



## Coastal Water Suppliers Association Annual General Meeting Minutes

Thursday November 19, 2020  
12:55pm

**LOCATION: Online Conference  
Hosted by SW Event\Technology  
Production Services**

Attendance: Board Chair, Wendy Gregg,  
Directors, Leon Cake, Vern Rogers, Joe Woolls  
CWSA Administrator, Caroline Stillinger  
CWSA Members, twenty-one

1. **Call to Order**

Chair, Wendy Gregg called the meeting to order at 12:57pm.

2. **Approval of Agenda**

**Motion** by Chair, Wendy Gregg, to approve the Agenda. M/S/A as circulated.

3. **Approval of AGM Minutes, April 4, 2019**

**Motion** by Chair, Wendy Gregg, to approve the Annual General Meeting Minutes April 4, 2019. M/S/A as presented.

4. **Chairman's Report**

The Chairman's report was distributed and available online to the Members.

Chair, Wendy Gregg goals are to continue developing and renewing engagement with members to learn about districts needs and expectations.

5. **Approval of 2019 Financial Statements**

Cowichan Bay Waterworks District, Trustee, Judi Baker reviewed and approved the 2019 financial statements. The December 31, 2019 Financial Statements were distributed to members for review. The year-end bank balance was \$43,864.87.

**Motion** by Chair, Wendy Gregg to adopt the Financial Statements dated December 31, 2019. M/S/A as circulated.

7. **Membership Rates**

The Membership rates were presented online to the Members.

The 2020 Membership rates are as follows.

**Service Connections:**

1-50 - \$25.00

51-100 - \$40.00

101-300 - \$100.00

301-500 - \$150.00

501+ \$200.00

**Associate Membership:**

\$70.00

**Website Advertising**

\$150.00

**Sponsors Trade Show Exhibit**

\$195.00

**Conference Delegates:**

Members - \$150.00

Non-Members - \$200.00

**Operator Training**

Members \$275.00

Non-Members \$350.00

**Early Bird Rates:** Regularly \$25.00 off rates

No motions were brought forward. The 2021 Membership rates will remain the same as the 2020 levels.

- 8. Election of Directors consists of (five Directors)
  - Expired Director, Leon Cake – two-year term
  - Expired Director, Vern Rogers – two-year term
  - Expired Joe Woolls – two-year term
  - One Director position available – Lawrence (Larry) Dawe – Gillies Bay Improvement District has nominated himself as a potential board member.

The Nomination committee’s slate of four Director positions available were accepted from the floor.

Nominees: Leon Cake,  
Vern Rogers,  
Joe Woolls, and  
Lawrence (Larry) Dawe

Chair, W. Gregg made a first call for nominations for the board of Directors, a second call for nominations, and a third call for membership of the board of Directors. No other nominations were brought forward.

**Motion** by Chair, Wendy Gregg to approve the slate of four Nominees as presented. M/S/A as presented. All nominees were approved by a unanimous vote.

9. **Motion to Adjourn**

The Meeting adjourned at 1:11pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Date