



Coastal Water Suppliers Association  
Annual General Meeting  
April 16, 2015  
Minutes

Attendance: Ron Stepaniuk, Donna Monteith, Leon Cake, Vernon Rogers, Joe Woolls, Meghan McKee, Anne Williams, Donna Michiel, Pam Kendall, Paul Chmielewski, Tanya Friese, Robin Brett, Suzy Parkin, Leigh Campbell, Beverly Allen, Keith Nickerson, Leslie Carter, Rob Rounds, Charles Davidson, Jennifer Bradley, Peter Johnson, Helen Edwards, Nina LeBlanc, Michelle Price, Karen May, Kevin Douville, Alan Webb, Anne Alcock

Regrets: Heather Sarchuk

Call to order 12:36pm by R. Stepaniuk, Chairperson

### 1. Approval of Agenda

**Motion** by N. LeBlanc to adopt the Agenda as presented. 2<sup>nd</sup> by Meghan McKee. Carried

### 2. Minutes of April 3, 2014 AGM

**Motion** by A. Williams to adopt the April 3, 2014 AGM meeting minutes as presented with the addition of Karen May added to the attendance. 2<sup>nd</sup> by P. Johnson. Carried

### 3. Chairperson's Report

The Chairperson's Report was distributed prior to the meeting. R. Stepaniuk, Chairperson, gave special thanks to BC One Call and the Ministry of Community, Sport, and Cultural Development.

### 4. Approval of Financial Statements

The Financial Statements dated December 31, 2014 were distributed prior to the meeting.

**Motion** by T. Friese to adopt the Financial Statements dated December 31, 2014 as distributed. 2<sup>nd</sup> by A. Williams. Carried

### 5. Changes to Bylaws

Due to the small size of the Association the current Board asked the members to consider reducing the amount of Directors required as well as deleting the need for regions. The Bylaws Part 5 Directors and Officers section 25 currently reads as follows:

25. (1) A Board of Directors and Officers of the society shall be made up of seven (7) or eight (8) directors and shall include:

(a) Four directors representing:

- i) South Island – All districts located within the boundaries of the Capital and Cowichan Valley Regional Districts and adjacent islands
- ii) Central Island – All districts located within the boundaries of the Nanaimo and Alberni-Clayoquot Regional Districts and adjacent islands
- iii) North Island – All districts located within the boundaries of the Comox Strathcona and Mount Waddington Regional Districts and adjacent islands.
- iv) South Coast – All districts located within the boundaries of the Powell River and Sunshine Coast Regional Districts and adjacent islands.

(b) Two or three directors elected at-large depending on availability of candidates.

(c) An appointed administrator – voting if eligible to be a member delegate.

(2) Where no Director is elected to represent a region, the position may be declared vacant and an additional director may be elected at-large for the ensuing term.

As well Part 4 Proceedings at General Meetings section 16 (3) reads:

A quorum is four members present or a greater number that the members may determine at a general meeting.

**Motion** by R. Stepaniuk to pass a special resolution that the CWSA Bylaws be revised to:

Part 4 Proceedings at General Meetings section 16 (3) A quorum is three members present or a greater number that the members may determine at a general meeting.

And

Part 5 Directors and Officers section 25

(1) A Board of Directors and Officers of the society shall be made up of five (5) directors.

(2) An Administrator will be appointed - voting if eligible to be a member delegate.

2nd by J. Woolls.

Carried

## **6. Membership Rates**

No increase to membership rates was brought forward.

## **7. Administrator's Honorarium**

**Motion** via email by H. Sarchuk to pay D. Monteith, Administrator, a bonus honorarium of \$500 and increase the monthly honorarium by 2%. 2nd by R. Brett. Carried

## **8. Election of Directors**

**Director Central** - to fill the expiring 2yr term of Heather Sarchuk  
Heather Sarchuk was nominated and was declared elected by acclamation.

**Director at Large** - to fill the expiring 2yr term of Leon Cake.  
Leon Cake was nominated and was declared elected by acclamation.

**Adjourned** at 12:56pm.