

MINUTES Regular
CHERRY CREEK WATERWORKS DISTRICT BOARD OF TRUSTEES
Held at the Cherry Creek Waterworks District Boardroom on Wednesday March 18, 2020

PRESENT: Chair Paige Hill, Trustee Anton Haffner, Trustee Mark super, Trustee Gary Haggard,
Administrator Loreen Brown, Fire Chief Lucas Banton, Operations Manager Vivian Fewer

REGRETS: None

- 1. Call to Order: 6:07 pm**
- 2. ADOPTION OF AGENDA**

Motion:

“That the Board of Trustees adopt the March 18, 2020 regular monthly meeting Agenda, including late items, as presented”

Moved: Chair Hill

Seconded: Trustee Haffner

Carried:

- 3. Adoption of MINUTES**

Motion:

“That the Board of Trustees adopt the February 19, 2020 regular meeting minutes, as presented”

Moved: Chair Hill

Seconded: Trustee Super

Carried:

- 4. DELEGATIONS: Mrs. Jenny Wallman**

Water connection 6781 Debeaux Road (unable to service area)

Re: Requesting a new water connection through neighbor’s property without legal registered easement.

Registered letter was sent to Mr. and Mrs. Wallman on February 25, 2020 after their attendance at the regular monthly meeting held February 19, 2020. The registered letter informed them of the appeal process.

7:32 pm – Mrs. Wallman attended as a delegate. Mrs. Wallman requested the Board of Trustees explain the decision as indicated in the registered letter.

Chair Hill explained before CCWWD can provide a water connection to 5390 Batty Road the Wallman’s need to get a legal registered easement from the owner of 5390 Batty Road. Trustee Haggard explained to Mrs. Wallman she can appeal the decision by looking at the section 707 of the Local Government Act as stated in the registered letter.

5. Cherry Creek Waterworks District Budget 2020

Motion:

“THAT the Board of Trustees approve the proposed 2020 Budget, as presented.”

Moved: Chair Hill

Seconded: Trustee Super

Carried:

Motion:

“THAT the Board o Trustees approve a 5% increase for the 2020 Parcel Tax and 5% increase for Water Tolls July 1, 2020”

Moved: Chair hill

Seconded: Trustee Super

Carried:

6. Appoint Returning Officer.

Motion – *“THAT the Board of Trustees appoint Loreen Brown as returning officer for the 2020 Annual General Meeting.”*

Moved: Chair Hill

Seconded: Trustee Super

Carried:

7. 2020 AGM

Motion – *“THAT the Board of Trustees agree that the 2020 Annual General Meeting be held Wednesday May 6, 2020 at the Cherry Creek Community Hall”*

Moved: Trustee Super

Seconded: Trustee Haffner

Carried:

8. Court of Revision. (Assessment Notice 2020)

To be held at April 22, 2020 regular monthly meeting

9. Reports:

R1 – Reporting of Finances (February 20, 2020 to March 17, 2020)

Motion:

“That the Board of Trustees accept and approve the following:

- 1). Reporting of Finances, as presented
- 2). Water Board Accounts to be paid, as presented, and accounts that have been paid since February 19, 2020

- 3). Fire Department Accounts to be paid, as presented, and accounts that have been paid since February 19, 2020

Moved: Chair Hill

Seconded: Trustee Super

Carried:

**R2 – Joe Woolls, Island flow Water Solutions Ltd
Re: February 2020 Maintenance Report**

Motion:

“That the board of Trustees accept Island Flow Control Water Solutions Ltd February 2020 Maintenance Report, as presented.”

Moved: Trustee Super

Seconded: Trustee Haffner

Carried

Discussion: IFC plan to complete the flushing March 30th to April 3rd to be postponed until the fall of 2020. During this time of the COVID 19 we do not want to take any unnecessary risks and have the residents of Cherry Creek to be without water.

Administration to contact Stephanie Bruvall – Island Health to inquire about postponing the flushing until the Fall.

10. WATER BOARD CORRESPONDANCE:

C1- Continuation of Water - None

C2 - Worksafe – changed back to annual reporting

C2 – email from VIHA with regards to COVID 19 to IFC and CCWWD

C4 – 2020 CWSA Annual Conference, AGM April 8th & 9th in Nanaimo – CCWWD Staff will not be attending due to the COVID-19.

11. **Office Closure: COVID 19** – Discussion to close office to the public. Fire chief Lucas Banton gave an update with regards to COVID 19. Chair Hill stated at any time the staff feels the need to protect themselves and their families by not coming work at CCWWD office, the Board of Trustees could accommodate.

12. **Office colors:** all staff have agreed on colors for the front office

13. **Adjournment**

Motion – “That the Board of Trustees adjourn the March 18, 2020 meeting at 8:05 pm”

Moved: Trustee Super

Seconded: Chair Hill

Carried:

Paige Hill, Chair

Loreen Brown, Administrator