

**:CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES**

**MINUTES**

held at the Cherry Creek Waterworks District Boardroom  
Wednesday, May 15, 2024

<b>Present</b>	<b>Chair Dana Forrester, Vice Chair Jennifer Smith, Secretary Wendy Johnston, Trustee Wayne Smith, Wes Kovacs, Lucas Banton</b>
----------------	---

<b>Regrets</b>	<b>Trustee Robert Babych</b>
----------------	------------------------------

<b>1</b>	<b>CALL TO ORDER: 9:16am</b>
----------	------------------------------

<b>2</b>	<b>LATE ITEMS</b>	<b>Increase to First Responder Scope (Chiefs Report)</b>
----------	-------------------	--

**ADOPTION OF AGENDA**

MOTION:

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

Moved	Wayne Smith
-------	-------------

Seconded	Wendy Johnson
----------	---------------

CARRIED

<b>3</b>	<b>ADOPTION OF MINUTES</b>
----------	----------------------------

April 18, 2024	Minutes of the Annual General Meeting of the Board of Trustees
----------------	--

MOTION:

“That the Board of Trustees adopt the 2024 Annual General Meeting minutes, as presented.”

Moved	Jennifer Smith
-------	----------------

Seconded	Wayne Smith
----------	-------------

CARRIED

<b>4</b>	<b>REPORTS</b>
----------	----------------

<b>R-1</b>	<b>Joe Woolls, Island Flow Control Water Solutions Ltd – February 2024 Report</b>
------------	---

2024 – 2025 Maintenance Proposal

**MOTION:**

“THAT the Board of Trustees accept the Island Flow Control Water Solutions Ltd 2024-2025 Maintenance Contract Proposal, as presented.”


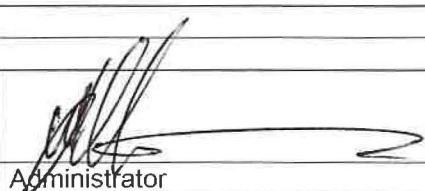
**Moved:** Jennifer Smith

**Seconded:** Dana Forrester

**CARRIED**

<b>R-2</b>	<b>Reporting of Finances: Financial Reports for the period ending April 30, 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 April 30, 2024; and</li> <li>iii) Fire Department Accounts to be paid as presented and accounts that have been paid since April 30, 2024.”</li> </ul>	
Moved	Wayne Smith
Seconded	Wendy Johnson
CARRIED	
<b>R-3</b>	<b>Chief Lucas Banton, Cherry Creek Volunteer Fire Department Re: Monthly Report</b>
<p><b>First Responder Response Level:</b></p> <ul style="list-style-type: none"> <li>- Several years ago, the department downgraded our response level to medical calls due to a lack of certified first responders to avoid burnout. At this time CCFD responds to BCEHS ‘Delayed’ only calls. Meaning if ambulance is delayed for a potential life-threatening emergency CCFD is dispatched. We have had a significant increase in the number of certified FR members in the department, these members have expressed desire to increase CCFD response level to all Purple and Red calls to further serve the community and retain their skills.  <b>MOTION:</b>  “THAT the Board of Trustees support the increase to CCFD’s medical response to include all Purple and Red level calls.”  <b>Moved:</b> Wendy Johnson  <b>Seconded:</b> Dana Forrester  <b>CARRIED</b></li> <li>- Proposal to match the ACRD per diem and incidental amounts.  <b>MOTION:</b>  “THAT the Board of Trustees agree to adopt the ACRD per diem and incidental policy.”  <b>Moved:</b> Jenifer Smith  <b>Seconded:</b> Wayne Smith  <b>CARRIED</b></li> </ul>	
<b>Old Business</b>	
<b>O-1</b>	<b>Fire Hall Construction</b>
<p><b>MOTION:</b>  “THAT the meeting be closed to the public to discuss matter relating to Section 90 (1) (K) of the Community Charter at 9:50am.”</p> <p><b>MOTION:</b>  “THAT the meeting be reopened to the public at 10:02am.”</p>	

<p><b>Motion Brought Forward from In-Camera:</b>  “THAT the Board of Trustees agree to proceed with the Fire Hall New Construction Project at this date, unanimously.”  <b>Moved:</b> Dana Forrester  <b>Seconded:</b> Jennifer Smith  <b>CARRIED</b></p>		
<p><b>MOTION:</b>  “THAT the Board of Trustees accept the Fire Chief monthly Report for February 2024 as presented.”</p>		
Moved	Dana Forrester	
Seconded	Jennifer Smith	
CARRIED		
<b>R-4</b>	<b>Overall Report, Wes Kovacs CCWW</b>	
<p><b>MOTION:</b>  “THAT the Board of Trustees accept the Waterboard Overall Report for February 2024 as presented.”</p>		
Moved	Wayne Smith	
Seconded	Jennifer Smith	
CARRIED		
<b>5</b>	<b>WATER BOARD &amp; FIRE DEPT CORRESPONDENCE</b>	
C-1	<b>Continuations of Water</b>	<b>2</b>
C-2	<b>New Water Connections</b>	<b>1 - Deluca</b>
C-3	<b>BC One Calls</b>	<b>14</b>
C-4	<b>CCWW</b>	<b>Water Supply Construction Permit</b>
C-5	<b>CCWW</b>	<b>Potential For Drought Conditions 2024</b>
C-6	<b>CCWW</b>	<b>Rain Coast Erosion Control – Hydrant use</b> - <b>Discussion:</b> Company was observed using a CCWWD Hydrant to fill their hydro seeding truck. They obtained a permit from the city of Port Alberni and was not aware of the different boundaries.
C-7	<b>Conversion Study</b>	<b>CCWW to Dan/ACRD Questions from the public</b>

MOTION: "THAT the Board of Trustees accept the Water Board correspondence as presented."	
Moved	Jennifer Smith
Seconded	Wendy Johnson
CARRIED	
<b>6</b>	<b>NEW BUSINESS</b>
	None
<b>7</b>	<b>OLD BUSINESS</b>
O-1	<b>Fire Hall Construction – Included in Fire Chiefs Report</b>
O-2	<b>4-3-2-1 Treatment</b> - Mosaic SRW: Email from Tyler outlining next steps <b>MOTION:</b> "THAT the Board of Trustees direct staff to create a draft 'SRW Revision Schedule' meeting the requirements outlined by Mosaic." <b>Moved:</b> Jennifer Smith <b>Seconded:</b> Dana Forrester <b>CARRIED</b>  <b>MOTION:</b> "THAT the Board of Trustees agree to reimburse ITPL for legal fees incurred as a result of registering the updated SRW and releasing the current, up to a total cost of \$15,000." <b>Moved:</b> Wayne Smith <b>Seconded:</b> Dana Forrester <b>CARRIED</b>
O-3	<b>Conversion Investigation</b> - Questions from the public to Dan and the ACRD
<b>8</b>	<b>ADJOURNMENT</b>
MOTION: "That the Board of Trustees adjourn the March 13, 2024 Regular Meeting at 10:55am."	
Moved	Wendy Johnson
Seconded	Wayne Smith
CARRIED	
Chair	 
	Administrator