



Canadian Public Works Association  
45 O'Connor Street, Suite 1150  
Ottawa, ON K1P 1A4  
Phone (202) 408-9541 • Fax (202) 408-9542  
[www.cpwa.net](http://www.cpwa.net)

## Board of Directors Meeting July 12, 2016 Meeting Minutes

### Welcome and Roll Call

The CPWA Board of Directors met by teleconference on July 12, 2016. CPWA President Kealy Dedman, Ontario Chapter, welcomed the CPWA Directors and called the meeting to order. Anne Jackson, CPWA Advocacy and Outreach Manager, staffed the meeting.

### In attendance

*Steve Blayney, Manitoba Chapter*

*Luc Fugere, Quebec Chapter*

*Craig Kennedy, Newfoundland/Labrador Chapter*

*Don Morehouse, Atlantic Provinces Chapter*

*David Sparanese, British Columbia Chapter*

*Andrew Stevenson, Saskatchewan Chapter*

*Rick Stinson, APWA Board of Directors CPWA Liaison*

*Scott Grayson, APWA Executive Director*

*Alan Young, CPWA Advocacy Consultant*

### Absent

*Darwin Durnie, Alberta Chapter*

### Approval of the May 10, 2016 and June 21, 2016 Meeting Minutes

Kealy asked if there were any requested changes to the minutes. With no changes or comments, the minutes were approved.

### APWA Update

Scott Grayson reported on PWX Registration. The Early Bird deadline was extended this year until July 8<sup>th</sup>, in order to accommodate municipalities whose fiscal years start July 1<sup>st</sup>. As of Friday July 8<sup>th</sup>, registration was up by 400 registrants.

Rick Stinson reported that Ron Calkins was in the process of completing his committee appointments. Rick noted that Ron would like to return to the practice of having all four Regional Directors with chapters in Canada participate in CPWA meetings, rather than having just one CPWA Board Liaison, as in recent years. This would mean Jill Marilley, Chuck Williams, Rich Berning, as well as Rick, attending the Ottawa meeting, which would be a budget item.

Rick reported that next year he will be Chair of the Finance Committee and Rich Berning will continue as the International Affairs Committee Liaison.

Kealy Dedman asked if there had been any discussion by the APWA Board about the CPWA President being part of the APWA Board. Rick noted that, in terms of Canadian representation on the APWA Board, there are four Regional Director opportunities and five At-Large Director opportunities, but he did not recall any discussion of expanding the APWA Board to include the CPWA President. Rick noted that the APWA Board's November meeting will include strategic planning and that may be the time to consider the question. **Kealy reported she would send Rick some discussion points and Scott suggested the question could be added to the Wednesday morning APWA Board meeting in August**, which Kealy said she could attend. Scott noted that there have been recent efforts to better acknowledge Canadian membership, such as the Board's approved changes to language included in APWA Awards criteria. Kealy noted an awareness of efforts in the last few years to recognize Canadian members.

### Update from Ottawa

Alan Young reported the following updates.



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The House of Commons rose June 17<sup>th</sup> for the summer recess, but was back to sit June 29<sup>th</sup> for President Obama's address to Parliament during the North American Leaders Summit meeting between Prime Minister Trudeau, President Obama and Mexican President Peña Nieto. The address was well-received and attracted significant media coverage. A screen was placed outside Parliament where a large crowd gathered to watch the address, which lasted almost an hour. The House will be back to sit on September 19<sup>th</sup>.

On June 16<sup>th</sup>, the Government reached its first [provincial infrastructure investment agreement with British Columbia](#) and its municipalities for public transit projects. On July 5<sup>th</sup>, the Government confirmed the ratification of the [Canada-Quebec Agreement on the Public Transit Infrastructure Fund and the Clean Water and Wastewater Fund](#). And on July 7<sup>th</sup>, the Government announced a [bilateral agreement with Newfoundland and Labrador for infrastructure funding](#) through the Clean Water and Wastewater Fund and the Public Transit Infrastructure Fund.

In the past, these bilateral agreements required a one-third contribution from each level of government (federal, provincial and municipal). The Government is now offering a higher percentage contribution and the agreements are retroactive to April 1<sup>st</sup>, so projects already identified can proceed immediately.

Negotiations with other provinces are underway.

### **CPWA Pre-Budget Submission to House of Commons Standing Committee on Finance**

Alan reported that on June 3<sup>rd</sup> the House of Commons Standing Committee on Finance launched its pre-budget consultation process to gather input on budget priorities and suggested CPWA retain its emphasis on infrastructure sustainability, since the Government hasn't yet focused on that. Alan noted that the Government 'gets' CPWA's other priority, asset management, and suggested CPWA consider what other issues the Board wants to advocate for. Alan suggested that climate change mitigation has also been a priority for CPWA in the past, but that too was addressed in the Government's 2016 Budget.

