



**Cowichan Bay Waterworks  
COMMITTEE OF THE WHOLE MEETING MINUTES  
430 pm, February 20, 2024.  
1760 Pavenham Road, Cowichan Bay BC**

**Present:** Calvin Slade, Chairperson  
Judi Baker, Trustee  
Jula Balanabowicz, Trustee  
Wendy Gregg, Trustee

**Absent:** Pete Edgar, Trustee

**Staff:** Cheryl Wirsz, District Administrator  
Scott McCartney, Chief Water Operator

**Guests:** Jeff Drozdiuk, Ridgeway and Associates

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**1. Call Meeting to Order**

Chairperson Calvin Slade called the meeting to Order at 430 pm.

**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**

**Moved/Seconded** to adopt the agenda as circulated.

**CARRIED**

**4. Conflict of Interest Declarations**

No declarations occurred.

**5. District Administrator Reports**

The District Administrator presented options regarding the outstanding warranty issues at Ordano Station. Jeff Drozdiuk, Ridgeway and Associates, Jon Irving, McElhanney, and Scott McCartney, Chief Water Operator, provided further advise to the Trustees regarding options.

**Moved/Seconded** to empower Jeff Drozdiuk to pursue a solution to the deficiencies and outstanding warranty issues at Ordano Staton that involves CBWD obtaining an engineer to design a solution to the booster pump deficiencies for approval by Cowichan Bay Estates, with an eye to CBWD implementing at CBE expense.

**CARRIED**

**6. Adjournment**

The Meeting adjourned at 520 pm.

Handwritten signature of Calvin Slade in black ink.

Chairperson

Handwritten signature of Cheryl Wirsz in black ink.

District Administrator