

**BEAVER FALLS WATERWORKS DISTRICT**  
**Minutes**  
**April 9, 2024**

**MEETING CALLED TO ORDER: 5:55 pm**

**ATTENDANCE:** Harold Walker, Laurie Moore, Ellen Vallie, Vicky Poulsen, Kyle Beeton, Wendy Settle, Wendy Allen

**GUESTS:** Bev Piccolo

**ABSENT:** None

**ACCEPTANCE OF PREVIOUS MINUTES**

Motioned Laurie Moore /Seconded Kyle Beeton Motion carried. Yes

**CORRESPONDENCE:**

Nomination for Brian Dower

Survey from Statistics Canada for Wendy Settle and another for Wendy Allen which are mandatory.

Ministry has set next quarter interest rate (BCI) at 10.20%.

Letter from KSCU regarding new security feature for log ins.

**FINANCIAL REPORT** – Wendy Allen, Secretary / Treasurer

Balance Sheet, Income statement, Accounts Receivable, Accounts Payable. Bank Reconciliation is complete. Financial statements for 2023 have been completed and signed by Harold Walker and Ellen Vallie at the Trail Office on April 3, 2024. Recommended separating water operator and administrative wages to make year end invoicing more cost effective. Identified that the receivables are quite high. BFWD will receive a GST correction when we file in July. Long time overdue accounts cleared. (XXXXXXXXXX)

**Motion to pay bills.**

Motioned Vicky Poulsen Seconded Ellen Vallie Motion carried. Yes

<b>Accounts Payable March 31, 2024</b>	
Beaver Valley Lawn Care (Snow removal Feb-March)	315.00
Village of Montrose Hall rental fee Paid Cheque 3202	35.00
Passmore MARCH 2024 ID3371	180.00
TOTAL	530.00
<b>Collabria VISA as per statement on March 29, 2024</b>	
Get well Card for Shirley	\$7.38
Canadian Tire #173 – Wiper Blades for the BFWD Truck	33.58
Telus Mobility Mar - Apr 2024	28.00
TOTAL	\$68.96

<b>Prepaid by March 31, 2024</b>	
Receiver General Payroll March 2024 deductions	1067.13
Telus SKADA Line March 24, 2024	74.14
<b>Total</b>	<b>1141.27</b>
<b>Payroll Details March 2024</b>	
W. Allen EFT Mar 11, 2024,	978.82
W. Settle EFT Mar 11, 2024,	621.73
W. Allen EFT Mar 25, 2024,	575.45
W. Settle EFT Mar 25, 2024,	660.95
<b>Total</b>	<b>2836.95</b>

## OLD BUSINESS

Discussion on guidelines for Travel & Entertainment expense. Tabled to next meeting.

-Harold Walker has asked that the board please forward your ideas to the Secretary Treasurer a week before our next board meeting on May 7, 2024.

Website updated (Grant Thornton Financial Statements for 2023) DONE.

## NEW BUSINESS

Printer requires additional 2 colour ink cartridges.

-Board approves required supplies and to get an extra black cartridge as well.

Trustees must go to KSCU to receive their individual log ins before May 27, 2024. Two pieces of valid Government ID are required.

Request next Board Meeting be held on May 7<sup>th</sup> as there are documents that have to be filed by May 15<sup>th</sup> which includes the role of Chair and Vice-Chair to be identified.

- Board agrees to schedule next Board meeting for May 7, 2024, at 6 pm.

## Water Operators Report – W. Settle

- Last week of April, Precision will come in to do the well work required.

- The piping is becoming exposed on Beaver Creek; Kyle Beeton has offered to look and offer an assessment.

- Vicky Poulsen asks if we can just leave it?

- Water Operator suggests leaving it and let it expose more to make it easier to remove it.

Motion to put a hydrant in the yard at the Pumphouse?

Motioned Ellen Vallie Seconded Kyle Beeton Motion carried. Yes

## Action Items/ Updates

April 8<sup>th</sup> – Toll penalties to be applied.

April 15<sup>th</sup> – April BCI to be applied.