



# EOCP

Environmental Operators  
Certification Program

# ANNUAL REPORT 2018

**10 O'CLOCK AND  
ALL IS WELL...**

**THANKS TO WATER  
AND WASTEWATER  
OPERATORS.**

*Photo: Cindy Watson*

## MESSAGE FROM THE DIRECTORS AND STAFF

Dear Stakeholders of the EOCP

2018 proved to be a critical turning point for the EOCP with several significant initiatives coming to fruition.

First and foremost was completion of the platform for the Customer Relationship Manager (CRM), the largest project ever undertaken by the EOCP in its 50 plus year history. This CRM launches the EOCP as the North American leader in the facility classification and Operator certification area – no other jurisdiction has a system with this level of breadth or functionality. While overseeing a customized project has been time consuming, the benefits are that the EOCP owns the CRM, it has been built to fit our own unique needs, and there are no annual licensing fees.

Related to this, while the EOCP's new facility classification models were launched in 2017, in 2018 these models were incorporated into the CRM. This change allows Chief Operators and Persons in Charge to complete the classification process online and the information is retained within the facility's records making it easier for the Chief Operator, regulators, as well as EOCP staff to review the information efficiently.

The EOCP has also been working with the regulatory agencies in BC and YK to ensure Operators maintain certification. The new CRM allows for improved monitoring of Operator status and allows for easier report generation related to compliance. The evidence shows that protection of public health and the environment is improved considerably when facilities/systems are staffed with trained and certified Operators, and the EOCP is working with its stakeholders to achieve this.

Furthermore, related to facility classification and Operator certification, the EOCP's Program Guide also underwent significant updates, and the new Program Guide can be viewed/downloaded at <https://tinyurl.com/y3x6ulkp>

Concurrent with the CRM launch, the components for the EOCP's first-ever Conference were completed. Without hiring any extra staff, the EOCP team managed a brand-new conference that was a successful sold-out event. Designed for Operators by Operators, with the theme 'ENQUIRE-LEARN-APPLY', the presentations involved hands-on components, and it was gratifying to present EOCP's awards at our own Awards Gala. In addition to previous EOCP awards, Operator of the Year, Corporate Recognition, Outstanding Student, and Bert Caine; a new award for Innovation was also presented.

At the close of the conference, a 'lessons learned' list was compiled, and together with feedback from attendees, the team started work on the next conference. The EOCP's next conference has the

theme 'Leading Edge' and will be held in Vancouver from the 14th to the 16th of September 2020. We expect this to be an even bigger and better event, so make sure to save the date!

In 2018, the EOCP was able to pull together significant information on facility classification and Operator certification for the BC Provincial Health Officer's Drinking Water Report. This report evaluates drinking water protection activities in BC for fiscal years 2012-2013 through to 2016-2017, and will be available in June 2019 at <https://tinyurl.com/y6spal69>

The EOCP also worked closely with BC's Auditor General for Local Government, who has been compiling information for booklets related to drinking water. The EOCP provided information for two documents, 'Primer on Drinking Water Management in British Columbia' (released in December 2018), and 'Considerations for Local Government Administrators-Integrated Drinking Water Management' (Spring 2019 release date). These booklets can be viewed/downloaded at <https://tinyurl.com/y6ed5rv9>

With our ongoing goal of providing Operators the ability to write exams when and where they need, 250 exam sessions were held for 1,064 Operators in 2018. The CRM has made the process to apply for exams more streamlined and efficient, and typically more than 100 locations across BC and YK can be viewed at any given time for exam location selection.

On an international level, the EOCP became the founding partner of Operators Without Borders (OWB). Recognizing the need for support in post-disaster situations, Operators can now volunteer to support their peers who work in less fortunate circumstances, and help them get systems functioning again. In 2018 several Operators travelled to Dominica to provide support, and missions are planned for 2019 as well.

We enjoy working with our stakeholders, and look forward to a future where everyone in BC and YK has safe drinking water and wastewater management – we believe this goal is achievable.

