

**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**Minutes**

**held at the Cherry Creek Waterworks District Boardroom  
Wednesday, March 13, 2024**

<b>Present</b>	<b>Chair Dana Forrester, Vice Chair Jennifer Smith, Secretary Wendy Johnston, Trustee Robert Babych, Trustee Wayne Smith, Wes Kovacs</b>
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<b>Regrets</b>	<b>Lucas Banton</b>
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<b>1</b>	<b>CALL TO ORDER: 9:15am</b>
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<b>2</b>	<b>LATE ITEMS</b>
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**ADOPTION OF AGENDA**

MOTION:

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

Moved	Dana Forrester
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Seconded	Wayne Smith
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CARRIED

**ADOPTION OF MINUTES**

February 21, 2024	Minutes of the Regular Meeting of the Board of Trustees
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MOTION:

"That the Board of Trustees adopt the February 21, 2024 Regular Meeting minutes, as presented."

Moved	Jennifer Smith
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Seconded	Robert Babych
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CARRIED

<b>6</b>	<b>REPORTS</b>
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<b>R-1</b>	<b>Joe Woolls, Island Flow Control Water Solutions Ltd – February 2024 Report</b>
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No Report, IFC monthly report on the 3<sup>rd</sup> week of each month

<b>R-2</b>	<b>Reporting of Finances: Financial Reports for the period ending February 29, 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 February 21, 2024; and</li> <li>iii) Fire Department Accounts to be paid as presented and accounts that have been paid since February 21, 2024.”</li> </ul>		
Moved	Dana Forrester	
Seconded	Wendy Johnston	
CARRIED		
<b>R-3</b>	<b>Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report</b>	
No Report		
<b>R-4</b>	<b>Overall Report, Wes Kovacs CCWW</b>	
<p>- WorkSafe Confined Space Inspection</p> <p>MOTION:</p> <p>“THAT the Board of Trustees accept the Waterboard Overall Report for February 2024 as presented.”</p>		
Moved	Dana Forrester	
Seconded	Robert Babych	
CARRIED		
<b>7</b>	<b>WATER BOARD &amp; FIRE DEPT CORRESPONDENCE</b>	
<b>C-1</b>	<b>Continuations of Water</b>	<b>2</b>
<b>C-2</b>	<b>New Water Connections</b>	<b>0</b>
<b>C-3</b>	<b>BC One Calls</b>	<b>7</b>
<b>C-4</b>	<b>CCWW</b>	<b>Audit Update/New Requirements</b>
<b>C-5</b>	<b>Conversion Study</b>	<b>Dan Email and Operations meeting Jen Suggestion</b>
<b>C-6</b>	<b>Conversion Study</b>	<b>One Page Notification</b>
<b>C-7</b>	<b>Firehall</b>	<b>Scotia Request for Proposal</b>
<b>C-8</b>	<b>Firehall</b>	<b>Construction Manager Meeting</b>
<p>MOTION:</p> <p>“THAT the Board of Trustees accept the Water Board correspondence as presented.”</p>		
Moved	Jennifer Smith	
Seconded	Robert Babych	
CARRIED		

<b>8 NEW BUSINESS</b>	
<b>N-1</b>	<ul style="list-style-type: none"> <li>- Appointment of Returning Officer and Deputy Returning Officer</li> </ul> <p>MOTION:  "THAT the Board of Trustees appoint Wes Kovacs as Returning officer and Kate Messenger as Deputy Returning Officer for the 2024 Trustee Election."  Moved: Wayne Smith  Seconded: Dana Forrester  CARRIED</p>
<b>N-2</b>	<ul style="list-style-type: none"> <li>- WSP/Golder Change order</li> </ul> <p>MOTION:  "THAT the Board of Trustees accept the WSP/Golder Change Order -003, as presented."  Moved: Dana Forrester  Seconded Jennifer Smith  CARRIED</p>
<b>9 OLD BUSINESS</b>	
<b>O-1</b>	<b>Fire Hall Construction</b> <ul style="list-style-type: none"> <li>- Building Permit</li> <li>- Tender discussion</li> </ul>
<b>O-2</b>	<b>4-3-2-1 Treatment</b> <ul style="list-style-type: none"> <li>- Awaiting building direction report from Architect, correspondence included above <ul style="list-style-type: none"> <li>o Mike Lange has been pushing the Architect</li> </ul> </li> </ul>
<b>O-3</b>	<b>Conversion Investigation</b> <ul style="list-style-type: none"> <li>- First public consultation town hall meeting – This Thursday! <ul style="list-style-type: none"> <li>o Pre-Discussion</li> </ul> </li> </ul>
<b>10 ADJOURNMENT</b>	
MOTION: " That the Board of Trustees adjourn the March 13, 2024 Regular Meeting at 10:27am."	
Moved	Dana Forrester
Seconded	Wayne Smith
CARRIED	
	
<b>Chair</b>	<b>Administrator</b>