



Canadian Public Works Association  
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## Board of Directors Meeting August 9, 2016 Meeting Minutes

### Welcome and Roll Call

The CPWA Board of Directors met by teleconference on August 9, 2016. CPWA President Kealy Dedman, Ontario Chapter, welcomed the CPWA Directors and called the meeting to order. Anne Jackson, Director of Sustainability and CPWA Advocacy, staffed the meeting.

#### In attendance

Steve Blayney, Manitoba Chapter  
Andrew Stevenson, Saskatchewan Chapter

Rick Stinson, APWA Board of Directors CPWA Liaison  
Scott Grayson, APWA Executive Director

#### Absent

Darwin Durnie, Alberta Chapter  
Luc Fugere, Quebec Chapter  
Craig Kennedy, Newfoundland/Labrador Chapter

Don Morehouse, Atlantic Provinces Chapter  
David Sparanese, British Columbia Chapter

### Approval of the July 12, 2016 Meeting Minutes

Approval of the July 12, 2016 Meeting Minutes is postponed until the PWX meeting when quorum can be established.

### APWA Update

Rick Stinson suggested CPWA Directors let him know if they need anything before PWX.

### Asset Management Discussion Follow-Up

Kealy Dedman noted that at the last CPWA Board meeting she committed to connecting with FCM and CNAM about the Budget 2016 asset management capacity building funds to be administered by FCM and to report back. Kealy spoke with Alana Lavoie, who had limited information but reported that FCM is recruiting a [Program Director, Asset Management Fund \(AMF\)](#). No decisions have been made about how FCM will move forward with the program, but CNAM is involved and the money is allocated, it is just not yet being deployed. Kealy reported that Alana is open to further discussion and **Kealy suggested the new CPWA President plan a face-to-face meeting with FCM at their next CPWA Advocacy meeting in Ottawa.** Steve Blayney asked if Kealy had spoken with Darwin Durnie on this issue and Kealy reported she hadn't.

### National Public Works Week Awards Update

Anne Jackson reported:

- two entries were received in the First Time Entries category (winner: Town of Newmarket, ON)
- eight entries were received in the Small Centres category (winner: City of Cold Lake, AB)
- two entries were received in the Medium Centres category (winner: Town of Richmond Hill, ON)
- two entries were received in the Large/Metro Centres category (winner: City of Brampton, ON)

Anne noted that she reached out to David Sparanese about announcing the National Public Works Week Awards during the CPWA Luncheon at PWX, but hasn't heard back. Steve offered to announce the awards if David is unavailable. **Anne will distribute the National Public Works Week Awards presentation she created to the CPWA Directors.**

### PWX CPWA Events

Anne highlighted the following CPWA events, as well as Canadian chapter meetings and education sessions with Canadian speakers, happening at PWX:



- Monday
  - International Infrastructure Round Table (IIRT) (8:30 am – 12:00 pm) – invitation only
  - Advocacy Palooza! (9:45 am – 11:00 am)
  - CPWA Luncheon (12:00 pm – 1:30 pm) – ticketed event
  - Board Meeting (2:00 pm – 5:00 pm)
- Tuesday
  - Disaster Preparedness - What Are Your Missing? (9:45 am - 11:00 am)
  - Effective Fleet Management Strategy for Municipal Fleets (9:45 am – 11:00 am)
  - Western Canadian Exchange Meeting (1:30 pm – 3:30 pm)
  - From Nowhere to Somewhere: Constructing the East-Side Roadway in Northern Manitoba (4:00 pm - 4:50 pm)
  - APWA/OPWA Meeting (3:30 pm – 5:00 pm)
- Wednesday
  - Next Practices in Project Delivery Drives Roadway Success (8:30 am - 9:20 am)

**International Infrastructure Round Table:** Anne noted that the draft agenda for the IIRT was circulated to the CPWA Directors for review and input. Steve noted that the engagement with IFME at the April CPWA Board meeting was very valuable and asked why all the CPWA Directors are not invited to the IIRT. Kealy reported that CPWA is the IIRT host and last year she attended at the beginning, but had to leave to attend the CPWA Education Session. Anne reported that according to her review of IIRT files, the meeting has traditionally been limited to one or two representatives from each international association attending PWX, which likely helps to keep the meeting focused and productive. Kealy reported that Doug Drever is the APWA/CPWA representative to IFME and moderates the meeting. Anne suggested it could be valuable for one representative from CPWA to attend the full IIRT meeting and Steve volunteered. **Anne will send Steve an IIRT invitation.**

**CPWA Board meeting:** Anne noted that the draft agenda for the CPWA Board meeting at PWX was circulated to the CPWA Directors for review and input. Kealy suggested adding a 'strategic planning' item to the agenda and to build enough time into the agenda for focused Board discussion. Anne suggested reducing the time allotted for updates by having written updates included in the meeting materials. Andrew Stevenson suggested a template for chapter updates similar to the one used by Council of Chapters. **Anne will provide a template for chapter updates.**

### Translation Proposal

Anne Jackson reported that, based on discussion at the last meeting regarding translation of CPWA news items such as press releases and quarterly President's Updates, she circulated several proposals for translation services to the CPWA Directors for review. She noted that CPWA's current budget does not include money for translation services, but CPWA could propose adding it to the budget in future. Steve asked if translation is being requested by French-speaking chapters and that his impression in the past from Michel Frenette was that it was unnecessary. Kealy noted she believes it would be an asset and that, based on Luc Fugere's comments, she thinks it would have a positive impact. Kealy thought the issue of CPWA translation may have come from Quebec's strategic plan and that having material in both English and French when speaking to government officials could build CPWA's reputation as a national association. **Rick suggested that the Finance Committee would want more information and that CPWA should clarify its request if the CPWA Board decides to move forward.**

### Other Business

**APWA CLL Program on Transport Canada Railroad Grade Crossing Regulations:** Steve asked for an update on the RR Crossing CLL and Andrew reported that only Mark Reimer is onboard to present as a speaker, but Heather Delacruz is still holding September 15, 2016 as the date. Steve reported that he spoke to Mark and suggested it might make sense



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to focus the CLL on the next phase (implementation) of the regulations (after the November reporting deadline) and Andrew asked if the CLL could cover both phases. Steve suggested waiting.

### **Adjournment**

Having concluded their business, the CPWA Board adjourned the meeting.

### **Next Meeting**

The CPWA Board of Directors will next meet at PWX in Minneapolis August 29, 2016 at 2:00 PM Central Time.

*The minutes were recorded and respectfully submitted by:*

*Anne Jackson*

*APWA Director of Sustainability and CPWA Advocacy*