Brian Dean, Chair, Board of Directors  
Kalpna Solanki, Chief Executive Officer







## EOCP'S INAUGURAL TRADESHOW AND CONFERENCE

by **Kalpna Solanki BSc MBA CPHI(C)**

Last September 2018, at the age of fifty-two, the EOCP held its very first tradeshow and conference for British Columbia and Yukon Operators.

So, how did this all come about? Two years ago, when I joined the EOCP as its CEO, we surveyed our membership to find out what Operators wanted. Amongst other things, BC and YK Operators said they wanted a tradeshow and conference that was theirs – Designed by Operators, For Operators, and our entire team worked together to make it happen.

I have to say that I am very lucky because I have an awesome job, and I work with some truly remarkable people. Over the years I have worked with many boards, and I have to say that the EOCP board is excellent and works hard to serve its membership. I also work with the most amazing staff team. Over the past year, in addition to implementing a new Customer Relationship Management system, new Facility Classification models, and their regular responsibilities, all of them took on major roles related to the conference so that we did not have to hire any extra staff to take care of the numerous conference details.

A huge thank-you also to all of our attendees – we had a sold-out attendance of our goal of 300 Operators. With the theme of 'Enquire – Learn – Apply' the EOCP team worked really hard to put together a robust program that involved the 'who's who' of the water/wastewater training industry. All of the presenters were well received, and volunteered their time to come and present. Last, but definitely by no means least, my sincere appreciation to our sponsors whose generosity enabled the EOCP to offer such an inexpensive registration fee for Operators.

The Awards Gala also provided us with an opportunity to celebrate the champions of the water/wastewater industry. Awards went to:

- 1. Operator of the Year** – Warren Brown, Lytton First Nation
- 2. Bert Caine** – Brian Thorburn, EPCOR
- 3. Corporate Recognition** – J. Ivor Norlin and Interior Health Authority
- 4. Innovation** – Utility Services Maintenance Division, City of Kamloops
- 5. Outstanding Student** – Lauren Lacey, Okanagan College (No photo available)

*EOCP conference continued page 4*







## OPERATORS WITHOUT BORDERS – MAKING A DIFFERENCE

When Kalpna Solanki started working at the Environmental Operators Certification Program (EOCP) a few years ago, she couldn't understand why there wasn't an organization utilizing the skill set of Operators - an organization similar to Doctors Without Borders or Engineers Without Borders.

When the opportunity came up for the EOCP to be the Founding Partner of Operators Without Borders, the EOCP's Board and staff did not hesitate.

Utilizing the combined skill set of several industry leaders, the Operators Without Borders name was trademarked, the organization was incorporated as a non-profit, the domain name registered, a logo was designed, the new organization's Bylaws were created, fundraising efforts were initiated, and volunteer certified Operators were sought.

The impetus for OWB was when Hurricane Maria made landfall in Dominica. The category 5 storm decimated housing, infrastructure, and natural vegetation across the country. A team of three Canadian volunteer certified Operators was soon mobilized to help repair water and wastewater treatment systems in Dominica.

Whether there is a disaster or not, there will always be demand for volunteer certified Operators, especially those with experience running facilities and providing training, and work continues to get more volunteer certified Operators. The host country's utilities provide accommodation and meals, however airfares need to be covered by OWB, and the greatest need at this time is funding to cover these. Assistance with travel and accident insurance for the volunteer Operators, paid time-off, as well as equipment donations and related shipping costs would also be helpful. If you can help, please contact Operators Without Borders at [info@operatorswithoutborders.org](mailto:info@operatorswithoutborders.org)

*Photos courtesy of Marcel Misuraca.*

*Left – From left to right, Jason Mank and Marcel Misuraca, members of the OCWA Jets, and Glen Ketchum, another Operator from EPCOR in Canada, spent two weeks repairing water and wastewater treatment infrastructure in Dominica.*

*Right – An old water distribution pipe damaged during Hurricane Maria lies on a river bed in Dominica.*

*EOCP conference continued from page 3*

Continuing with our commitment made in 2016: We Asked, You Responded, We Listened, we completed a post-conference survey. See table at right.

