



**COWICHAN BAY WATERWORKS DISTRICT**  
**Annual General Meeting Notice**  
**Wednesday, September 15, 2021 at 7:00 pm**  
**Registration at 6:30 pm**

**Location:** Cowichan Bay Volunteer Fire Resue  
4461 Trans Canada Hwy 2<sup>nd</sup> Floor (upstairs)  
Cowichan Bay, BC V0R 1N1

**AGM Presentation:**

- Chair's Report
- Capital Upgrade Projects update
- Presentation and approval of 2020 Financial Statements
- Appointment of Auditor for the ensuing year
- Election of two Trustee positions
- Presentation and approval of Trustee Remuneration Policy

**Attendance:** BC's Order of the Provincial Health Officer', restart Step 3 allowing "Inside Events" limits indoor gatherings to 50 people.

Please RSVP to CBWD Office located at 1760 Pavenham Rd, Cowichan Bay, BC, in-person, by phone, or by email to [cbwater@telus.net](mailto:cbwater@telus.net) to participate in the AGM no later than Monday, September 13, 2021.

To reduce the risk of the transmission of COVID-19, Safety Measures following Provincial Guidelines for social distancing will be in place. Hand sanitation and masks will be available and each participant will be assigned to a seat.

**Election:** Election of two Trustee positions for a three-year term.

In order to promote safe participation and allow physical distancing CBWD is asking residents to please fill out a nomination form and submit it to the office by Thursday, September 9, 2021; this will allow election procedures to be in place.

Nomination forms are available on our website at [www.cowichanbaywater.com](http://www.cowichanbaywater.com) or you can pick one up at the office. All owners of land located within the improvement district or authorized agent or legal representative is eligible to vote.

Nomination forms, BC's Improvement District Trustee's Handbook, and BC's Improvement District Manual are available at the District Office or on our website under News & Notices – Annual General Meetings & Trustee Information.

We welcome you to come and learn about your water source and infrastructure. We look forward to your attendance and participation!



# COWICHAN BAY WATERWORKS DISTRICT

Phone: 250-748-1687

Fax: 250-748-1627

Email: [cbwater@telus.net](mailto:cbwater@telus.net)

1760 Pavenham Road, Cowichan Bay, British Columbia V0R 1N1

Website: [www.cowichanbaywater.com](http://www.cowichanbaywater.com)

TRUSTEE NOMINATION FORM must be submitted to the Office by Thursday, September 9, 2021, at 4:00 pm  
For the Annual General Meeting Wednesday, September 15, 2021

Voter Eligibility:

1. A Canadian citizen;
2. 18 years of age or older;
3. A resident of British Columbia for the past 6 months;
4. Be an owner of land located within the improvement district or the authorized agent or legal representative of a deceased owner of such land;
5. Not otherwise be disqualified from voting under section 29 of the *Election Act*; and
6. Have not voted before in the same election.

NAME OF PERSON YOU WISH TO NOMINATE

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LEGAL/RESIDENTIAL ADDRESS OF NOMINEE

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PHONE NUMBER OF NOMINEE

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SIGNATURE OF NOMINATOR

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LEGAL/RESIDENTIAL ADDRESS OF NOMINATOR

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PHONE NUMBER OF NOMINATOR

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NOTE: THE NOMINATION FORM MUST BE SIGNED BY THE NOMINATOR. ALL NOMINATIONS ARE SUBJECT TO VERIFICATION BY THE BOARD OFFICE.

SIGNATURE OF NOMINEE:

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DATE:

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BOARD OFFICE VERIFICATION:

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