

**BEAVER FALLS WATERWORKS DISTRICT  
ANNUAL GENERAL MEETING  
Minutes  
April 25, 2017**

**Call Meeting to Order: 7:00 p.m.**

**Attendance:** Present: Ellen Vallie, Vicky Poulsen, Dawn Rosin, Harold Walker, Angelica de Groot, Shirley Fletcher, Wendy Settle  
Guests: Bruce Winterburn

**WELCOMING:** Chair, Board of Trustees, BFWD

**READING OF PREVIOUS MINUTES:**

Motion by Vicky Poulsen to accept April 21, 2017 minutes as amended.  
Seconded by Ellen Vallie. Carried.

**BUSINESS:**

**Chair Report**

- All projects were completed in 2016 except for Christie Road this is still in progress.
- There were no major water line breaks this year.
- Operations are running well.

**Old Business**

- Wendy completed the repair of the pitting on the reservoir walls.
- John Road paving was completed in the Fall of 2016.
- The new roof was installed on the pumphouse.
- Wendy is working on the Christie Road project.
- Continuing to work on isolation valves.

**Water Operator's Report**

- Well #1 was rebuilt and all new piping was installed. When it was put back online we discovered it was pumping too fast and the aquifer could not keep up. A Variable Frequency Drive (VFD) was installed to slow down the pump and motor so they don't cavitate. It is working great.
- We are upgrading isolation valves as we locate them or in need of repairing them.
- The larger reservoir has some pitting on the inside so I sanded them down and put an epoxy coating on them. This should slow down the deterioration of the inside for a couple of years. There will have to be a full re-do of the inside. This will be a large cost and we will need to have the reservoir off line for a couple of months.
- A level sensor was installed in the smaller tank. We are now able to know how much water is in each tank.
- Water samples are done the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month. Our samples have been great with no issues.
- Harold and I met with Shane from Precision Pumps and the estimated cost for the Christie Rd project of \$35,000. This does not include excavation, and may not cover Fortis BC. We will need to set up a meeting with Fortis BC. We are going to be able to place the booster pump in an inground pit-less in the ditch where the house burnt down on Christie Rd.

## **New Business**

Plans for 2017 include:

- Installation of a booster pump for the residents of Christie Road.
- Extension of Columbia Gardens Road.
- Continue painting fire hydrants.
- Continue upgrading isolation valves.

## **Financial Statements:**

Angelica de Groot of Angelica's Bookkeeping Company our independent bookkeeper explained the consolidated financial statements completed by Grant Thornton. There was a net income of \$16,053 in 2016. Tolls revenue increased by 4% this year. There will be an \$8,000 transfer to the reserve fund this year. M/S Harold Walker/Vicky Poulsen to accept Grant Thornton for auditor for 2017. Carried.

The 2017 budget for the year was also presented and explained.

Bruce Winterburn asked what type of computer and software was purchased for the office. A HP All in One Computer and Sage software.

There will be a surplus budget this year in the amount of \$8,894. M/S Ellen Vallie/Harold Walker to accept the 2017 budget upon verification of the amount to transfer to the reserve fund. Carried.

## **Trustees Honorarium:**

M/S Bruce Winterburn /Harold Walker that all Trustees, with at least one year of service, be provided with an honorarium equivalent to the Water Tolls for 2017 (\$428.83). Carried.

## **Election of Officers:**

Election of Trustees for 2017:

Nominations closed April 11, 2017. No nominations were received.

Ellen Vallie was elected by acclamation for a 3-year term as Trustee.

Motion by Dawn Rosin to adjourn meeting at 7:47 pm.  
Seconded by Harold Walker. Carried.

Shirley Fletcher  
Secretary Treasurer