



**Cowichan Bay Waterworks
COMMITTEE OF THE WHOLE MEETING MINUTES
915 am, November 14, 2022.
1760 Pavenham Road, Cowichan Bay BC**

Present: Lew Penney, Chairperson
Judi Baker, Trustee
Pete Edgar, Trustee
Wendy Gregg, Trustee
Calvin Slade, Trustee

Staff: Cheryl Wirsz, District Administrator

Guest: Natasha Neweduk, Western Water

1. Call Meeting to Order

Chairperson Calvin Slade called the meeting to Order at 915 am.

2. Traditional Territory Acknowledgement

It is recognized that the meeting is occurring on the traditional territory of the Coast Salish people.

3. Approval of Agenda

Motion

Moved/Seconded that the agenda be approved with the addition of an update on the Ordano Warranty to section 7.

CARRIED

4. Conflict of Interest Declarations

No declarations occurred.

5. Petitions and Delegations

Natasha Neweduk from Western Water appeared to present the draft Source Water Protection Plan to the Trustees. Discussion followed.

- Further investigation will occur regarding the weather station data
- Six potential sources of contamination for the groundwater were found
 - Roadways / transportation corridors
 - Existing private wells
 - Nearby sanitary infrastructure
 - Commercial use at Valleyview Mall
 - Agriculture
 - Climate change / wildfires / saltwater intrusion
- Risk is generally low given the geology of the area [deep layers of confining clay]
- The capture zone will be more succinctly defined [will also reflect slope]

- The risk of saltwater intrusion at Kidd Well is high
- A new well should be upgradient of the existing wells
- A map of the entire aquifer area will be added
- It is recommended that the flow rate for Well 1 be increased and that Well 2 remain at the current rate.

6. District Administrator Reports

- The District Administrator updated the Trustees on the outstanding warranty issues at Ordano Station
- 2023 Budget / Tax Rates / Water Tolls
- The District Administrator presented draft budget, tax and toll information for discussion
- It was agreed a base rate of \$85 for water tolls and \$225 for taxation be included in the bylaws
- A separate water toll bylaw for Cowichan Tribes will be prepared as in the past using the same water model
- Rates will increase slowly to cover the costs of production and encourage conservation, recognizing the impact of inflation both upon ratepayers and operations
- Fire Underwriters
- The District Administrator will schedule a joint meeting between the Trustees of Cowichan Bay Waterworks and Cowichan Bay Fire Improvement
- Delegation Process
 - The Trustees discussed the attached Delegation Process and approved, subject to the addition of five business day submission deadline.
- Record Destruction Motion
Moved/Seconded to authorize destruction of financial records as outlined in the 2022 Record Destruction Table prepared by the District Administrator.

CARRIED

7. Water Operations Reports

None submitted for the second month in a row.

8. Date for Next Board Meeting

November 21, 2022 – Board

Dec 5, 2022 – Committee of the Whole

Dec 19, 2022 - Board

9. Adjournment

The Meeting adjourned at 1207 pm.

Chairperson

District Administrator