Our goal was to have 75% plus Agreed or Strongly Agreed for each category. Based on the feedback related to Question 7, as well as discussions with delegates, we will ensure there is more time allocated between sessions for discussion at our next conference.

#EOCP 2020 will be 14-16 September 2020 (Marriott Pinnacle, Vancouver) – please save the date. We will send you a reminder, or two, or three to make sure you don't forget! In the meantime, feel free to review the #EOCP2018 presentations and enjoy the photo collection at <https://eocp.ca/eocp-conference/>.

1. How did you find out about the conference?	
EOCP emails	59 %
Colleagues	16 %
PERCENT AGREED OR STRONGLY AGREED	
2. Did you have enough notice for the conference?	98 %
3. The online conference registration process was straightforward.	98 %
4. The conference app was useful.	78 %
5. The conference met my expectations.	88 %
6. The conference was well structured.	90 %
7. There was enough time for discussion.	69 %
8. The conference location was convenient.	79 %
9. I would be interested in attending the EOCP's conference in Vancouver in September 2020.	90 %

## GOVERNANCE

AT ITS ANNUAL GENERAL MEETING IN JUNE 2016, THE MEMBERSHIP OF THE EOCP RATIFIED THE NEW CONSTITUTION AND BYLAWS WHICH STATE:

**1. The Society will be governed by a Board comprised of nine Directors, each of whom must be:**

- a. elected by the members; and,
- b. each of whom shall be entitled to vote at a meeting of the Board.

**2. In addition, the following persons shall serve as Directors of the Society without a vote and who will not count toward a quorum of the Directors:**

- a. a Director appointed by the Ministry of Environment of the Province of British Columbia;
- b. a Director appointed by the Ministry of Health of the Province of British Columbia; and,
- c. the immediate Past Chair of the Society, subject to the approval of the Directors.

## EOCP BOARD OF DIRECTORS



### BRIAN DEAN – CHAIR

Brian runs a small operations and training company (Dean Environmental Inc.) which operates out of Summerland B.C. After graduating from Okanagan University College in Water Quality Technology in 1994 Brian has been training First Nations both in resources based surveillance techniques and infrastructure operation. Currently, Brian is active as a water and wastewater operations and repair contractor. Brian was elected to the EOCP Board of Directors in May 2016.



### MIKE FIRLOTTE – CHAIR ELECT

Mike Firlotte started his career in water quality in 1998 at the Okanagan College Water Quality Program. Since graduating, he has worked in many different capacities in the water and wastewater industry. 11 years ago, Mike was hired as an operator for the City of Kamloops, and worked his way into a management position overseeing the utility services division. In 2018, Mike moved to his current role at the City of Penticton as the Water Quality Supervisor. Mike also contracts his services to different instruction providers to teach water treatment and small water system courses. Mike was elected to the EOCP Board of Directors in May 2017.



### ALLISON O'NEILL - TREASURER

Allison is a professional engineer and has more than 12 years of civil and environmental engineering experience. She has consulted on projects primarily located in British Columbia and Alberta with a focus on brownfield redevelopment. Allison has been with Okanagan College Water Engineering Technology program since 2004, and is currently the Department Chair. Allison has taught a wide ranges of courses including hydrology, hydrogeology, hydraulic engineering, municipal distribution and collection systems, surveying, and water law. She is also a long-time member of the Okanagan Basin Water Stewardship Council. Allison was elected to the EOCP Board of Directors in June 2018.



### MAURICE VALCOURT - SECRETARY

Maurice has been with Big White Ski Resort for 37 years, and has 27 years of experience in the utilities arena. Maurice is certified in the following areas: Level III Water Distribution, Level II Water Treatment, Level II Wastewater Collection, and Level III Wastewater Treatment. Maurice was appointed Vice-President of Utilities in 1997 and has overseen the expansion and development of the Water, Sewer and Gas companies at the Resort. Maurice was elected to the EOCP Board in May 2016.

