



Meeting Summary November 8, 2006

Welcome/Roll Call/Call to Order

The following CPWA Board members participated in the meeting: Ian Vaughan, Michel Frenette, Stan Siu, Gary Losier, Ian Neville, Terry Ream and Gary Regular. Tim Haynes did not participate on the call. Also participating were Dale Houdeshell, APWA Region VI Director, Jean-Guy Courtemanche, APWA Region I Director and Doug Drever, APWA Region IX Director. Due to travel, Larry Koehle, APWA Region V Director was not able to participate. Peter King, Megan Zadecky and Teri Newhouse provided staff support.

Review and Approval of October meeting summary

The minutes from the September meeting were approved as provided without any changes.

Items Arising from Previous Minutes

NPWW Awards Ceremony Update

Megan Zadecky provided an update on the planning and scheduling of the three award ceremonies. The ceremony in Dieppe is still scheduled for November 14. Gary Losier will present the award to City Council during a televised session. The Ceremony in Oshawa was rescheduled from December 4 to January. Nothing has been scheduled in Hamilton. Staff is waiting to hear from Hamilton regarding their upcoming council schedule. It is anticipated that this ceremony will not be scheduled until after the New Year. Ian Neville will make the presentations in Oshawa and Hamilton. All of the award plaques have been ordered and sent to the recipients. Also, staff is working with each municipality to issue a press release on the award and presentation.

Stan Siu reported that Dorian Wandzura has agreed to serve on the NPWW award selection committee again next year. Staff will prepare a formal letter to Dorian acknowledging his service.

CPWA Incorporation

Peter King reported that he and Teri Newhouse were working on the advantages/disadvantages document as requested. He asked the Board to provide clarification on what they are looking to achieve by incorporating CPWA. Specifically, he wanted to know if the Board was interested in national incorporation only, or if the desire was to include chapters in Canada as part of a not-for-profit corporation.

Ian Vaughan and Ian Neville indicated that CPWA is seeking to be incorporated at the national level only. One of the primary advantages is that CPWA would be eligible for project funding, when available, from federal government or other sources. It was stated that under the current structure (CPWA being an unincorporated association), Infrastructure Canada could not provide funding to CPWA because it is not a legal corporation in Canada. It was further stated that Infrastructure Canada would not “funnel money” through APWA. In addition to increased flexibility to receive federal funding, Board members stated their belief that incorporation would also increase CPWA’s identity on the national level. The question remains whether or not the

payoff of incorporation is great enough to warrant the expense of administering a separate corporation. In attempt to answer this question, staff will finalize a memo for the next meeting highlighting the pros and cons of incorporation. Additionally, Ian Vaughan agreed to put Teri Newhouse in touch with the administrator of the British Columbia Chapter so that she can get a sense of the administrative costs the chapter incurs in auditing, reporting financials, etc as that chapter is incorporated in the province of British Columbia.

Retaining Ottawa-based representative

Staff has been revising the RFP and boiling it down into a job description to be posted in Ottawa newspapers and other related publications. Staff will work directly with Ian Vaughan to finalize the job description. Michele Frenette asked that the bilingual provision be kept as a mandatory qualification and the Board agreed.

CPWA Board Meeting in Ottawa

The dates for the winter meeting in Ottawa will be January 26 – 27, 2007. Staff will begin working with Board members to coordinate transportation, hotel stays, etc. With regard to the Friday meetings, it was suggested that we invite the Minister of Transport, Infrastructure and Communities. Given that he is difficult to schedule, it is likely that we will meet with one of his deputies. The Board plans to meet with other association leaders as they have done in previous years. Staff will review last year's meetings and then confer with Ian Vaughan to finalize a list for invitation letters. Additionally staff will begin working with Ian Vaughan on a draft agenda for the winter meeting. If Board members have items that they would like included, they should send them to staff as soon as possible.

New Items

Infrastructure 2006 Promotion

Megan Zadecky reported that CPWA sent an email promoting the Infrastructure 2006 Conference.

NRTSI November Meeting update

Ian Vaughan reported that he was invited to participate in this meeting, but will not be attending. Wally Wells, Peter Enslin and Ian Neville will participate and represent CPWA.

Other Business

Ian Neville asked about the status of the working relationship between CPWA and ReNew Canada. Peter King said that he would contact Todd Latham at ReNew to further discuss working together. This item will be included on the December agenda.

Stan Siu asked whether or not APWA sells or provide member email address to other organizations. Peter King discussed APWA's policy regarding lists. APWA does not sell or share members' email addresses with third parties.

Ian Neville asked whether CPWA Board meeting minutes could be posted on the CPWA web site. Peter King indicated they could be and will be added as a resource.

Next Conference Call

The next conference call is scheduled for December 13, 2006

The meeting was adjourned at 2:00 pm EST.