

**BEAVER FALLS WATERWORKS DISTRICT  
ANNUAL GENERAL MEETING  
MINUTES  
July 22, 2021**

**MEETING CALLED TO ORDER 6:53 pm**

**ATTENDANCE:**

*Chair, Jeff Papilion; Trustees, Laurie Moore, Vicky Poulsen, Harold Walker, Ellen Vallie via Zoom; Secretary Treasurer, Shirley Fletcher Water Operator; Wendy Settle Water Operator Helper; Dean Steblyk, Bookkeeper, Angelica de Groot; Guests, Marla Papilion, Marla Walker; Roger Poulsen.*

**WELCOMING**

Chair, Board of Trustees, Ratepayers  
Introductions made by Jeff Papilion

**READING OF PREVIOUS MINUTES:**

Motion by Ellen Vallie to accept October 17, 2020, minutes.  
Seconded by Laurie Moore. Carried.

**BUSINESS:**

**Chair Report**

Due to COVID-19, there was not a lot going on in the district. The Secretary Treasurer worked from home and our Water Operator went in weekly to check out the wells and office.

In February, we purchased a laptop for the Water Operator.

In April, Fortis broke the water line on Forsythia Drive when they anchored a pole and they paid for the line break.

In June, we replaced the VFD and Flow Meter in Well #2 the upgrade cost \$44,810.00.

In November, we purchased a new chlorine pump for spring and fall flushes.

We have had to have our meetings using Zoom due to COVID-19.

We would like to welcome Dean to our team, and I would like to thank the Board of Trustees and staff for all their effort and time.

**Water Operator's Report**

2020 was a quiet year not too much was done due to COVID, also we knew we had some big, priced jobs that needed to be done. So, in February, the BFWD purchased a new laptop for the water operator, and on April 17<sup>th</sup> Fortis was installing a light resistor next to a power pole and hammered it directly through our 4" water line, so I was called out to repair that. In November, we purchased a new chlorine pump. In the summer, we cleaned weeds and grass from around the hydrants and in the winter snow. Every 1<sup>st</sup> and 3<sup>rd</sup> Tuesday BFWD is required to do water samples we have had no e-coli or coliform counts. This is required by Interior Health to make sure we are in the guidelines of the Drinking Water regulations. If at anytime our samples become frequent with counts, we would be required to start chlorinating our water on a full-time basis which no one wants. This is why we do a flush twice a year so that if there is any growth in our lines, we are killing it before it becomes a problem. In June of 2020, we updated the electrical and installed a flow meter and VFD (variable frequency drive) in Well 2 this upped the production of the well and it is doing great.

**Financial Statements:**

Angelica de Groot of Angelica's Bookkeeping Company our independent bookkeeper explained the consolidated financial statements completed by Grant Thornton and that in the auditor's opinion the financial statements are a fair representation of the workings of the district for 2020. There was a surplus of \$73,800 in 2020 due to projects not being completed as we experienced a COVID-19 pandemic. There is an accumulated surplus of \$717,350 this may seem like a lot of funds, but even a

small waterworks project can cost well over \$100k. It is recommended by Grant Thornton that we continue to raise the Taxes and Tolls, so we have money to put aside for future larger projects, such as the line replacement and well replacement in the next 5 years.

M/S Vicky Poulsen/Harold Walker to accept Grant Thornton for auditor for 2021. Carried.

The 2020 budget for the year was also presented and explained. There will be a small net income this year in the amount of \$230. The Trustees had to increase the Tolls by 5% and Taxes by 5% to build our accounts. M/S Vicky Poulsen/ Laurie Moore to accept the 2021 budget. Carried.

#### **Trustees Honorarium:**

M/S Marla Walker/Marla Papilion that all Trustees, be provided with an honorarium equivalent to the Water Tolls for 2021 (\$516.18). Carried

#### **Plans for Year 2021**

- Repair the reservoirs to look at the pitting on the walls and re-epoxy.
- Continue with locating and replacing valve boxes
- Installation of porta potty at the office.
- Well #1 is not performing that well, so we are looking at replacing it with a pit less well.

#### **Election of Trustees:**

Election of Trustees for 2021

One nomination was received. Vicky Poulsen was elected by acclamation for a 3-year term as Trustee.

**Adjournment at 7:15 pm**