



Coastal Water Suppliers Association
Meeting Minutes of Monday, March 9, 2020
Held at Cowichan Bay Improvement District Office

Present: Chair, Wendy Gregg
Directors: Vern Rogers
Leon Cake
Joe Woolls

Administrator: Caroline Stillinger

1. The meeting was called to order at 10:35 am by Chair, Wendy Gregg.

2. Approval of Agenda

MOTION:

MOVED/SECONDED To adopt the March 9, 2020 meeting Agenda. M/S/C
Cake, Woolls

3. The Minutes of the Meeting held February 10, 2020 were distributed.

MOTION:

MOVED/SECONDED To adopt the Meeting Feb 10/20 minutes as circulated. M/S/C
Woolls, Cake

4. Business Arising

a. 2020 Conference.

5. Administration

a. 2020 CWSA Annual Conference, AGM, Operator Training & Trade Show,
"Watershed Management," Coast Bastion, April 8th & 9th, 2020.
Speaker schedule sequence attached.

b. Operator Course (April 8th)

Confined Space Entry Workshop EOCP (0.6 CEU's):

Ron Enns, Manager, Business Development, Continuing & Professional Studies, Kwantlen
Polytechnic University and Darcy Dragonetti, ASct, Public Operations Training and
Consulting Services, DRAGONETTI Group.

Operator Course (April 9th)

Asbestos Awareness: Asbestos Cement Pipe Repair and Maintenance EOCP (0.6 CEU's):
North West Environmental Group, Project Manager, James Mino, MPH

c. Gifts for Speakers: Chair, Wendy Gregg

d. Gifts for draws: Chair, Wendy Gregg

e. Table gifts: Admin.

f. Elections: Two Director positions terms expired; one additional Director recruitment.

g. Director recruitment: travel expenses

MOTION:

MOVED/SECONDED To approve to cover travel expenses in the amount seventy-five dollar (\$75.00) for a Director to attend a board meeting. M/S/C

Rogers, Cake

6. Financial Reports

a. January 1 – December 31, 2019

Chair, Wendy Gregg & Administrator to review the 2019 Financial Statements with Cowichan Bay Waterworks District Trustee, Judi Baker.

b. January 1 – 31, 2020 Balance Sheet/Comparative Income

MOTION:

MOVED/SECONDED To adopt the Financial Statements to January 31, 2020 as distributed. M/S/C

Rogers, Woolls

7. Next meeting to be held at Coast Bastion Hotel, Nanaimo, BC, 2020 CWSA Annual Conference, AGM, Operator Training & Trade Show, Wednesday, April 8, 2020.

8. Correspondence

a. MTS Maintenance Training Systems Inc. request to speak 2020 Conference

Notify the event schedule is full/a few trades tables remaining.

b. Gillies Bay Improvement District, Trustee L. Dawe, CWSA Director application process.

Admin to forward the 2015 constitution and minutes for reference.

c. Meeting adjourned at 11:50 am.

Wendy Gregg, Chair

Date