



Coastal Water Suppliers Association Annual General Meeting Minutes

Thursday November 17, 2022

12:45 pm

Coast Bastion Hotel, 11 Bastion Street, Nanaimo, BC
Chemainus/Port Alberni Room

Attendance: Board Chair:
Larry Dawe
Directors:
Leon Cake, Vern Rogers, & Joe Woolls
CWSA Administrator:
Caroline Stillinger

Members - Water Purveyors:

Braithwaite Estates Improvement District, Administrator Karen Berezki
Cherry Creek Waterworks District, Administrator Wesley Kovaks-Flood
City of Campbell River, Water Manager Steven Roehr
Qualicum Bay Horne Lake Waterworks District, Officer Leigh Fagerlund
Qualicum Bay Waterworks, Chair Jeff Cain
Qualicum Bay Waterworks, Trustee Irene Doyle
Qualicum Bay Waterworks, Trustee Mark Smailes
Savary Shores Improvement District, Trustee Bryan Miles

Associate Members:

Gentis Water Company Ltd., Owner and President Kerry Anne Sheehan
Island Health, Stacey Sowa CPHI(C), B.Sc, B. Tech, Drinking Water Coordinator
MPE Engineering Ltd., Automation & Controls Team Lead Bart Nelissen
Mueller Water Products, Territory Manager Joel Sansome

1. Call to Order

Chair, Larry Dawe called the meeting to order at 12:45 pm.

2. Approval of Agenda

Motion to approve the Agenda as distributed.

Moved by Director, Vern Rogers

Seconded by Member, Bryan Miles

CARRIED

3. Approval of AGM Meeting Minutes April 22, 2021

Motion to approve the Annual General Meeting Minutes of April 22, 2021 as presented.

Moved by Member, Jeff Cain

Seconded by Member, Karen Berezki

CARRIED

Cherry Creek Waterworks District, Administrator Wesley Kovaks-Flood joined the AGM at 1:00 pm.

4. **Chairman's Report**

Chair, Larry Dawe discussed the following topics and communication with CWSA Membership.

- Annual General Meeting time of year preference.
- Preference to hold future meetings in-person, zoom, or hybrid.
- CWSA's mission to increase membership status with improvement districts.

5. **Approval of 2021 Financial Statements**

The December 31, 2021 Balance Sheet and Comparative Income Statement 2021 were distributed to members for review. The year-end bank balance is \$34,630.71.

Cherry Creek Waterworks District, Administrator, Wesley Kovacs-Flood reviewed the 2021 CWSA financial statements on April 6, 2022 and found no discrepancies.

Motion to adopt the Comparative Income Statement 2021 as circulated and Balance Sheet 2021 as circulated.

Moved by Member, Leigh Fagerlund

Seconded by Member, Bryan Miles

CARRIED

6. **Changes to Constitution and Bylaws**

Chair, Larry Dawe explained, amendments to the CWSA Constitution and Bylaw were approved at the Annual General Meeting April 22, 2021 and by Special Resolution on June 14, 2021.

The Constitution and Bylaw amendments are listed in the April 22, 2021 AGM meeting minutes, as distributed. Copies of the full Constitution Bylaw were distributed to the members.

No changes were presented to the Constitution and Bylaws.

7. **Membership Rates:**

The Membership rates were distributed and presented online to the Members.

Chair, Larry Dawe reviewed the Membership rates and noted the rates were increased at the April 21, 2021 AGM.

Discussion: no change to the 2023 membership rates.

8. **Election of Directors**

Nominations accepted for two-year terms - five (5) positions

Positions Expired - four (4) positions

Chair, Larry Dawe

Director, Leon Cake

Director, Vern Rogers

Director, Joe Woolls

Position Available - one (1) position

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

Nominees: Larry Dawe,
 Leon Cake,
 Vern Rogers,
 Joe Woolls

Motion by Chair, Larry Dawe to approve the slate of four Nominees as presented.

M/S/A as presented. All nominees were approved by unanimous vote.

CARRIED

CWSA Directors discussion:

Director, Leon Cake, has been a volunteer CWSA director since 1979.

Director, Leon Cake explained the purpose of CWSA is an improvement districts association, and that CWSA's mission is to provide improvement districts and small water systems direction, protection of water, and safety for customers.

9. **Adjournment**

Motion to adjourn the Coastal Water Suppliers Association Annual General Meeting.

Moved by Director, Vern Rogers

Seconded by Member, Karen Bereczki

CARRIED

The Meeting adjourned at 1:14 pm.

Chair

Date