

**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**MINUTES**

Held at the CCWWD Boardroom on the third Wednesday of the calendar month  
November 20, 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: 9:18am**

**2**

**LATE ITEMS**

**a. Director Mike Sparrow – Discussion regarding future grant possibilities**

**b. Leak Forgiveness – 4890 Locke Rd**

**MOTION:**

“That the Board of Trustees approve the leak forgiveness for 4890 Locke Rd as presented.”

**Moved: Dana Forrester**

**Seconded: Jennifer Smith**

**CARRIED**

**c. Leak Forgiveness – 4011 Cowley Rd**

**MOTION:**

“That the Board of Trustees approve the leak forgiveness for 4011 Cowley Rd as presented.”

**Moved: Dana Forrester**

**Seconded: Robert Babych**

**CARRIED**

**3**

**ADOPTION OF AGENDA**

**MOTION:**

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

**Moved** Wayne Smith


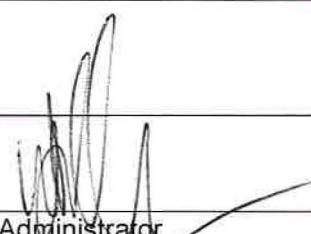
**Seconded** Robert Babych

**CARRIED**

<b>4</b>	<b>ADOPTION OF MINUTES</b>	
	November 6, 2024	Minutes of the Regular Meeting of the Board of Trustees
	MOTION: "That the Board of Trustees adopt the November 6, 2024 minutes as presented."	
	Moved	Jennifer Smith
	Seconded	Wayne Smith
	CARRIED	
<b>5</b>	<b>REPORTS</b>	
	<b>R-1</b>	<b>Joe Woolls, Island Flow Control Water Solutions Ltd – September 2024 Report</b>
	MOTION: "That the Board of Trustees accept Island Flow Control Water Solutions Ltd.'s September 2024 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 October 31, 2024</b>
	"That the Board of Trustees accept and approve the following: <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 October 31, 2024; and</li> <li>iii) Fire Department Accounts to be paid as presented and accounts that have been paid since October 31, 2024."</li> </ul>	
	Moved	Dana Forrester
	Seconded	Wayne Smith
	CARRIED	
	<b>R-3</b>	<b>Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report</b>
	<ul style="list-style-type: none"> <li>- Updates: <ul style="list-style-type: none"> <li>o Combi Tool arrived</li> <li>o Good progress on getting the truck into service</li> </ul> </li> </ul> MOTION: "THAT the Board of Trustees accept the Fire Chiefs Report for October 2024 as presented."	
	Moved	Dana Forrester
	Seconded	Wendy Johnston
	CARRIED	
	<b>R-4</b>	<b>Water Service Report, Wes Kovacs</b>

<p>MOTION:  "THAT the Board of Trustees accept the Waterworks Report for October 2024 as presented."</p>			
Moved		Wayne Smith	
Seconded		Wendy Johnston	
CARRIED			
<b>6 WATER BOARD &amp; FIRE DEPT CORRESPONDENCE</b>			
<b>C-1</b>		<b>Continuations of Water</b>	<b>3</b>
<b>C-2</b>		<b>New Water Connections</b>	
<b>C-3</b>		<b>BC One Calls</b>	<b>4</b>
<b>C-4</b>		<b>CCWWD</b>	- Mosaic Road access
<p>MOTION:  "THAT the Board of Trustees accept the Water Board correspondence as presented."</p>			
Moved		Jennifer Smith	
Seconded		Wendy Johnston	
CARRIED			
<b>7 NEW BUSINESS</b>			
<b>N-1</b>		CCFD – Fit for Service – doesn't meet criteria for policy. Department will turn it into a Code of Conduct	
<b>8 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 Steel Building: closing Dec 10th</li> </ul> </li> </ul> <b>Financing</b> <ul style="list-style-type: none"> <li>- Awaiting Inspectors review of bylaw</li> <li>- Teri satisfied with province correspondence</li> </ul>	
<b>O-2</b>		<b>4-3-2-1 Treatment</b> <b>SRW revision</b> <ul style="list-style-type: none"> <li>- Mosaic to review before end of year</li> </ul> <b>Building</b>	

		<ul style="list-style-type: none"> <li>- Kick off meeting with professionals in December</li> <li>- Golder finalized building layout</li> </ul>
	<b>O-3</b>	<b>Conversion Investigation</b> <ul style="list-style-type: none"> <li>- Meeting with Wendy Thompson Nov 18, regarding referendum</li> </ul>
	<b>O-4</b>	<b>CCFD</b> Fit for Service Code of conduct
<b>9</b>	<b>ADJOURNMENT</b>	
	MOTION: " That the Board of Trustees adjourn the November 20, 2024 Regular Meeting at 10:48am."	
	Moved	Dana Forrester
	Seconded	Jennifer Smith
	CARRIED	

	
Chair	Administrator