Kealy suggested that the funds dedicated to climate change mitigation included in the current budget are not enough. Craig Kennedy asked whether CPWA should step away from asset management as a priority. Andrew Stevenson noted that future funding is a priority. Anne Jackson suggested placing an emphasis on consistent, long-term funding for climate change mitigation and asset management, as CPWA has done previously when advocating for infrastructure funding. Kealy added that funding should also be predictable.

Steve Blayney noted that he was leery of directing more money to FCM, but Kealy suggested the funds were ultimately for the greater good. Alan asked if the Board knew yet how FCM is handling the asset management capacity building funding. Steve noted he can only report hearsay, but that FCM might be 'reinventing the wheel'. Kealy reported that at the CNAM conference she attended in May, FCM met with the CNAM Board and is looking to CNAM for input. **Kealy will follow up with CNAM and report back by email or at the next meeting.**

Alan noted the Pre-Budget submission deadline is Friday, August 5<sup>th</sup> and that he will be away the first two weeks of August, but one of his colleagues will be available to help coordinate. Kealy noted that she will be on vacation July 23<sup>rd</sup> – August 7<sup>th</sup>, and asked that **the Pre-Budget submission draft be circulated to the Board for input.**

### **RR Grade Crossing Regulations CPWA Announcement**

Anne reported that, in the interest of closing the RR Grade Crossing Regulations as an agenda item, she circulated a draft announcement in advance of the meeting with information about the new regulations that, with Board approval, could be sent to all Canadian members. Anne also noted that the Canadian Education Committee is currently planning a Click Listen and Learn on the RR Grade Crossing Regulations for September. Andrew confirmed that date of the proposed CLL is September 15<sup>th</sup> and APWA staff Heather DeLaCruz would have confirmation of speakers next week.

Kealy suggested Anne **hold the announcement until the week of July 18<sup>th</sup> and to add CLL details if speakers are confirmed.**



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### Election of CPWA President for 2016 – 2018

Anne noted that she distributed a draft memo about the election of the CPWA President in advance of the call, based on her conversation with Scott, but that the proposed process was not captured accurately. Scott reported that in his experience with board elections, nominations are taken from the floor and nominees step out of the room for discussion. According to [Robert's Rules of Order](#), the President has the right to vote or abstain in order to break a tie.

Kealy reported that since her predecessor Darwin Durnie held two consecutive terms, many of the Board members have not been through an election, but her impression is that it has been a relatively informal process. Kealy reported she was willing to hold her ballot. Rick asked if there had ever been a contested election or if one is anticipated. Craig reported there had not been a contested election in his time on the Board and suggested the **Board be provided with their voting process options at the meeting.**

### Asset Management Discussion Follow-Up Actions

Anne reported that she has not seen a response to Darwin's correspondence to IFME. **Kealy will follow up with CNAM and report back by email or at the next meeting.**

### Other Business

**Website Translation:** Anne reported that a proposal for translation of the CPWA website into French was provided by Janick Lemay following the Ottawa meeting and was distributed in advance of the call. Anne noted that her understanding from the discussion in Ottawa was to focus translation on news items such as press releases, rather than 'static' or unchanging sections of the website.

**Kealy suggested starting with a proposal to translate press releases and the President's quarterly message. Anne will coordinate with Luc and Janick.**

**Kealy asked the Board to consider and suggest agenda items for the Board's business meeting in Minneapolis and asked Anne to include time for discussion on the August teleconference agenda. The International Infrastructure Roundtable agenda should also be discussed on the August teleconference.**

Scott noted that in response to questions raised at previous meetings about APWA's budget, he distributed on June 23<sup>rd</sup> a copy of the budget that was approved by the APWA Board on June 6<sup>th</sup> and a copy of the most recent audit 2013-2014. He asked the Board to submit **written questions about the Budget and Audit Report by July 15<sup>th</sup>** to Teri Newhouse [tnewhouse@apwa.net](mailto:tnewhouse@apwa.net), Jill Marilley [jmarilley@gmail.com](mailto:jmarilley@gmail.com) (Chair, APWA Finance Committee), and Scott [sgrayson@apwa.net](mailto:sgrayson@apwa.net). Finally, **Anne will schedule a one hour teleconference with the CPWA Board to respond to questions.**

Steve reported that the Manitoba chapter sent information about their November Snow Conference to western province chapter presidents and asked that the information be shared with chapter members. Anne noted that she could also send the conference information through the CPWA Community on APWA Connect. **Steve will forward the information.**

### Adjournment

Having concluded their business, the Board adjourned the meeting.

### Next Meeting

The Board of Directors will next meet by teleconference August 9, 2016 at 1:30 PM Eastern Time.

*The minutes were recorded and respectfully submitted by:*

*Anne Jackson*

*APWA Director of Sustainability and CPWA Advocacy*