

BEAVER FALLS WATERWORKS DISTRICT
Minutes
February 13, 2024

MEETING CALLED TO ORDER: 6:00 pm

ATTENDANCE: Ellen Vallie, Vicky Poulsen, Kyle Beeton, Wendy Settle (6 :15), Harold Walker via Phone.

ABSCENT: Laurie Moore

ACCEPTANCE OF PREVIOUS MINUTES

Motioned Ellen Vallie /Seconded Vicky Poulsen Motion carried. **Yes**

CORRESPONDENCE:

Letter from LGIF
 Nomination for Rod Haines
 Email for Improvement Districts access to funding.

FINANCIAL REPORT – Wendy Allen, Secretary / Treasurer

Balance Sheet, Income statement, Accounts Receivable, Accounts Payable. Bank Reconciliation is complete. A motion required to transfer Tax payments in the Operating account into the Tax 3 Account in the amount of \$3,321.35.

Motioned Ellen Vallie / Seconded Kyle Beeton Motion carried. **Yes**

See Accounts payable at February 13, 2024

Motion to pay bills.

Motioned Kyle Beeton / Seconded Vicky Poulsen Motion carried. **Yes**

Accounts Payable February 13, 2024	
ABC Invoice # 1473	120.75
BC One Call Invoice #20230660	30.03
Beaver Valley Lawn Care Invoice #233172	420.00
Genelle Improvement District Invoice #145233-5794	93.98
Grant Thornton Invoice #IBC-29321	5,722.50
Interior Health Operating Fees #B-2024-58935	150.00
Passmore Labs JAN2024 ID3283	180.00
Power Tech Electric Ltd. Invoice #15271	2309.37
Rural Water Impact (Web site fees) Invoice # 20-0915BFU (paid by VISA)	279.00
TOTAL	9,305.63
Collabria VISA	
Staples #20990216	378.84
Telus Mobility Feb-Mar 2024	28.00
Card for Randy – Thinking of You	8.16
TOTAL	415.00

Prepaid at Jan 31, 2024	
Receiver General Payroll Feb 2024 deductions	811.67
Telus Internet Jan 2024 Credit	354.67
Telus SCADA Line Jan 10, 2024	74.69
Total	1,241.03
Payroll Details January 2024	
W. Allen EFT Jan 2, 2024,	311.61
W. Settle EFT Jan 2, 2024,	325.10
D. Steblyk EFT Jan 2, 2024,	114.76
W. Allen EFT Jan 16, 2024,	587.74
W. Settle EFT Jan 16, 2024,	366.24
W. Allen EFT Jan 30, 2024,	624.21
W. Settle EFT Jan 30, 2024,	282.85
Total	2,612.51

OLD BUSINESS

Wendy Settle would like a letter sent out in the new year to inform ratepayers that there will be no new water connections available going forward. Heard back from LGIF, a letter is sufficient but to make sure we send to all government reporting agencies and consult with a lawyer if we have made any future promises. *See New Business.

NEW BUSINESS

Performance review for Wendy Settle

Motion to increase On Call Pay to 1 hour a day for every weekday not working and 2 hours a day for Saturday and Sunday not working with a 3% increase in her hourly rate. *Effective Pay Period starting February 25, 2024.

Motioned by Harold Walker / Seconded Ellen Vallie Motion carried? **Yes**

Discussion on including Tax payments with Tolls for Trustee Honoraria to come in line with other districts.

***Will add it to the AGM Agenda as a motion item.**

Should we send a card for Shirley after her surgery?

***Yes, we will send a card, Wendy Settle will let us know when her surgery occurs.**

Nominations for (1) Trustee position for 2024, **have received nominations for Rod Haines and Vicky Poulsen.**

Review Spring Flyer 2024 **Edits noted, will make changes and resend for approval next week.**

Set date for AGM. April 9 or 16th? **April 9th, 2024 chosen**

Review letter to stake holders. **Secretary Treasurer will craft the letter and send it out for approval next week.**

Water Operators Report – W. Settle

Starting to do valve locates and it is noted that the Spring chlorine flush may happen any time in April. We will send out an alert when the flushing actually begins. Received a visit from a Selkirk student about providing water and water systems to the district.

Action Items/ Updates

Prepare Tolls invoices and letters for rate payers/reporting entities. ***In Progress**

Complete Year end for Grant Thornton. ***In Progress**

*Website to be updated, waiting on the updated ERP and Spring Flyer approval. ***In Progress**

Adjourned 7:31 pm \Next Regular Meeting: **March 19, 2024 @ 6:00pm** at the Pumphouse.