## EOCP BOARD OF DIRECTORS, CONTINUED



### ROB FLEMING – PAST CHAIR

Rob worked as Environmental Health Officer for 20 years with a focus on the water and wastewater industry, and applicable legislation. He has built many successful relationships with a collaborative approach when working with municipal, regional and senior government staff, as well as with other internal and external stakeholders. Rob brings energy and passion for water and wastewater management to the Board along with his perspective as a regulator on system operations, and the challenges experienced regarding Certification and Classification. Rob was elected to the EOCP Board of Directors in May 2015.



### PETER COXON – DIRECTOR

Peter has more than 30 years of experience consulting on all aspects of water system planning, supply, treatment, design, and construction management. He has worked for a wide variety of municipal, First Nations, and private clients in South Africa, Ontario, USA, British Columbia, and Alberta. Peter has been with Urban Systems in Kamloops since 1993, and is currently a senior project leader and principal. Peter also assists with the leadership of the various education and development programs undertaken by the Urban Systems Foundation in Uganda. Peter was elected to the EOCP Board of Directors in May 2016.



### JEFF CULHANE – DIRECTOR

Jeff has worked for the Township of Langley for 15 years. Jeff has worked as Utilities maintenance worker, relief foreman, Junior water system operator, and currently he is the Intermediate Water Systems Operator. Jeff has been a Certified Operator since 2008, and currently holds WD Level IV and WT Level II Certifications, and recently received his diploma from the Thompson Rivers University's Water Treatment Program. Jeff was elected to the EOCP Board of Directors in May 2017.



### KRISTA DERRICKSON – DIRECTOR

Krista Derrickson is a member of Westbank First Nation, and the Manager of Utilities at WFN - one of BC's largest First Nation purveyors of water with more than 6,100 water connections. Krista held the Operator/Environmental Officer position at WFN for more than 7 years, and then moved to Vancouver in 2009 to take a position with Indigenous and Northern Affairs Canada (INAC) in the BC Region. At INAC she worked on training programs for Operators who work for First Nation communities throughout BC. Here she helped create and approve new training courses and ideas through working closely with outside training providers. Krista also managed the Circuit Rider Training program that consists of hands-on training and mentoring for the Operators who work for the 203 First Nation communities throughout British Columbia. Krista also organized and hosted the annual First Nation Operators conference for several years.



### JIM MCQUARRIE – DIRECTOR

Jim has worked with Metro Vancouver in the Wastewater Treatment Division for the past 34 years. He has held a Level IV Municipal Wastewater Treatment Operator Certificate since 1998. During his career as an Operator he has seen the EOCP grow, and has directly benefited from the professional respect and increased career advancement opportunities the Program has provided. Jim has volunteered with the Training Registry as a Subject Matter Expert (SME), and most recently has volunteered his time during the development and pilot-testing of EOCP's new Facility Classification models. Jim was re-elected to the EOCP Board of Directors in May 2017.



## EOCP STAFF



### **KIM EAMES** Office Manager and Board Secretariat

Kim Eames is the Office Manager and Board Secretariat at the EOCP and has been with the organization for 16 years. Her primary roles at the EOCP include reviewing applications for certification and providing Board related support. Kim is also a member of the Canadian Water and Wastewater Operator Certification Committee (CWWOCC) which works with other jurisdictions to review Canadian Operator certification best practices. She is married and has a 10-year-old son.



### **STEPHANIE HALL** Exam Co-Ordinator

Stephanie has been with the EOCP since August 2008 on a temporary basis as a maternity leave replacement and accepted a full-time position in August 2009. Her main tasks involve co-ordinating web-based exams throughout BC and Yukon and issuing official letters and certificates for operator exam results. Stephanie finds that web-based exams enable operators to write their exams closer to home and reduce travel. Results then also appear on screen within minutes, instead of weeks!



