



CPWA Board of Directors
Conference Call
Meeting Summary
November 13, 2007

Welcome/Roll Call/Call to Order

The following CPWA Board Members were in attendance: Ian Vaughan, Michel Frenette, Gary Losier, Darwin Durnie, Ian Neville, Chris Tobin, Marc Gauthier, and Stan Siu. Also in attendance were Larry Koehle, APWA Region V Director, Doug Drever, APWA Region IX Director, Larry Stevens, APWA Region VI Director and Jean-Guy Courtemanche, APWA Region I Director. CPWA Federal Government Relations Consultant Clarke Cross of Tactix joined the call, and Peter King, Becky Wickstrom and Gail Clark provided staff support.

Ian Vaughan welcomed Ian Neville back to the Board as the Ontario representative and noted he would be serving until the chapter designated a new member. Ian welcomed all to the call and it was noted that there was 100 percent participation of the Board and Regional Directors. Peter King introduced new staff member Gail Clark who is supporting Peter and who is the new staff person assigned to CPWA.

Review and Approval of October meeting summary

The Board reviewed, corrected, and approved the October 9 meeting summary. The corrected minutes are attached.

Business Arising – October Meeting

Michel Frenette reported that Bruce McPhail of the City of Winnipeg will be a representative for the “talk show” portion of the North Snow Conference in April of 2008.

CPWA business cards for Board members have been completed and should have been received. The cards are printed in French on one side and English on the reverse side. Cards are available to all Directors, if desired. Ian noted a word of thanks to Clarke’s wife for translating for the French side of the cards.

Becky Wickstrom reported that the 2007 NPWW Awards will be presented by

Gary Losier in the winning cities of Moncton and Dieppe, and by Ian Neville in Hamilton. Awards have been mailed to presenters and Talking Points for each presentation will be sent to Gary and Ian via e-mail them within a few days.

The CPWA Winter Board meeting has been confirmed for Jan. 25 and 26, 2008, in Ottawa. The meeting will begin at 1:00 pm on Friday the 25th, and conclude by 5:00 pm on the 26th. Hotel rooms will be confirmed at the Westin Ottawa. The housing reservation form and travel authorization will be sent to each Board Member and the four APWA Regional Directors.

Government Affairs Status Report

Clarke Cross, Tactix, provided a status report to the Board. Clarke reviewed proposed changes to the advocacy section of the CPWA business plan and asked for Board review and further discussion. Adoption of the revisions will be on the January Board Meeting agenda. There was further discussion emphasizing the need for short, near, and long term goals tied to the initiatives of the business plan, as well as measurable objectives/tasks, timelines and assignments. Peter King asked the Board to review the current business plan, proposed changes to the advocacy section and provide comments. Peter will revise the current business plan into a new format showing short, near, and long-term goals.

Clarke Cross reported that the Standing Committee on Finance, House of Commons holds a pre-budget face-to-face input opportunity in the October-November timeframe each year. This provides an opportunity for groups like CPWA to give input on government spending. The deadline for submission to be heard is August 15 each year and Clarke suggested that CPWA take advantage of this opportunity in 2008. He emphasized this is a predictable annual activity and a real opportunity for CPWA. The Board agreed this should be pursued.

Ian asked the Board for comments on the CPWA Mission Statement. A discussion ensued on whether the sole focus of the CPWA should be advocacy. A discussion of the role of CPWA in educational events concluded that the Canadian Chapters and APWA were the primary educational vehicle for Canadian Members. There is a need for APWA to be sensitive in scheduling events to encourage Canadian participation. Peter King agreed to redraft the mission statement to reflect the Board's discussion. Consideration and adoption of the Mission Statement will be on the January agenda.

Clarke Cross updated the Board on development of the database of advocacy contact names. He asked each Director to forward a note on any relationships/contacts they have with Members of Parliament. The database of names will be forwarded to Peter King and Gail Clark and will be distributed prior to the December Board conference call.

