



**COWICHAN BAY WATERWORKS DISTRICT
Special Board Meeting Minutes Budget
Thursday, November 5, 2020 – 2:00 PM
4461 Trans-Canada Hwy, Cowichan Bay
Cowichan Bay Fire Rescue
(Safe Distancing – COVID-19 Mtg)**

PRESENT: Wendy Gregg, Trustee
Peter Edgar, Trustee
Calvin Slade, Trustee
Lewis Penney, Chair
Caroline Stillinger, District Administrator

REGRETS: Judi Baker, Trustee

Chair, Lewis Penney called the meeting to order at 2:10 pm.

1. 2021 DRAFT BUDGET

Discussion:

- a. Five (5) percent proposed increase to parcel tax, water tolls and usage rates.
- b. Investment Accounts, including renewal reserve funds & capital expenditure charge funds.
- c. Capital expenditure budget,
Administrator to review the CBWD Master Draft Plan 2016 and asset management plan with
CBWD engineer (cost estimate) and water operations.
- d. Associated Engineering Ltd. staff changeover in November from Eric Finney to Johnathan
Musser.
- e. Changes to the 2021 Draft Budget
- f. Staff payroll, cost of living adjustment (cola) 2% increase

2. DATE FOR NEXT MEETING

November 26, 2020

3. ADJOURNMENT

The meeting adjourned at 3:32 pm.

Chairperson

District Administrator