### **JENNI GREEN** Technical Expert

Jenni joined the EOCP in 2017 and holds a Bachelor of Engineering from Dalhousie University. She worked in municipal infrastructure with the District of Squamish for four years before starting a land development consulting company. Jenni is passionate about the water industry and loves working in a hands-on environment, and enjoys working to find ways to make operations easier and more efficient. Jenni brings a positive and collaborative approach to the new facility classification roll out. She looks forward to working with operators across the province on a number of initiatives. Jenni is an outdoor recreation enthusiast and spends much of her free time adventuring in the mountains with her husband and new baby.



### **HEATHER REYNOLDS** Program Assistant

Heather Reynolds started part-time with the EOCP in June 2007, and full-time as of September 2010. Her main responsibilities pertain to CEU Entries, Facility Classifications, and Operator Renewals. When you call the Office, you will probably hear her cheerful voice greet you. Beyond EOCP, Heather is a Square Dance Caller/Cuer in the Vancouver Region.



### **KALPNA SOLANKI** Chief Executive Officer

Kalpna holds an MBA and BSc from Simon Fraser University, and a Diploma in Environmental Health from the British Columbia Institute of Technology. Kalpna is the Chair of the Canadian Water and Wastewater Operator Certification Committee and enjoys volunteering in her local community - previously she was president of the Canadian Red Cross Lower Mainland Region, president of the Simon Fraser University Alumni Association, and director with Big Brothers of the Lower Mainland. When not at work, Kalpna enjoys spending time outdoors hiking with her two Belgian shepherds, and outrigger paddling in Burrard Inlet.

# FINANCIALS

ABRIDGED VERSION

FULL FINANCIALS ARE AVAILABLE AT THE EOCP WEBSITE

[WWW.EOCP.CA](http://WWW.EOCP.CA)

## ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM SOCIETY

### Statement of Revenues and Expenditures

Year Ended December 31, 2018

	2018	2017
<b>REVENUES</b>		
Member dues	\$ 294,121	\$ 234,353
Services	251,377	240,858
Grants	-	225,000
Investment income	(7,879)	2,705
Amortization of deferred capital contribution	68,788	70,646
Conference revenues	161,253	-
	<b>767,660</b>	<b>773,562</b>
<b>DIRECT COSTS</b>	<b>5,657</b>	<b>53,162</b>
<b>GROSS PROFIT (99.26%; 2017 - 93.13%)</b>	<b>762,003</b>	<b>720,400</b>
<b>EXPENSES</b>		
Advertising and promotion	19,906	21,692
Amortization	123,383	76,555
Bad debts (recovery)	35,019	(7,492)
Conference expenses	161,608	13,012
Exams, taxes, licenses and memberships	74,205	61,516
Delivery, freight and express	5,967	13,299
Personnel costs	309,440	301,751
Equipment rentals	3,428	4,628
Insurance	3,094	3,919
Interest and bank charges	14,566	9,281
Meals and entertainment	3,296	6,133
Meetings and travel	36,211	39,787
Miscellaneous	-	880
Office and computer supplies	25,143	26,335
Professional services	32,835	33,146
Occupancy costs	33,177	37,757
Repairs and maintenance	3,494	3,163
Utilities	4,863	2,612
Sub-contracts	47,083	31,064
Supplies	1,562	2,266
Professional growth	940	1,486
	<b>939,220</b>	<b>682,790</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES</b>	<b>\$ (177,217)</b>	<b>\$ 37,610</b>



## Statement of Financial Position

December 31, 2018

	2018	2017
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 112,106	\$ 209,039
Marketable securities (Note 3)	8,606	59,210
Accounts receivable (Note 4)	189,571	224,059
Prepaid expenses	24,748	22,830
	335,031	515,138
<b>TANGIBLE CAPITAL ASSETS (Note 5)</b>	<b>554,190</b>	<b>522,290</b>
	<b>\$ 889,221</b>	<b>\$ 1,037,428</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable	\$ 121,465	\$ 53,439
Goods and services tax payable	9,731	5,862
Wages payable	1,425	-
Deferred income	306,344	281,866
	438,965	341,167
<b>DEFERRED CAPITAL CONTRIBUTION (Note 6)</b>	<b>-</b>	<b>68,788</b>
	<b>438,965</b>	<b>409,955</b>
<b>NET ASSETS</b>	<b>450,256</b>	<b>627,473</b>
	<b>\$ 889,221</b>	<b>\$ 1,037,428</b>

