

**ENVIRONMENTAL OPERATORS CERTIFICATION PROGRAM
ANNUAL GENERAL MEETING MINUTES**

**September 17, 2013
Vancouver Island Conference Centre
Nanaimo, BC**

Board Members Present: Mike Gosselin - President Eric Jackson - Director
 Pat Miller - Vice President Tim Lambert - Director
 Brian Thorburn - Treasurer Shawn Sanders - Director
 Chris Brown - Secretary Bob Smith - Director
 Darryl Bjorgaard - Director

Operators: 20 Operators present

1. The meeting was called to order at 4:27 PM

2. Adoption of the Agenda for the 2013 Annual General Meeting

Moved: Shawn Sanders / Darryl Bjorgaard: That the agenda for the 2013 AGM be adopted as presented. All in favour.

Carried

3. Adoption of the Minutes of the 2012 Annual General Meeting

The minutes for the 2012 AGM have been available for viewing on the EOCP website since September 2012.

Moved: Chris Brown / Graeme Faris: That the minutes of the 2012 Annual General Meeting be adopted with no changes. All in favour.

Carried

4. President's Report

Mike Gosselin welcomed the Operators who attended the AGM. He also thanked the Public Works Association of BC for allowing us to take part in their conference. He advised that working well together with different organizations allows us to hold meetings in different areas of the province. It is part of our outreach to meet Operators and to make the EOCP more accessible to them. He introduced the EOCP Directors to the Operators & advised that Directors are the EOCPs largest asset. All work done by Directors is on a volunteer basis. He thanked them for their time and dedication.

The EOCP is currently looking into replacing the Executive Director, and that a new Executive Director should be in place by the fall of 2013.

The EOCP website has usable portal for Operators. All information regarding Operators is on a secure server for their use. They can use it to look up their status, or review the CEUs we have on file for them, they can also pay their dues online.

2013 has been a stellar year for the EOCP. We are currently working on a classification project for water and wastewater systems, which with help with staffing and DRC.

There were no questions on the President's report.

5. Treasurer's Report

Brian Thorburn advised that we had a good year in 2012. We had a review engagement done & it shows that the EOCP is in good shape. We will have an audit done next year. We have \$200,000 in GIC's. The expenses for 2012 were almost the same as in 2011. We received a grant at the end of the year, and went into the black because of this. We will have added expenses and more projects in 2013. Assets increased last year due to grants, investments etc. We have less cash on hand because of the

GIC's. It is better to be earning a bit of interest rather than just having it sit in a non interest bearing account. We will probably move more to GIC's, and will only keep 4 – 6 months of cash on hand. YTD, we have budgeted a loss of \$17,000 but are currently running at \$50,000. It should be offset by the end of the year.

There were no questions on the Treasurer's report.

Motion: Chris Brown / Doug Regehr: To accept the Treasurer's report as presented.

All in favour.

Carried

6. Election Results for the 2013 Election

This year a total of 170 votes were returned. These are low numbers, and we are trying to work on increasing them for next year.

Mike Gosselin was re-elected in an Operator position.

Tim Lambert was re-elected by acclamation as the Government Representative.

Shawn Sanders was re-elected by acclamation as the Consultant Representative.

Jeff Phillips was newly elected to the Board in an Operator position.

7. Operator of the Year Award

Mike Gosselin gave a history of the award. The 2013 Operator of the Year award was presented to John Halfnights.

8. Proposed Bylaw Change to Allow Electronic Ballots for EOCP Board

Mike Gosselin advised that the item is attached, and has also been on the EOCP website for the last few weeks. We need to change the bylaw in order for us to proceed with electronic ballots. There are 3,200 operators, but they all don't come to an AGM. Online voting would enable a larger percentage of Operators to participate.

Motion: Graeme Faris / Doug Regehr: To accept the bylaw change to accept electronic ballots for voting.

All in favour.

Carried

9. Motion Made and Accepted at the February 18, 2013 Board Meeting to Change Term Limits for Board of Directors From 2 Years to 3 years (proposed bylaw change attached)

Mike Gosselin gave a history of the election process. Currently, we have 2 year terms for Directors. In 1 year, 4 Board members are up for election, and the following year there are 5. There is the potential for 4 new Directors in 1 year and 5 new Directors in the 2nd year. We could possibly have a whole new board with 1 year of experience. The proposal is for 3 year terms with 3 directors up for election each year, to be started with the election in 2013.

Motion: Chris Brown / Eric Jackson: To accept the proposed changes to the term limits for EOCP Board Directors from 2 years to 3 years.

All in favour.

Carried

10. Operators / Facility Report

We currently have approximately 2000 classified facilities, & 3200 active Operators in BC and Yukon. There are approximately 1,550 Operators with multiple certificates. We have a total of 5,800 Operators in the database, this number includes retired and lapsed Operators.

The facility and Operator summary can be viewed on the EOCP website at <http://www.search.eocp.ca/>.

11. Online Operator Applications

Online applications will streamline the process of applying to write exams. The applications went online as of September 13, 2013. We have received 5 online applications as of September 16, 2013.

12. Questions from the Floor

Q. An Operator advised that he wrote his exam 2 years ago. Is there more BC / Canadian content on the test now?

A. We are now using the Canadian standardised exams. The formula sheets are also metric. We have not heard complaints since the new exams have come out.

Q. Why do courses given by BCWWA cover material that is not covered on the test? Why are there questions on the test that are not covered in the courses offered?

A. The courses are not taught to the exam. We provide trainers with the guidelines the exam was built under, we will not give the instructor the exam. BCWWA has done some work upgrading courses and done some online courses, so the courses may be different from what you are used to. Graeme Faris advised that as an instructor, he writes his courses based on the need to know guideline provided by ABC. He tells the students once they get into class that the course isn't taught to the exam. Graeme said the course can not be tailored to the system that a specific Operator works in. This goes towards reciprocity, or even moving to different systems within BC. Mike Gosselin advised that the test is a knowledge and premise for an operator to be mobile and be able to work in different systems without issue.

The Operators were advised that new practice exams are coming out for AWWA, and that WEF will release a new edition of their practice exams this year.

13. Adjournment

Motion: Brian Thorburn / George Foley: To adjourn the meeting at 4:58 PM.

Carried

A door prize was drawn & Mirjam Glass was the winner.