
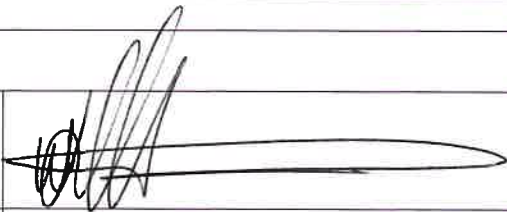


**CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES****MINUTES****Bi-Monthly meeting held at the CCWWD Boardroom on May 7, 2025**

<b>Present</b>		Chair Dana Forrester, Vice Chair Jennifer Smith, Secretary Wendy Johnston, Trustee Robert Babych, Trustee Wayne Smith, Wes Kovacs, Lucas Banton, Kate Messenger
<b>Regrets</b>		
<b>1</b>	<b>CALL TO ORDER: 9:17am</b>	
<b>2</b>	<b>LATE ITEMS</b>	<b>Letter from Client and GIC Renewal</b>
<b>3</b>	<b>ADOPTION OF AGENDA</b>	
	MOTION: "That the Agenda, including late items, is adopted by the Board of Trustees, as presented."	
	Moved	Wayne Smith
	Seconded	Wendy Johnston
	CARRIED	
<b>4</b>	<b>ADOPTION OF MINUTES</b>	
	April 16, 2025	Minutes of the First Monthly Meeting of the Board of Trustees
	MOTION: "That the Board of Trustees adopt the April 16, 2025 minutes as presented."	
	Moved	Wendy Johnston
	Seconded	Wayne Smith
	CARRIED	
<b>5</b>	<b>REPORTS</b>	
	<b>R-4</b>	<b>Water Service Update, Wes Kovacs</b>
	<ul style="list-style-type: none"><li>- Moore road water replacement update<ul style="list-style-type: none"><li>o Final cost spreadsheet to be provided</li></ul></li><li>- Strathcona Water Disruption</li><li>- Overdue Parcel options – Kate</li></ul>	
	<b>Continuations of Water</b>	<b>4</b>
	<b>New Water Connections</b>	<b>0</b>
	<b>BC One Calls</b>	<b>10</b>

MOTION:	"THAT the Board of Trustees accept the Water Service update for April 2025 as presented."	
	Moved	Dana Forrester
	Seconded	Wayne Smith
	CARRIED	
6	CORRESPONDENCE	
	n/a	
7	NEW BUSINESS	
	1. GIC Renewal – get information from bank regarding rates and terms	
	2. Letter from Client re: Advance Voting – will consult with Wendy to see if there's any concessions we can make.	
8	OLD BUSINESS	
	<div> <div>O-1</div> <div> <div>Fire Hall Construction</div> <div> <ul style="list-style-type: none"> <li>- Tenders currently in progress: <ul style="list-style-type: none"> <li>o Awaiting McGill</li> <li>▪ HVAC</li> <li>▪ Stick Framing</li> </ul> </li> <li>- RFQ Sent and received thus far: <ul style="list-style-type: none"> <li>o Doors</li> <li>o Windows</li> <li>o Overhead Doors – Approved</li> </ul> </li> <li>- <i>Site Utilities for approval</i> <ul style="list-style-type: none"> <li>o Lunch trailer</li> <li>▪ United Rentals</li> <li>▪ 20' office - \$475 / 28 days</li> <li>▪ Delivery to Port Alberni - \$550</li> </ul> </li> <li>- <i>Porta potty</i> <ul style="list-style-type: none"> <li>o Alberni Septic: <ul style="list-style-type: none"> <li>▪ \$250/month per unit (weekly pump)</li> <li>▪ \$190/month per unit (Bi-weekly Pump)</li> </ul> </li> </ul> </li> <li>- <i>Fencing</i> <ul style="list-style-type: none"> <li>o Van Isle Fencing: 10 months \$2,604</li> </ul> </li> <li>- <i>Dumpster</i> <ul style="list-style-type: none"> <li>o Nicklin Waste Current garbage rate: \$453.60/year + Wes \$260/year to dump</li> <li>▪ Total yearly Garbage: \$713.60</li> </ul> </li> </ul> </div> </div> </div>	

		<ul style="list-style-type: none"><li>○ 1 Regular sized dumpster: Estimate @ 1 dump per month \$1,140/year<ul style="list-style-type: none"><li>▪ (\$25/month), average dump cost \$70 (Dump fee \$30 + tonnage average \$40)</li></ul></li></ul> <p>MOTION:</p> <p>“That the Board of Trustees approve the 4 Site Utility expenditures as presented.”</p> <p>Moved: Dana Forrester</p> <p>Seconded: Robert Babych</p> <p>CARRIED</p> <p>MOTION:</p> <p>“That the Board of Trustees approve the purchase of two 1000 litre totes from Jennifer Smith for \$150 each as presented.”</p> <p>Moved: Dana Forrester</p> <p>Seconded: Robert Babych</p> <p>CARRIED</p> <p><b>Financing</b></p> <ul style="list-style-type: none"><li>○ Provided information with contract between Athecon &amp; CCWD on April 24, 2025</li></ul>				
	<b>O-2</b>	<b>4-3-2-1 Treatment Building</b> <ul style="list-style-type: none"><li>- Golder finishing final building drawings will drive kick off meeting.</li></ul>				
	<b>O-3</b>	<b>Conversion Investigation</b> <ul style="list-style-type: none"><li>○ Final information sheet focused on Financials and Legal Referendum Question – Sent April 24, 2025</li></ul>				
<b>9</b>	<b>ADJOURNMENT</b>					
	<p>MOTION:</p> <p>“That the Board of Trustees adjourn the May 7, 2025 Regular Meeting at 10:31am”</p> <table><tr><td>Moved</td><td>Dana Forrester</td></tr><tr><td>Seconded</td><td>Jennifer Smith</td></tr></table> <p>CARRIED</p>		Moved	Dana Forrester	Seconded	Jennifer Smith
Moved	Dana Forrester					
Seconded	Jennifer Smith					
						
Chair		Administrator				