## Statement of Changes in Net Assets

Year Ended December 31, 2018

	2018	2017
<b>NET ASSETS - BEGINNING OF YEAR</b>	<b>\$ 627,473</b>	<b>\$ 589,863</b>
<b>DEFICIENCY OF REVENUES OVER EXPENSES</b>	<b>(177,217)</b>	<b>37,610</b>
<b>NET ASSETS - END OF YEAR</b>	<b>\$ 450,256</b>	<b>\$ 627,473</b>

## Statement of Cash Flow

Year Ended December 31, 2018

	2018	2017
<b>OPERATING ACTIVITIES</b>		
Cash receipts from contributions and members	\$ 722,818	\$ 694,484
Cash paid to suppliers and employees	(718,939)	(697,727)
Goods and services tax	3,869	7,904
Cash flow from operating activities	7,748	4,661
<b>INVESTING ACTIVITY</b>		
Purchase of tangible capital assets	(155,284)	(447,591)
Net change in marketable securities	50,602	197,552
Cash flow used by investing activity	(104,682)	(250,039)
<b>DECREASE IN CASH FLOW</b>	<b>(96,934)</b>	<b>(245,378)</b>
Cash - beginning of year	209,039	454,417
<b>CASH - END OF YEAR</b>	<b>\$ 112,105</b>	<b>\$ 209,039</b>

## Notes to Financial Statements

Year Ended December 31, 2018

## 1. PURPOSE OF THE SOCIETY

Environmental Operators Certification Program Society (the "society") is a not-for-profit organization incorporated provincially under the Society Act of British Columbia. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The society's mandate is to protect human health, the environment and the investment in facilities through increased knowledge, skill and proficiencies of the members of the program in all matters relating to water treatment and distribution and wastewater collection, treatment and disposal.

## 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFP) and, in management's opinion, with consideration of materiality and within the framework of the following accounting policies:

Revenue recognition

Environmental Operators Certification Program Society follows the deferral method of accounting for contributions, which include government grants. Grants are recorded as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Unrestricted contributions are recognized as revenue when initially recorded in the accounts.

Membership fees are accrued in the year to which they are applicable.

Externally restricted contributions are deferred when initially recorded in the accounts and recognized as revenue in the year in which the related expenses are recognized.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in treasury bills and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial assets measured at fair value include marketable securities.

Measurement uncertainty

When preparing financial statements according to ASNPO, management makes estimates and assumptions relating to:

- reported amounts of revenues and expenses
- reported amounts of assets and liabilities
- disclosure of contingent assets and liabilities.

Estimates are based on a number of factors including historical experience, current events and actions that the society may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. By their nature, these estimates are subject to measurement uncertainty and actual results could differ. In particular, estimates are used in accounting for certain items such as allowance for doubtful accounts.

Foreign currency translation

Accounts in foreign currencies have been translated into Canadian dollars using the temporal method. Under this method, monetary assets and liabilities have been translated at the year end exchange rate. Non-monetary assets have been translated at the rate of exchange prevailing at the date of transaction. Revenues and expenses have been translated at the average rates of exchange during the year, except for amortization, which has been translated at the same rate as the related assets.

Foreign exchange gains and losses on monetary assets and liabilities are included in the determination of earnings.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a straight-line basis at the following rates and methods:

Computer equipment	30%	straight-line method
Computer software	20%	straight-line method
Furniture and fixtures	20%	straight-line method

The society regularly reviews its tangible capital assets to eliminate obsolete items. As at December 31, 2018, no capital assets had been identified which required a write-down.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Comparative figures

Certain comparative amounts have been reclassified to conform to the current year's presentation. The cash flow has been presented to more closely match current year requirements.

