

**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**Minutes**

**held at the Cherry Creek Waterworks District Boardroom  
Wednesday, August 21, 2024**

**Present**

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

**Regrets**

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

**2 LATE ITEMS**

**ADOPTION OF AGENDA**

MOTION:

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

Moved Wayne Smith

Seconded Wendy Johnston

CARRIED

**3 ADOPTION OF MINUTES**

August 7, 2024

Minutes of the Regular Meeting of the Board of Trustees

MOTION:

“That the Board of Trustees adopt the August 7, 2024 minutes as presented.”

Moved Wendy Johnston

Seconded Wayne Smith

CARRIED

**4 REPORTS**


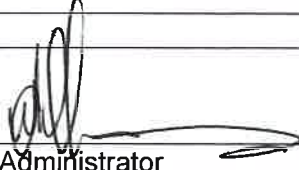
**R-1**

**Joe Woolls, Island Flow Control Water Solutions Ltd – June 2024 Report**

- Dana – Did Joe comment on Boil Water Advisory cause?
  - Wes – Could have been 2 things: 1) Main break could have agitated the water sample sent to VIHA. 2) The CL2 pump was slowing down and coupled with the increased turbidity, caused the poor sample. We replaced pump with our back-up and will have to buy a new one.
- Dana - Does Joe do work on Becker?
- Wes – Yes, it should coincide with watermain replacement, but we do not have a date on it yet.

MOTION: "That the Board of Trustees accept Island Flow Control Water Solutions Ltd.'s June 2024 maintenance report, as presented."	
Moved	Wayne Smith
Seconded	Wendy Johnston
CARRIED	
<b>R-2</b>	<b>Reporting of Finances: Financial Reports for the period ending July 31, 2024</b>
<p>"That the Board of Trustees accept and approve the following:</p> <ul style="list-style-type: none"> <li>i) Reporting of Financial Statements, as presented.</li> <li>ii) Water Board Accounts to be paid as presented and accounts that have been paid since July 31, 2024; and</li> <li>iii) Fire Department Accounts to be paid as presented and accounts that have been paid since July 31, 2024."</li> </ul> <ul style="list-style-type: none"> <li>• Office staff to draft two new policies regarding Water Disconnection for unpaid accounts. The board will review and vote on policies at September 4, 2024 meeting.</li> </ul>	
Moved	Jennifer Smith
Seconded	Dana Forrester
CARRIED	
<b>R-3</b>	<b>Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report</b>
<p>Verbal</p> <ul style="list-style-type: none"> <li>• New Scott packs are in.</li> <li>• Firehall at Somass Mill, they lost a building. It is being investigated</li> <li>• In 2025 it will become mandatory for departments to do inspections. Will need to add it to budget (approx. \$15k, will check with ACRD).</li> <li>• Budget is almost ready and will be ready to be presented at September regular meeting.</li> <li>• Call volume is steady – more structure related and a few MVIs</li> </ul> <p>MOTION: "THAT the Board of Trustees accept the Fire Department for August 2024 as presented."</p>	
Moved	Wendy Johnston
Seconded	Wayne Smith
CARRIED	
<b>R-4</b>	<b>Overall Report, Wes Kovacs CCWW</b>
<p>Wes is to install 4 new water meters starting Friday, August 23, 2024.</p> <p>MOTION: "THAT the Board of Trustees accept the Waterboard Overall Report for July 2024 as presented."</p>	
Moved	Dana Forrester
Seconded	Wendy Johnston
CARRIED	

<b>5</b>	<b>WATER BOARD &amp; FIRE DEPT CORRESPONDENCE</b>		
	<b>C-1</b>	<b>Continuations of Water</b>	<b>6</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>
	MOTION: "THAT the Board of Trustees accept the Water Board correspondence as presented."		
	Moved	Jennifer Smith	
	Seconded	Dana Forrester	
	CARRIED		
<b>6</b>	<b>NEW BUSINESS</b>		
	<b>N-1</b>	Leak Forgiveness	
		MOTION: "THAT the Board of Trustees approve the Leak Forgiveness for 6284 Cherry Creek Rd. as presented." Moved: Dana Forrester Seconded: Jennifer Smith CARRIED	
<b>7</b>	<b>OLD BUSINESS</b>		
	<b>O-1</b>	<b>Fire Hall Construction</b> <ul style="list-style-type: none"> <li>- Tenders currently in progress: <ul style="list-style-type: none"> <li>o Foundation – Released Aug 15<sup>th</sup></li> <li>o Building – Awaiting McGill scope update</li> <li>o McGill registered us with BC Bids to post on site</li> <li>o Plumbing – Notes from engineer: scope should direct to plans, will get ready to tender</li> <li>o Electrical – Meeting with engineers to take place. Plan to ask about lighting.</li> </ul> </li> <li>- Building permit – awaiting septic from Dennis</li> </ul> <b>Financing</b> <ul style="list-style-type: none"> <li>- Appraisal attached</li> </ul>	

	O-2	<p><b>4-3-2-1 Treatment</b></p> <p><b>SRW revision</b></p> <ul style="list-style-type: none"> <li>- Proposed SRW will be sent to the board once lawyer is complete</li> </ul> <p><b>Building</b></p> <ul style="list-style-type: none"> <li>- Meeting with Architect took place Aug 15<sup>th</sup>: decided to move forward with steel manufactured <ul style="list-style-type: none"> <li>o Notes Included</li> </ul> </li> <li>- Meeting with architect and WSP/Golder Aug 27<sup>th</sup> to finalize interior layout</li> </ul>
	O-3	<p><b>Conversion Investigation</b></p> <ul style="list-style-type: none"> <li>- Tentative presentation in October</li> </ul>
8	<b>ADJOURNMENT</b>	
	<p>MOTION:</p> <p>"That the Board of Trustees adjourn the August 21, 2024 Regular Meeting at 10:52am."</p>	
	Moved	Wayne Smith
	Seconded	Wendy Johnston
	CARRIED	
Chair	 	
	Administrator	