

**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**MINUTES**

**held at the Cherry Creek Waterworks District Boardroom  
Wednesday, January 24<sup>th</sup>, 2023**

**Present**

**Chair Dana Forrester, Vice Chair Jennifer Smith, Secretary Wendy Johnston,  
Trustee Robert Babych, Trustee Wayne Smith, Wes Kovacs, Lucas Banton**

**Regrets**

**1 CALL TO ORDER: 9:17am**

**2 LATE ITEMS**

**3 ADOPTION OF AGENDA**

**MOTION:**

**“That the Agenda, including late items, is adopted by the Board of Trustees, as presented.”**

**Moved Jennifer Smith**

**Seconded Wayne Smith**

**CARRIED**

**4 ADOPTION OF MINUTES**

**December 20, 2023**

**Minutes of the Regular Meeting of the Board of Trustees**

**MOTION:**

**“That the Board of Trustees adopt the December 20, 2023 Regular Meeting minutes, as presented.”**

**Moved Dana Forrester**

**Seconded Wendy Johnson**

**CARRIED**

**5 REPORTS**

**R-1 Joe Woolls, Island Flow Control Water Solutions Ltd – December 2023 Report**

**MOTION:**

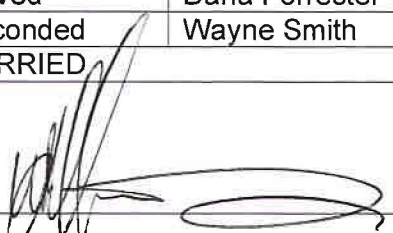

**“That the Board of Trustees accept Island Flow Control Water Solutions Ltd.’s December 2023 maintenance report, as presented.”**

**Moved Dana Forrester**

**Seconded Robert Babych**

**CARRIED**

	<b>R-2</b>	<b>Reporting of Finances: Financial Reports for the period ending December 31, 2023</b>	
		Reporting of Finances delayed due to Amaise 2024 'rollover' issue, awaiting software solution.	
	<b>R-3</b>	<b>Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report</b>	
		<ul style="list-style-type: none"> <li>- Changes to the AMA agreement have created some nuisance calls within the city, we will need to review the subject with valley chiefs.</li> </ul>	
		MOTION:	
		"THAT the Board of Trustees accept the Fire Chief monthly Report for December 2023 as presented."	
		Moved	Robert Babych
		Seconded	Wayne Smith
		CARRIED	
	<b>R-4</b>	<b>Overall Report, Wes Kovacs CCWW</b>	
		<ul style="list-style-type: none"> <li>- The plan for AGM will be business as usual, hopefully the consultants will be able to meet that timeline</li> </ul>	
		MOTION:	
		"THAT the Board of Trustees accept the Waterboard Overall Report for November 2023 as presented."	
		Moved	Jennifer Smith
		Seconded	Robert Babych
		CARRIED	
<b>6</b>	<b>WATER BOARD &amp; FIRE DEPT CORRESPONDENCE</b>		
	<b>C-1</b>	<b>Continuations of Water</b>	<b>1</b>
	<b>C-2</b>	<b>New Water Connections</b>	<b>0</b>
	<b>C-3</b>	<b>BC One Calls</b>	<b>5</b>
	<b>C-4</b>	<b>Conversion</b>	<b>Email/Startup meeting notes</b>
	<b>C-5</b>	<b>Conversion</b>	<b>Site visit request</b>
	<b>C-6</b>	<b>Firehall</b>	<b>ACRD Funding correspondence</b>
	<b>C-7</b>	<b>Firehall</b>	<b>Building permit correspondence</b>
		MOTION:	
		"THAT the Board of Trustees accept the Water Board correspondence as presented."	
		Moved	Jennifer Smith
		Seconded	Wayne Smith
		CARRIED	

<b>7</b>		<b>NEW BUSINESS</b>
	<b>N-1</b>	2024 CCWWD Budget – DRAFT in progress for discussion - Overall increase to be raised to 4% overall
	<b>N-2</b>	ACRD Purchasing Policy - When using grant monies awarded to Cherry Creek, we are required to meet the requirements laid out in the ACRD Purchasing policy, we propose to adopt their policy to avoid the need to issue our own purchasing policy for grant monies. - <b>MOTION:</b> “THAT the Board of Trustees agree to adopt the current ACRD purchasing policy when using funds awarded from municipal, provincial, or federal sources. This does not apply to purchases made using only Cherry Creek Improvement District funding.” Move: Jennifer Smith Seconded: Wayne Smith CARRIED
	<b>N-3</b>	Reminder about Mike Sparrows town hall meeting on February 11 <sup>th</sup> .
<b>8</b>		<b>OLD BUSINESS</b>
	<b>O-1</b>	<b>Fire Hall Construction</b> o Looking into Line of Credit with Scotiabank and The Credit Union o Province looking at Internal Borrowing
	<b>O-2</b>	<b>4-3-2-1 Treatment</b> - Design and Environmental Proposals sent in o Will be requesting additional Electrical Proposals o Included in Correspondence
	<b>O-3</b>	<b>Conversion Investigation</b> - Meeting with ACRD, Dan, and Urban Systems November 9 <sup>th</sup> o Introduction meeting and project Agenda
<b>9</b>		<b>ADJOURNMENT</b>
	MOTION: “That the Board of Trustees adjourn the January 24 <sup>th</sup> , Regular Meeting at 10:44am.”	
	Moved	Dana Forrester
	Seconded	Wayne Smith
	CARRIED	
		
Administrator		Chair