Contributed services

The operations of the society depend on both the contribution of time by volunteers. The fair value of donated services cannot be reasonably determined and are therefore not reflected in these financial statements.

## 3. MARKETABLE SECURITIES

	2018	2017
Investors Income Plus Portfolio B	\$ 8,606	\$ 59,210
	\$ 8,606	\$ 59,210
Cost	\$ 8,978	\$ 57,239

## 4. ACCOUNTS RECEIVABLE

	2018	2017
Membership dues receivable	\$ 214,321	\$ 244,314
Allowance for doubtful accounts	(24,750)	(20,255)
	\$ 189,571	\$ 224,059

## 5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2018 Net book value	2017 Net book value
Computer equipment	\$ 24,194	\$ 12,146	\$ 12,048	\$ 19,306
Computer software	717,592	184,979	532,613	496,381
Furniture and fixtures	25,353	15,824	9,529	6,603
	\$ 767,139	\$ 212,949	\$ 554,190	\$ 522,290

## 6. DEFERRED CAPITAL CONTRIBUTION

Deferred capital contribution represents funding received from the Ministry in 2016 to acquire a new member software system. The deferred contribution is amortized to operations on the same basis as the related software amortization.

	2018	2017
Deferred capital contribution - addition and closing balance	\$ -	\$ 68,788

## 7. CONTRACTUAL OBLIGATIONS

The Society entered into a lease agreement for premises with the Salvation Army expiring June 30, 2019 with a five year option for renewal on terms to be negotiated. Rent is calculated at 6% of gross receipts with a minimum monthly rental of \$1,400 or \$16,800 per annum. In addition, the lease requires payment for strata fees and property taxes of approximately \$879 per month.

The Society entered into a lease agreement for the use of an office photo copier with CBSC Capital Inc. expiring October 31, 2023. The term of the lease is 66 months constituting a total of 22 quarterly payments of \$567.00, plus applicable taxes.

The Society entered into a lease agreement for the use of an office postage meter with Pitney Bowes Leasing expiring July 31, 2021. The term of the lease is 60 months constituting a total of 20 quarterly payments of \$71.18.

Contractual obligation repayment schedule:

2019	\$ 11,741
2020	3,341
2021	3,112
2022	2,427
2023	2,427
	\$ 23,048

## 8. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the society's risk exposure and concentration as of December 31, 2018.

*(a) Credit risk*

Credit risk arises from the potential that a counter party will fail to perform its obligations. The society is exposed to credit risk from members. In order to reduce its credit risk, the society reviews a member's credit history before extending credit and conducts regular reviews of its existing member's credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The society has a significant number of members which minimizes concentration of credit risk.

*(b) Liquidity risk*

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its members and funders and other related sources.

Unless otherwise noted, it is management's opinion that the society is not exposed to significant risks arising from these financial instruments.

## 9. GOING CONCERN

The accompanying financial statements have been prepared on the going concern assumption that the society will be able to realize its assets and discharge its liabilities in the normal course of operations.

## 10. SUBSEQUENT EVENTS

The following events occurred subsequent to the fiscal year end:

Ministry of Health 2018 Grant:

On February 22, 2019, the Society entered into a grant agreement with the Minister of Health (the "Province") for the 2018 Development of Business Plan for Classification and Certification and EOCP operating costs for the classification and certification programs as a certifying body for the Province of BC Project.

This agreement has a commencement date of March 4, 2019 with a completion date of no later than March 31, 2019 for EOCP operating costs for classification and certification programs and March 31, 2020 for the business plan.

The Province will make a financial contribution toward the Eligible Project Costs of the Recipient equal to \$150,000.00 being the maximum amount of funding approved by the Province.



