

**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**MINUTES**

Held at the CCWWD Boardroom on the first Wednesday of the calendar month  
October 2, 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: 9:26am**

**2**

**LATE ITEMS**

**ADOPTION OF AGENDA**

**MOTION:**

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

Moved Dana Forrester

Seconded Jennifer Smith

CARRIED

**3**

**ADOPTION OF MINUTES**

September 18, 2024 Minutes of the Regular Meeting of the Board of Trustees

**MOTION:**

"That the Board of Trustees adopt the September 18, 2024 minutes as presented."

Moved Wayne Smith

Seconded Jennifer Smith

CARRIED

**4**

**DELEGATION**

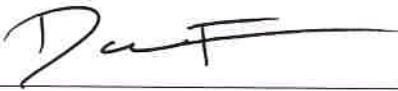
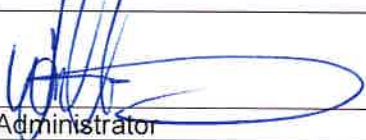
Area "F" Director Mike Sparrow and Teri Fong

- Mike Sparrow – wanted to clarify why he sent the letter September 3, 2024 – he was referring to Provincial money, not Federal money.
- Jennifer Smith – Would you like us to add the word Provincial to the previous statement from June 19, 2024?
- Mike Sparrow – Yes, then it would be a legal statement.
- Dana Forrester – In the future, we would like you to bring up any issues you have directly with us. We have no bad blood and could have avoided this whole scenario.

<b>5</b>	<b>CORRESPONDENCE</b>		
	<b>Fire Department</b>	<b>C-1</b>	Truck Update: Inspection <ul style="list-style-type: none"> <li>• Lucas and Shane in Manitoba inspecting new truck</li> </ul>
		<b>C-2</b>	Septic Filing <ul style="list-style-type: none"> <li>• Awaiting VIHA approval</li> <li>• ACRD to waive building permit fee</li> </ul>
		<b>C-3</b>	Financing Update <ul style="list-style-type: none"> <li>• Waiting for bank. Last week Lucas called Jess to provide information/ clarification on her email questions.</li> </ul>
	<b>Water Service</b>	<b>C-5</b>	
	MOTION: "THAT the Board of Trustees accept the Water Board correspondence as presented."		
	Moved	Dana Forrester	
	Seconded	Jennifer Smith	
	CARRIED		
<b>6</b>	<b>NEW BUSINESS</b>		
	<b>N-1</b>	Account in Arrears Proposal  <b>MOTION:</b> "To close the meeting to the public in accordance with Section 90.(1)(j) of the Community Charter at 10:21am." Moved: Dana Forrester Seconded: Robert Babych CARRIED  <b>MOTION:</b> "To reopen the meeting to the public at 10:34am." Moved: Dana Forrester Seconded: Robert Babych CARRIED	
<b>7</b>	<b>OLD BUSINESS</b>		
	<b>O-1</b>	<b>Fire Hall Construction</b> <ul style="list-style-type: none"> <li>- Tender progress: <ul style="list-style-type: none"> <li>o Foundation – Awarded to Diewold</li> <li>o Building – Awaiting McGill input, Lucas requested update</li> <li>o Plumbing – Awarded to McLean and Higgins</li> <li>o Electrical – Open, Closing Oct 14<sup>th</sup></li> </ul> </li> </ul>	

	O-2	<b>4-3-2-1 Treatment</b> <ul style="list-style-type: none"> <li>- Building Meeting Aug 28<sup>th</sup> with McGill/WSP/Architect <ul style="list-style-type: none"> <li>o Moving forward with Steel manufactured</li> <li>o WSP to finalize building layout</li> <li>o Follow up meeting September 17<sup>th</sup> Notes attached</li> </ul> </li> </ul>
	O-3	<b>Conversion Investigation</b> <ul style="list-style-type: none"> <li>- Conversion Final Report <ul style="list-style-type: none"> <li>o Final Public Presentation: November 6<sup>th</sup> 6-6:30</li> <li>o Will formally invite ACRD and Director Sparrow</li> <li>o Plan to advertise on Sandwich boards, AV News, 93.3 FM, ACRD Let's Connect, Cherry Creek Newsletter and Cherry Creek website</li> <li>o Staff to research probability of having referendum in January</li> </ul> </li> </ul>
	O-4	<b>Fire Department Budget and Bylaw approval</b> MOTION: "That the Board of Trustees accept the 2025 Fire Department Budget, as presented, and submit for requisition via the <i>Fire Taxation Bylaw 2025 – 310.</i> " Moved: Jennifer Smith Seconded: Dana Forrester CARRIED

<b>8</b>	<b>ADJOURNMENT</b>	
	MOTION: " That the Board of Trustees adjourn the October 2, 2024 Meeting at 10:49am."	
	Moved	Dana Forrester
	Seconded	Wayne Smith
	CARRIED	

	
Chair	Administrator