



Coastal Water Suppliers Association
Meeting Minutes of Monday, July 26, 2021 9:30 am
(Zoom-Virtual Safe Distancing-Coronavirus Pandemic, COVID-19)

Directors Present: Larry Dawe
Vern Rogers
Leon Cake
Joe Woolls

Administrator: Caroline Stillinger

1. The meeting was called to order at 9:35 am by Chair, L. Dawe.

2. Approval of Agenda (Additions, Changes, Deletions)

MOTION:

To adopt the July 26, 2021 meeting Agenda.

Moved: Chair, L. Dawe

CARRIED

3. Approval of Minutes

The Minutes of the Meeting held June 14, 2021 were distributed.

Amendment to the Chair's signature.

MOTION:

To adopt the Meeting June 14, 2021 Minutes as circulated.

Moved: Chair, L. Dawe

Seconded: Director, Joe Woolls

CARRIED

4. Correspondence

a. Newsletter "Fall Annual Conference Event to Members"

re: poll to return to an in-person or an online-virtual conference

Postponed to August meeting regarding updates by Provincial Health Order announcement provided the Order of the Provincial Health Officer (Pursuant to Sections 30, 31, 32 and 39 (3) *Public Health Act*, S.B.C. 2008) allows gatherings and events due to the Coronavirus, COVID-19.

5. Business Arising/Old Business

a. Constitution April 22, 2021 AGM Approved – Special resolution June 14, 2021

b. CWSA Website updates estimate (in progress)

6. New Business

a. Annual Conference Event & Water Operator Training date change:

Administrative Workshop & Sponsors Trade Show – November 25th, 2021

Operator Courses – November 24th & 25th, 2021

Coast Bastion Hotel Nanaimo, BC Reserved tentatively

Fall Conference Theme, "Adapting to the Chaos of Climate Change & Drought."

In-person or virtual (potentially appoint a university technician/you-tube videos)

a. Administrative Workshop: Thursday, November 25th

Action item: Topics/Speakers

- Director, V. Rogers: Management vs Governance – adapting to COVID-19 Speaker/Presentation, Wendy Gregg.
- Director, L. Cake: Emergency Response Planning Speaker/Presentation
- Chair, L. Dawe: Training for administrators
- Administrator, C. Stilling: Communication with customers, complaint handling skills, dealing with and responding to high conflict behaviours.
- Administrator, C. Stilling: Freedom of Information and Protection of Privacy Act.
- Administrator, C. Stilling: Climate Change, drought and floods. Construction of more dams, increasing dam capacity by circumference and diameter and water storage.

b. Operator Training: Wednesday, November 24th & Thursday, November 25th

Action item: Water Operator Course Topics & Trainers

- Director, L. Cake & J. Woolls
- MPE Engineering Ltd., Automation & Controls Team Lead, Bart Nelissen (Operator Training SCADA)

7. Financial Reports

Balance Sheet/Comparative Income Statement

January 1 – May 31, 2021

8. Next meeting date to be held Monday, August 16th, 2021 at 9:30 am via zoom.

9. Meeting Adjourned at 10:52 am.

Chair

Date