## STATISTICS

**1,064**  
OPERATORS  
WROTE  
EXAMS

**250**  
EXAM  
SESSIONS  
HELD

**225**  
LEVEL I - IV  
SYSTEMS  
RE/CLASSIFIED

**2,731**  
OPERATORS  
SUBMITTED  
CEUS

### Exams

- **1,064** exams were written in 250 exam sessions in 2018.

### Facilities

- **324** facilities were newly classified or reclassified in 2018.

### Continuing Education Units (CEUs)

- In 2018, 8,812 CEUs were entered for 2,731 Operators.
- This means that these Operators, in total, took 88,120 hours of training in 2018!

### FACILITY CLASSIFICATION for the year 2018

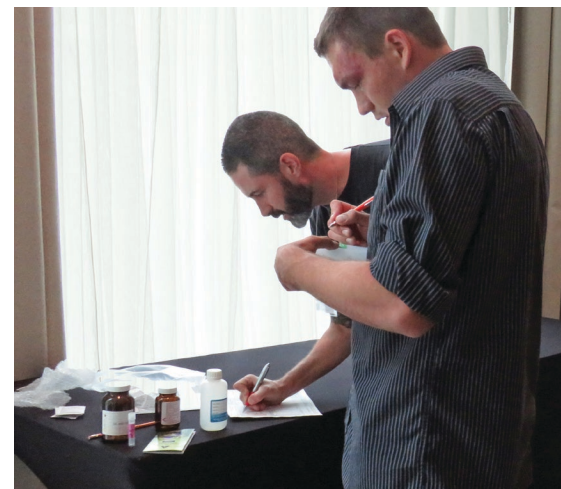
Classification	IV	III	II	I	Other	Total
WT	17	40	119	61		<b>237</b>
WD	33	58	167	143		<b>401</b>
WWC	5	20	74	120		<b>219</b>
MWWT	25	28	76	56		<b>185</b>
IWWT	1	1	5	1		<b>8</b>
SWS					894	<b>894</b>
SWWS					201	<b>201</b>
Total	81	147	441	381	1,095	<b>2,145</b>

### OPERATOR CERTIFICATION for the year 2018

Classification	IV	III	II	MUII	I	MUI	OIT	Total
WT	47	88	201	8	320	17	37	<b>718</b>
WD	77	164	684	11	679	20	39	<b>1,674</b>
WWC	14	55	397	10	567	21	30	<b>1,094</b>
MWWT	103	107	197	6	247	21	36	<b>717</b>
IWWT		4	20		15			<b>39</b>
BWD								<b>42</b>
SWS								<b>689</b>
SWWS								<b>267</b>
Total								<b>5,240</b>

### Definitions

WT	Water Treatment
WD	Water Distribution
WWC	Wastewater Collection
MWWT	Municipal Wastewater Treatment
IWWT	Industrial Wastewater Treatment
BWD	Bulk Water Delivery
SWS	Small Water System
SWWS	Small Wastewater System





# SAVE THE DATE

## EOCP TRADESHOW AND CONFERENCE

### 14-16 SEPTEMBER 2020

#### 2018 CONFERENCE FEEDBACK

“Great job, especially for a first conference! As a speaker I found the experience very professional, well organised and useful. It was an excellent opportunity to meet operators in BC and learn from them.”

- Presenter

“The conference was well organized and thought out. Can't wait for the 2020 conference.”

- Conference Delegate

“Very well organized and structured! Kudos to all the EOCP staff and volunteers!”

- Conference Delegate

“You guys raised the bar – this was an excellent tradeshow. We will be back!”

- Vendor

TRANSPORT

LEADERSHIP

WASTEWATER

WATER

#### 2020 CONFERENCE THEME

## LEADING EDGE

#### Four learning streams:

- water
- wastewater
- transport  
(distribution and collection)
- leadership

Wastewater workshop at 2018 conference.



## EOCP TRADESHOW AND CONFERENCE

*Designed for Operators, by Operators.*

**VENUE: Marriott Pinnacle Hotel  
Vancouver, BC.**

For more information, check out the  
EOCP website or contact the EOCP.

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