

## COWICHAN BAY WATERWORKS DISTRICT SUMMER NEWSLETTER 2021



*Telegraph Reservoir 195,000 imperial gallons*

### **IMPORTANT PUBLIC OFFICE ACCESS NOTICE – CORONAVIRUS (COVID-19)**

The office is now open to Public Access. In an effort to prevent the spread of the Coronavirus (COVID-19) and protect the Public and Staff's Health and Safety, the office entrance is limited to one person at a time. If more than one person arrives in the lobby entrance, please kindly wait outside the door until you are called to enter. For safer communication, please call the office or email with your inquiry. Stay safe and keep healthy.

### **WATER RESTRICTIONS AND WATER CONSERVATION**

The District participates with many other water purveyors within the Cowichan Valley to conserve water from May 1<sup>st</sup> through October 31<sup>st</sup>. Thank you for your efforts and support by conserving water usage.

Please be advised, effective June 26, 2021, the District is in **Stage Two Watering Restrictions** to reduce water demand.

#### **Watering 2 Hours Maximum:**

*EVEN* numbered addresses: **Wednesdays & Saturdays only**

*ODD* numbered addresses: **Thursdays & Sundays only**

To view the detailed **Watering Regulations Summary Table**, please visit our website at [www.cowichanbaywater.com](http://www.cowichanbaywater.com) under **Forms & Reports-Sprinkling Regulations**.

You may also sign up for alerts on our website to receive notification of Watering Restriction Stages.

### **METER BOXES**

A friendly reminder, water meter boxes need to be cleared of any items such as vegetation, hedges and rocks, so the District can have visible access to read the meter and in the event of an emergency water shut off. If you are unsure of where your meter box is located, please call the office at 250-748-1687.

If the District must clear the box, a fee will be charged.



### **FIRE HYDRANTS**

Please note, there must be a 3-foot clearance is required from obstructions. As part of CBWD maintenance, the District regularly maintains the ground cover around each hydrant in order for firefighters to have visible access.

### **CURRENT CAPITAL PROJECTS**

The District is in the process of completing a new Water System Master Plan with the District's engineer to ensure long term sustainability infrastructure to the District's water supply and distribution system.

### **ANNUAL GENERAL MEETING 2021**

The Annual General Meeting is scheduled for

**Date:** Wednesday, September 15, 2021

**Time:** 7:00 pm (Registration 6:30 pm)

**Location:** Cowichan Bay Fire rescue, 4461 Trans-Canada Hwy, Cowichan Bay, BC V0R 1N1

Pursuant to Sections 30, 31, 32 and 39 (3) *Public Health Act*, S.B.C. 2008, Order of the Provincial Health Officer, to continue to allow Gatherings and Events. An election of Two Trustee positions for a 3-year term will be held.

Notification with the 2021 AGM detailed information will be posted in the Cowichan Valley Citizen, and on [www.cowichanbaywater.com](http://www.cowichanbaywater.com) website. The District looks forward to your attendance.

## AUDITED FINANCIAL STATEMENTS 2020

The 2020 audited financial statements are available on the website at [www.cowichanbaywater.com](http://www.cowichanbaywater.com) and will be presented at the Annual General Meeting.

## SUPPLY OF FINANCIAL AUDIT SERVICES – REQUEST FOR PROPOSAL

CBWD is requesting proposals for the Supply of Financial Audit Services for 2021.

Issue Date: June 20, 2021. Proposals will be received in the office up to 4:00 pm Thursday, July 22<sup>nd</sup>, 2021. Please see our website for detailed information or you can call the office.

## PAYING YOUR BILLS

IMPORTANT NOTICE: CBWD encourages online banking payments through your Financial Institution for Water Toll & Parcel Tax invoices, or you may drop the payment off at the office through the secured mail slot in the front door.

## MAIN WATER SHUT OFF VALVE

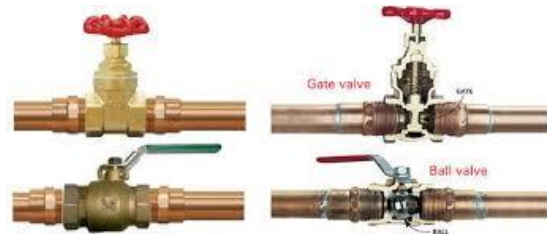
Do you know **where the Main Water Shut Off Valve is located in your house and where the main water shut off is located at your property line** in the event of an emergency?

An emergency water shut off valve is a valve that cuts off the entire water supply to your home.

We have seen an increase of emergency calls to shut the water off at the meter because homeowners cannot find it.

In the event of a leak or a water break on your property, locating your shut off valve can make a difference in saving your home from water damage.

Cowichan Bay Waterworks District after office hours water related emergency 250-748-1687 and select option 3 to leave a detailed message that will be immediately dispatched to CBWD Certified Water Operator.



## COWICHAN BAY ESTATES Vee Road Subdivision:

Cowichan Bay Estates Subdivision 49 new lots located at Vee Road & Wilmot Road will be connected to the District's water supply; in order to meet CBWD design standards for connection to the system, a booster pump station for domestic and fire flow demands is required.

## SIGN UP FOR EMERGENCY & ROUTINE NOTIFICATIONS – STAY INFORMED

You can sign up for "Alerts" on the website at [www.cowichanbaywater.com](http://www.cowichanbaywater.com). Once an update is posted it will email or text you within minutes.

Contact Phone: please update Office Staff with your current telephone number. Office staff have been unable to contact homeowners for various reasons such as a leak detected on the property which has resulted in an emergency water shut off.

## DISTRICT STAFF

Chairman: Lewis Penney

Trustees:

Calvin Slade

Judi Baker

Wendy Gregg

Peter Edgar

District Administrator: Caroline Stillinger

Assistant Administrator: Lindsay Bysterveld

Billing Clerk: Heather Plumb

Certified Operator: Joe Woolls

Island Flow Control Water Solutions Ltd.

Meter Reader: Rob Knechtle



Cowichan Bay Waterworks District  
Website: [www.cowichanbaywater.com](http://www.cowichanbaywater.com)  
1760 Pavenham Road  
Phone (250) 748-1687  
Email: [cbwater@telus.net](mailto:cbwater@telus.net)  
Fax (250) 748-1627  
Office Hours: Tues-Thurs 9:00-4:00pm  
Emergency (250) 748-1687 Ext 3