



Coastal Water Suppliers Association  
Minutes of December 16, 2019  
Held at Cowichan Bay Improvement District Office

Present: Wendy Gregg  
Vern Rogers  
Joe Woolls

1. The meeting was called to order at 10:19 am by Chair, Wendy Gregg.

2. Approval of Agenda

MOTION:

MOVED/SECONDED To adopt the December 16, 2019 meeting Agenda. M/S/C  
Woolls, Rogers

3. The Minutes of the Meeting held October 21, 2019 were distributed.  
Administration 5. Item (f) Ground Water/Surface Water/Climate Change.

MOTION:

MOVED/SECONDED To adopt the Meeting Oct 21/19 minutes as circulated. M/S/C  
Woolls, Rogers

4. Business Arising  
N/A

5. Administration

a. Newsletter to members to include upcoming conference information, speakers, support letter to the Union of BC Municipalities & Director recruitment (Admin – Directors input).

b. Conference (draft budget 2020)

Chair, W. Gregg – Theme “Water Shed Management” for the upcoming AGM Conference & Trade Show, April 8<sup>th</sup> & 9<sup>th</sup>, 2020. (\$1,500 budget for door prizes).

Director, V. Rogers – Water Sheds - preserving a precious resource.

Speakers:

1. Gas Tax Grant Application process and Improvement Districts, Lucas Banton.
2. Ground Water Licensing – Province of BC. (Admin)
3. Climate Change - Drought (Director, V. Rogers/Admin to contact)
4. Cowichan Lake/River – Watershed Management in Cowichan Valley (Chair, W. Gregg to contact David Slade)
5. Water Source Supply - Ground Water/Well Head Protection.

Operator Training:

Operators – 1.2 Continuing Education Requirements for Operators (CEU) to be registered with the Environmental Operators Certification Program.

Operators requirements – 1.2 CEU (.6 CEU's is an 8-hour day)

(Director J. Woolls to contact Mike Ippen)

Trainer – A.C. Pipe Removal

Well Disinfection & Maintenance

Trainer – Contaminated Soil Removal  
Flushing/Hydrant Maintenance  
Confined Space  
Drought Management

- c. Website Improvements  
Upgrades to the current website.

6. Financial Reports  
CWSA comparative income statement Nov 30/19  
CWSA Balance sheet Nov 30/19

MOTION:

MOVED/SECONDED To adopt the Financial Statements to November 30, 2019 as distributed.

M/S/C

Rogers, Woolls

7. New Business

8. Correspondence

- a. UBCM 2019 Resolutions Book 180, B130 Improvement District Governance Policy (infrastructure funds).  
Chair, W. Gregg support letters to The Honourable Selena Robinson, Minister of Municipal Affairs and Housing & Sonia Furstenau, MLA, Cowichan Valley, BC.

10. Next meeting to be held at Cowichan Bay Waterworks District, January 20, 2020 at 10:15 am.

11. Meeting adjourned at 12:35 pm.

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Wendy Gregg, Chair

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Date