Vida Jackway
 Seconded: Trustee Haffner Carried

Report – Fire Chief report – Lucas Banton

Motion:

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

Moved: Vice Chair Vida Jackway
 Seconded: Trustee Lacroix Carried

Motion:

“THAT the Board of Trustees approve a boot allowance of \$150.00 for the Fire Fighters who qualify”

Moved: Vice Chair Jackway
 Seconded: Trustee Lacroix Carried

Motion:

“THAT the Board of Trustees approve a pants allowance of \$55.00 for the Fire Fighters who qualify”

Moved: Vice Chair Jackway
 Seconded: Trustee Lacroix Carried

Report – Waterboard Maintenance Report – Wes Kovacs

Motion:

“THAT the Board of Trustees accept the Waterboard Maintenance Report from January 21 to February 24, 2021 as presented”

Moved: Vice Chair Jackway
 Seconded: Trustee Lacroix Carried

9. Water Board Correspondence:

- a) Continuation of Water – three
- b) New Water Connections - None
- c) BC One Call – 5

Motion:

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

Moved: Vice Chair Jackway

Seconded: Trustee Forrester

Carried

10. New Business including late items

- a) Court of Revision – Assessment Notice 2021
 - Administrator advised Trustees of the timeline for mailing out assessment notice and that with the COVID 19 situation it will be necessary to advise on the assessment notice that the Court of Revision will be conducted by telephone on April 22, 2021.
- b) Meeting with Mosaic - Vivian provided the details of the meeting held with Mosaic on February 16, 2021. There will be a meeting set up with Mosaic soon to discuss the Land Lease for New Treatment Plant
- c) AGM – April 28, 2021
- d) Appoint Returning Office
- e) Water Board Visa and Day to Day Banking – Vivian will be contracted by the Bank of Nova Scotia regarding paperwork for the VISA and to provide details regarding Day to Day banking

Motion:

“THAT the Board of Trustees approve a VISA with a limit of \$5000.00 for the Water Board”

Moved: Vice Chair Jackway

Seconded: Trustee Forrester

Carried

Motion:

“THAT the Board of Trustees agree that the 2021 Annual General Meeting be held on Wednesday April 28, 2021 at the Cherry Creek Community Hall”

Moved: Vice Chair Jackway

Seconded: Trustee Haffner

Carried

Motion:

“THAT the Board of Trustees appoint Vivian Fewer as the Returning Officer for the 2021 Annual General Meeting”

Moved: Vice Chair Jackway

Seconded: Trustee Forrester

Carried

11. Old Business

- a) Parcel Tax and Water tolls bylaws – Approved by Ministry for 2021
- b) AMAIS – everyone has been invoiced for October to December 2020 water tolls
- c) Office Renovations – on hold

Motion:

“THAT the Board of Trustees adjourn the February 24, 2021 meeting at 7:15 pm”

Moved: Vice Chair Jackway

Seconded: Trustee Haffner

Carried



Chair Paige Hill



Operations Administrator Vivian Fewer