



Coastal Water Suppliers Association  
Meeting Minutes of Monday, February 13, 2023 5:00 pm  
Location: Zoom - virtual & in-person 2740 Weeks Rd, Shawnigan Lake, BC

Directors Present: Larry Dawe, Chair  
Vern Rogers  
Joe Woolls

Regrets: Leon Cake

Administrator: Caroline Stillinger

1. The meeting was called to order at 5:05 pm by Chair, L. Dawe.

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

MOTION:

To adopt the February 13, 2023 meeting Agenda as presented.

Moved: Director, V. Rogers

Seconded: Director, J. Woolls

CARRIED

3. Minutes

a. Approval of Meeting Minutes held November 8, 2022

MOTION:

To adopt the Meeting November 8, 2022 Minutes.

Moved: Chair, L. Dawe

CARRIED

4. Business Arising/Old Business

N/A

5. Correspondence

a. Water Supply Association of BC (WSABC) Theme - "Watershed Governance"

Spring Workshop March 30 and 31, 2023 Kelowna, BC

Presentation request: CWSA Directors presentation for March 31 technical & industry updates

Chair, Larry Dawe to present at the WSABC conference on Friday, March 31, 2023.

Presentation topic: CWSA activities, existence, and review of November 2022 speakers.

b. Other Related Events

**Water Supply Association of BC (WSABC) Spring Workshop**

March 30 to 31, 2023 - Kelowna, BC

**BC Ground Water Association (BCGWA) Convention, Trade Show and AGM**

April 13 to 15, 2023 - Penticton, BC

**BC Water & Waste Association (BCWWA) Annual Conference & Trade Show**

May 14 to 16, 2023 - Penticton, BC

**Environmental Operators Certificate Program (EOCP) Annual Conference**

Sept 11 to 13, 2023

6. New Business

a. 2023 CWSA Newsletter & Annual Membership renewal forms distributed Feb 6

b. 2023 CWSA Annual Conference

Discussion: potential to move the annual conference to Spring 2024

c. 2023 CWSA Workshop

Discussion: to hold a full day in-person Workshop for CWSA Members including administrators and board of Trustees May 1 or May 2, 2023.

Topic/s: Management vs Governance

d. 2023 CWSA Operator Training sessions

Director, V. Rogers suggested to offer approved training registry, Operator sessions videos on the CWSA website similar to the American Water Works Association (AWWA) and Universities.

Discussion: potential to hold in-person and/or on-line two training sessions, May 1 to 2, 2023 and October or November.

Director, J. Woolls to contact Darcy Dragonetti Group, Public Operations Training and Consulting Services.

Operator course topics: hydrant maintenance and small water systems

7. Financial Report

a. Balance Sheet/Income Statement

January 1 to December 31, 2022

b. Conference Budget

November 16 to 17, 2022

Discussion: 2022 and previous conference shortfalls.

Directors priority is to provide value in Administrative Workshops and Operator training sessions.

Current financial awareness and strategy to recover losses as a non-profit association.

8. Next meeting date to be held Monday, March 13, 2023 at 4:30 pm.

9. Meeting Adjourned at 5:57 pm.

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Chair

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Date