Cowichan Bay Waterworks District
1760 Pavenham Road
Phone (250) 748-1687
Emergency (250) 748-1687 ext 3

Website: www.cowichanbaywater.com
Email: cbwater@telus.net
Fax (250) 748-1627
Office Hours: Tues-Thurs 9:00-4:00pm

APRIL 2018

CURRENT WORKS

The reservoir on Telegraph Road was repaired in February. Although the repair took a bit of time, it went very well. We would like to thank all of our customers for your patience during the repair. The contract to replace the water main on Telegraph Road between Sears and Wood has now been awarded. The work is expected to be completed this year.

AGM

The District's Annual General Meeting will take place on Thursday, April 26 at 7:00 pm at the Cowichan Bay Fire Hall on the Trans Canada Hwy. Registration commences at 6:30 pm and we ask that attendees arrive during this registration period in order for the meeting to begin on time. Please enter at the right side of the building, up the stairs to the second floor. There are two Trustee positions to be filled for a three year term. If you are interested in joining the Board please contact the office prior to the meeting. We hope to see you there.

METER BOXES AND FIRE HYDRANTS

Please note that firefighters require a 3 foot clearance from obstructions to properly operate each hydrant in the event of a fire. Obstructing fire hydrants with landscaping such as bushes, fencing, or large plants may be putting firefighters and nearby homeowners in danger.

*Water Meter boxes also need to be cleared of any items such as vegetation, hedges, rocks and decorative statues so they can be read! This is your responsibility, so if you are unsure of where your meter box is located, please call the Office at (250) 748-1687. If the District has to clear the box you will be charged a fee on your bill.

Our meter readers have noticed the majority of customers are very good at keeping the boxes cleared and want to thank you!

EBILLING

We are also offering customers the option to receive bills electronically. If you would like to participate please fill out the Customer Ebilling request form located on our website www.cowichanbaywater.com under Forms and Reports.

LANDLORDS

If you are renting out your home you may arrange for the renter to pay the bill on your behalf. Please contact the office for a Tenant Authorization Form. If, however, the account falls into arrears it is your responsibility to keep the water and parcel tax accounts up to date. It is also good to leave us with an emergency phone number to call in case a leak is detected on the property.

STAY INFORMED

The easiest and most efficient way for our customers to stay informed is by signing up for "Alerts" on the website www.cowichanbaywater.com. Once an update is posted it will email or text you within minutes. By signing up for alerts you are also supporting our efforts to "go green" and will no longer receive a paper newsletter.

DISTRICT STAFF

Chairman:	Rick Mellson	**District Administrator:**	Donna Monteith
Trustees:	Lewis Penney	**Assistant Administrator:**	Debra Soke
	Calvin Slade	**Billing Clerk:**	Heather Plumb
	Judi Baker	**Systems Operators:**	GR Martin Contracting
	Wendy Gregg	**Assistant Operator:**	Ron Ikona