NRTSI Status Report

Peter King reported that Wally Wells will continue to be the CPWA representative to the Roundtable project and a meeting is tentatively set for January. After the January "transition meeting", Wally will not continue and suggested Ric Robertshaw, former CPWA President and Region of Peel, be considered as a replacement.

Jean Guy Courtemanche reported that he had met with a “working group” from the National Roundtable on Sustainable Infrastructure and representatives of the Centre for Expertise and Research on Infrastructures in Urban Affairs (CERIU). Jean Guy suggested that a representative from Montreal represent CPWA on the Roundtable project. Jean Guy noted that CERIU is interested in being more involved in the Roundtable project. Jean Guy will follow up with Peter on this issue.

Asset Management Working Group (NAMWG) Status

Peter King reported that Peter Enslin was interested in continuing to be the CPWA representative on the Asset Management Working Group. A motion to reappoint Peter Enslin as the CPWA representative for one additional year was made by Darwin Durnie, seconded by Ian Neville and unanimously approved by the Board of Directors. A letter of appointment will be sent to Peter Enslin.

NPWW Outreach

Peter King reported that while he had received no suggestions from the Board on activities for the NPWW outreach in Canada, he had heard from Clarke Cross, Tactix, who suggested possible partnerships or “piggy-backing” on an existing event. Ian Vaughan noted that the outreach event would be an important element in the branding of CPWA and that the timing should be consistent with our best opportunity, rather than confining ourselves to NPWW week. The Board agreed and concluded that May or June in 2008 was a good timeframe to coincide with Parliament’s schedule.

Peter provided background on APWA-organized events in Washington, D.C. and Clarke Cross said he liked the idea of the ice cream social event for Members of Parliament and staff. He felt that this would be a completely unique and well-received event. A possibility of partnering with Engineers Canada who have their awards ceremonies in May was suggested. Clarke agreed to follow-up with possible partners to gauge their level of interest in such an event.

Chapter Advocacy Survey

Peter King reported on APWA President Larry Frevert’s task force on chapter advocacy and a survey recently sent to all Chapters to assess what chapters are currently doing with advocacy on the state/provincial level and to review potential programs to support those efforts. Ric Robertshaw serves as a member of the task force. All but five Chapters responded.

2008 NPWW Canada Awards

Ian Vaughan noted a letter of thanks has been sent to Dorian Wandzura for his tremendous support for the NPWW Canadian Awards and service on the awards committee.

Stan Siu announced a vacancy on the awards committee of two and asked if there were any Board members who would volunteer to serve. As there were no volunteers, Peter King mentioned that a non-Board member could serve on this committee. It was recommended that the position be posted on the Canadian InfoNow and advertised via an e-mail to all Canadian Chapter Presidents. To be effective, the vacancy should be filled by January 2008. Staff will post the vacancy and send the e-mail.

International Meeting on Infrastructure Management

Ian Vaughan referred to the meeting summary that was provided with the agenda. It was agreed that CPWA would continue to work with Infrastructure Canada in promoting and hosting this annual meeting at the APWA Congress.

Ottawa Update

Clarke Cross, Tactix, discussed the general timing of events in Parliament. Clarke reported that he had made informal calls for CPWA with two of the top committees and had met with Mark Cameron, Director of Policy Research for the Prime Minister's Office. He noted Mark was one of the PM's five most trusted advisors.

Other Business

Stan Siu was approached with a question regarding the "Snow/Ice Manager of the Year." Staff will follow-up and send Stan information regarding both the Top Ten program and the "Snow/Ice Manager of the Year Award."

Next Meeting

It was confirmed that the next meeting will be held by on December 11th at 1:00 p.m. EST. teleconference.

Gary Losier has been asked to chair the next meeting for Ian Vaughan who has a prior commitment.

Adjournment

As the business was completed, the conference call meeting was adjourned.