

CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES


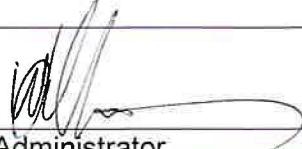
Minutes

**Held at the CCWWD Boardroom on the first Wednesday of the calendar month
September 4, 2024**

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: 9:16am	
2	LATE ITEMS	
	Late Item #1 – Letter from Mike Sparrow	
	<ul style="list-style-type: none">• Mike sent a letter pertaining to the minutes from the June 19, 2024 Board Meeting.	
	MOTION:	
	“To close the meeting, is adopted by the Board of Trustees, as presented at 9:18am.”	
	Moved	Dana Forrester
	Seconded	Jennifer Smith
	CARRIED	
	MOTION:	
	“To reopen the meeting, is adopted by the Board of Trustees, as presented at 10:06am.”	
	Moved	Jennifer Smith
	Seconded	Wendy Johnston
	CARRIED	
	Late Item #2 – Request from Cherry Creek Community Hall re: Fireworks	
	<ul style="list-style-type: none">• Historically the Community Hall has put on a Halloween party for the community including a bonfire, hotdogs, hot chocolate, candy and fireworks. The hall is not doing well financially so they are asking if the Improvement District would like to cover the cost of the fireworks.	
	MOTION:	
	“For the Fire Department and the Waterboard to split the cost of \$1200 annually to put towards the Fireworks show.”	
	Moved	Jennifer Smith
	Seconded	Wayne Smith
	CARRIED	
	Late Item # 3 – Leak Forgiveness: 3833 Moore Rd. Griffith	
	<ul style="list-style-type: none">• Property Owner submitted a Leak Forgiveness request. Overage was \$187.05.	

	MOTION: "To approve the Leak Forgiveness as per request."		
	Moved	Jennifer Smith	
	Seconded	Wendy Johnston	
	CARRIED		
	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		
	August 21, 2024	Minutes of the Regular Meeting of the Board of Trustees	
	MOTION: "That the Board of Trustees adopt the August 21, 2024 minutes as presented."		
	Moved	Jennifer Smith	
	Seconded	Wayne Smith	
	CARRIED		
5	CORRESPONDENCE		
	Fire Department	C-1	Truck Update <ul style="list-style-type: none"> • Not rear-wheel drive to keep costs down. • Presented options to membership during building process. • 5 passengers
		C-2	Septic Filing – Last item before BP <ul style="list-style-type: none"> • Dennis is working on submitting his plan to Island Health. Office supplied him with requested information concerning PID and legal description etc.
		C-3	PAFD Ladder 2 <ul style="list-style-type: none"> • Lucas to reply to Chief Owens
	Water Service	C-5	Joe to provide proposal for Moore rd replacement <ul style="list-style-type: none"> • Wes to reach out to Joe and CC Dana on email requesting proposal ASAP. • If Joe declines, there are other options.
	MOTION: "THAT the Board of Trustees accept the Water Board correspondence as presented."		
	Moved	Jennifer Smith	
	Seconded	Dana Forrester	

	CARRIED	
6	NEW BUSINESS	
	N-1	Water Disconnection Policy <ul style="list-style-type: none"> • Kate to rewrite policy and send to board via email for approval
7	OLD BUSINESS	
	O-1	Fire Hall Construction <ul style="list-style-type: none"> - Tender progress: <ul style="list-style-type: none"> ○ Foundation – Released Closing September 4th <ul style="list-style-type: none"> ▪ Received first bid today, September 4th, 2024 ○ Building – Awaiting McGill input ○ Plumbing - Released Closing September 23rd ○ Electrical – Ready to release today, September 4, 2024.
	O-2	4-3-2-1 Treatment <ul style="list-style-type: none"> - Building Meeting Aug 28th with McGill/WSP/Architect <ul style="list-style-type: none"> ○ Moving forward with Steel manufactured ○ WSP to finalize building layout ○ Follow up meeting September 10th with McGill/WSP/Architect
	O-3	Conversion Investigation <ul style="list-style-type: none"> - Conversion Final Report <ul style="list-style-type: none"> ○ Final Public Presentation: November 6th. Doors at 18:00, presentation to start 18:30. Wes will confirm with Dan.
8	ADJOURNMENT	
	MOTION: “That the Board of Trustees adjourn the September 4, 2024 Meeting at 11:17am.”	
	Moved	Dana Forrester
	Seconded	Wayne Smith
	CARRIED	

	
Chair	Administrator