

BEAVER FALLS WATERWORKS DISTRICT
Agenda
March 19, 2024

MEETING CALLED TO ORDER: 6:02 pm

ATTENDANCE: Harold Walker, Laurie Moore, Ellen Vallie, Vicky Poulsen, Wendy Settle, Wendy Allen
 Guests, Donna Henschell, Brian Dower

ABSCENT: Kyle Beeton

ACCEPTANCE OF PREVIOUS MINUTES

Motioned Ellen Vallie /Seconded Laurie Moore Motion carried. Yes

CORRESPONDENCE: None

FINANCIAL REPORT – Wendy Allen, Secretary / Treasurer

Balance Sheet, Income statement, Accounts Receivable, Accounts Payable. Bank Reconciliation is complete.
 Copy of the T5 Interest earned for 2023 at KSCU.

Motion to pay bills.

Motioned Laurie Moore /Seconded Vicky Poulsen Motion carried. Yes

Accounts Payable February 29, 2024	
Fortis Pump 1 4353-1 Dec – Feb, 2024	490.50
Fortis Pump 2 7177-3 Dec – Feb, 2024	863.21
Fortis Deer Road 0490-1 Dec – Feb, 2024	62.78
Grant Thornton Invoice #IBC-30032 (PAP)	4578.00
Passmore Labs FEB2024 ID3330	180.00
SAGE subscription renewal 2024	1583.68
TOTAL	7758.17
Collabria VISA (payment required to clear VISA for SAGE subscription)	
ICBC for BFDW Truck Registration for 2024 (Rebate for low mileage \$123.00)	822.00
Mills Office Supplies Invoice #331460	146.59
Telus Mobility Mar - Apr 2024	28.00
TOTAL	996.59

Prepaid at March 15, 2024	
Receiver General Payroll Feb 2024 deductions	678.62
Collabria VISA balance February 29, 2024 (See email correspondence)	924.73
Telus SKADA Line Feb 23, 2024	74.30
Total	1677.65
Payroll Details February 2024	
W. Allen EFT Feb 12, 2024,	592.42
W. Settle EFT Feb 13, 2024,	460.80
D. Steblyk EFT Feb 13, 2024,	169.69
W. Allen EFT Feb 27, 2024,	646.63
W. Settle EFT Feb 28, 2024,	311.19
Total	2180.73

OLD BUSINESS

*Website to be updated, waiting on the updated ERP carried over

NEW BUSINESS

2024 Contract for Wendy Settle to be signed. Completed

Signatures on Bank Cheques required. Signed 20, Thank you.

Laurie Moore wanted to have a conversation regarding board guidelines for gift purchases. Discussion tabled until next meeting to allow Trustees time to consider appropriate guidelines and create a motion to reflect the board's decision. ***Please see attached spreadsheet documenting these purchases from 2019 - Present for information purposes.

Water Operators Report – W. Settle

Conversation with Jodi Dilva re well designations, Chlorination flush and well work will be done around the same time and it will take into consideration the Water Operators request for personal time off beginning April 16, 2024.

Action Items/ Updates

Wendy Settle will be off for a week and will have Dean Steblyk cover.

Vicky Poulsen would like a memo placed on the website to remind ratepayers that anyone in the district who is a ratepayer is able to attend a meeting and if they submit questions in writing are able to speak at Board Meetings.

Prepare for AGM – meeting will be held upstairs as the basement was pre-booked.

April 8th – Toll penalties to be applied.

April 15th – April BCI to be applied

Adjourned _____ Next Regular Meeting: April 9th, 2024 @ 6:00pm at the Montrose Hall upstairs.