



CPWA Board of Directors
Conference Call
Meeting Summary/Minutes
March 13, 2007

Welcome/Roll Call/Call to Order

The following CPWA Board Members were in attendance: Ian Vaughan, Michel Frenette, Gary Losier, Ian Neville, Terry Ream, Gary Regular and Stan Siu. Marc Gauthier was not able to join the call. Also in attendance were Doug Drever, APWA Region IX Director, Larry Koehle, APWA Region V Director, and Dale Houdeshell, APWA Region VI Director. Jean-Guy Courtemanche, Region I Director, was not able to join the call. Peter King, Megan Zadecky and Becky Wickstrom provided staff support.

Review and Approval of January meeting summary

The Board reviewed and approved the minutes as provided.

Items Arising from Previous Minutes

InfraGuide Update

CPWA issued a letter from President Ian Vaughan to Infrastructure Canada urging them to continue financial support for the InfraGuide project. Despite CPWA and similar efforts made by other organizations, it looks as though InfraGuide is not going to be resurrected in the near future. CPWA has requested a set of the products. Ian Vaughan requested this item remain on the agenda in the coming months as it is an important undertaking for CPWA.

National Asset Management Working Group (NAMWG)

Peter King contacted Peter Enslin regarding his work with the NAMWG. Peter Enslin is interested in continuing to represent CPWA on this working group. Per Peter Enslin, the draft asset management framework and definitions are being circulated for discussion. CPWA staff nor any of the Board members on the call reported receiving these documents. Staff will follow-up with Peter Enslin to get a copy of these documents to circulate for comment.

CPWA Resolution to APWA/Next Steps

The APWA Board of Directors accepted the CPWA Congress resolution, originally promoted by the Ontario Chapter, at their February Board meeting. In addition, the Board charged the APWA Finance Committee to define “adequate financial return” so all parties are clear on the qualifying

criteria for the 2014 Congress. The Finance Committee will meet in April and report back to the APWA Board at their June meeting. The selection process for 2014 will begin in the fall of 2007. Larry Koehle questioned the correspondence that was sent to Ian Vaughan from Peter King, noting that the resolution was accepted by the APWA Board of Directors, not “on a tentative basis” and he did not interpret the APWA Board’s action as requiring further final action on the resolution in June. Other APWA regional directors and Peter King concurred with Mr. Koehle’s understanding of the Board’s action. Peter King noted that Terry Hardy, past president of the Ontario chapter and member of the subcommittee, was provided a copy of the letter to Ian Vaughan; Ian Neville stated the Ontario chapter has discussed approaching Toronto to determining availability of dates in 2014.

Official Signing of the Letter of Agreement

The Letter of Agreement was approved by the APWA Board of Directors at their February meeting and is now in effect. Staff will arrange for both the APWA and CPWA Presidents to officially sign the agreement at the annual business meeting set for Congress in San Antonio.

Letter of Agreement – French Translation

Megan Zadecky reported the Letter of Agreement is in the process of being translated to French and expects to receive the French version this week. It will be distributed when received.

CPWA Congress Lunch Speakers

Peter King reported that invitations have not yet been sent to the identified speakers, the president of the Federation of Canadian Municipalities (FCM) and a representative from the Chartered Accountants, to discuss the new infrastructure reporting requirements that will be required in 2009.

Possible Award to Andre Juneau

Peter King reported that because of the APWA Board’s decision to review and possibly change the criteria for two of APWA’s awards (Honorary Membership and Distinguished Service), these two awards will not be available this year. Based on the APWA Board’s prior actions, there will be no exceptions made to open these awards for 2007. Peter King mentioned one other possibility, that being the Award of Merit. Peter King will provide more information to the CPWA Board so that they can determine if this is appropriate for Mr. Juneau. There was discussion about CPWA creating an award for Mr. Juneau, but the Board decided against this since he was given a CPWA plaque last year.

NPWW Award Presentation update

Ian Neville reported that the Oshawa award ceremony, which was canceled in January due to bad weather, was recently held. He said that it was a positive event. Ian had photos to share with staff from the event. He also reported that he is working with the City of Hamilton to schedule their award ceremony. The date for this is tentatively set for April 11.

NPWW 2007 Update

Megan Zadecky reported that letters were sent to all Canadian Chapter Presidents urging them to secure NPWW proclamations from their premiers. Sample proclamations were included with the

letters. A letter will be sent to the Prime Minister under Ian Vaughan's signature. Megan reminded Board members to follow-up with their chapter presidents on the proclamations.

CPWA will be sponsoring NPWW Awards again this year for member cities/entities in Canada. The criteria will be the same as last year. In the upcoming months before NPWW, staff will announce the Awards and post the criteria. Award submissions will be due in July. Stan Siu and Dorian Wandzura will serve on the selection committee again this year.

“Report Card” Project Update

There is no new news to report on this issue. Staff will follow-up with CSCE to determine the status and offer CPWA's support.

Education Discussion

The Board discussed various education initiatives occurring at the chapter level. Specifically, there was a discussion about the western provinces (Alberta, Saskatchewan, Winnipeg and British Columbia) collaborating on some educational efforts and establishing a meeting late spring or summer to discuss cooperative efforts. Peter King reminded all about the APWA Education Summit to be held in Denver later this spring and encouraged the Board to have their chapters send a representative to this meeting.

2008 CPWA Board meeting in Ottawa

Megan Zadecky reported that the 2008 CPWA Board Meeting is confirmed for January 25 – 26, 2008. The meeting will be held at the Westin in Ottawa.

Other Business

Ottawa Consultant

Peter King is working with Ian Vaughan to finalize the position description. The position will be posted publicly. Ian Vaughan noted the title of the individual is important. Staff will work with Ian Vaughan and other Board Members to determine a title for the consultant/representative that is appropriate and acceptable.

CPWA Staffing

Peter King reported that Megan Zadecky has accepted a new position and will be leaving APWA. For the short-term, Becky Wickstrom, Media Affairs Manager, will be assisting Peter with CPWA activities.

Next Meeting

It was confirmed that the next conference call meeting will be held April 10, 2007 at 1:00 p.m. EST.

The meeting was adjourned at 2:05 p.m.