



Board of Directors Meeting September 13, 2016 Meeting Minutes

Welcome and Roll Call

The CPWA Board of Directors met by teleconference on September 13, 2016. CPWA President Andrew Stevenson, Saskatchewan Chapter, welcomed the CPWA Directors and called the meeting to order. Anne Jackson, Director of Sustainability and CPWA Advocacy, staffed the meeting.

In attendance

- Darwin Durnie, Alberta Chapter
- Don Morehouse, Atlantic Provinces Chapter
- Steve Blayney, Manitoba Chapter
- Sal Iannello, Ontario Chapter
- Rick Stinson, APWA Region I Director, APWA Board of Directors CPWA Liaison
- Chuck Williams, APWA Region VI Director
- Scott Grayson, APWA Executive Director

Approval of August 29, 2016 Board Meeting Minutes

Steve Blayney moved to approve the August 29, 2016 meeting minutes, Don Morehouse seconded, and the motion passed unanimously.

APWA Update

Rick Stinson reported that the Chapter Leadership Training meeting will be held February 16 – 17, 2017 in Kansas City. There is no fee for the first two chapter leaders of each chapter. There is a \$200 registration fee for each additional chapter leader. There will be a \$400 stipend to offset travel expenses for the first chapter leader to attend and a \$300 stipend for the second leader.

Rick reported that APWA is trying to build the Young Professionals (YP) Network and is encouraging all chapters to designate a YP liaison.

Rick reported that, based on the Finance assessment conducted by accounting firm Rubin Brown, APWA is prioritizing recommendations, developing a schedule for implementation and working on a solution for billing.

Chuck Williams, APWA Strategic Planning Committee Chair, reported that the Committee is reviewing 10 – 12 open-ended questions that will be sent out in the next three weeks to the CPWA Board, Chapter Leaders, Technical Committees and others. Survey results will inform the APWA Board's strategic planning meeting in November. It is anticipated that APWA will transition from a two-tier set of priorities (three primary and five secondary) to one set of 4 – 5 strategic priorities that are supported by human and financial resources.

Ottawa Update

Andrew Stevenson reviewed notes from the Federal/Provincial/Territorial Infrastructure Ministers' meeting held September 7th in Edmonton to discuss Phase II of the federal infrastructure plan. The notes were provided by Alan Young and circulated in advance of the meeting, highlighting:

- Minister Sohi praised strong partnerships saying they have been essential to delivering Phase 1 of Investing in Canada.
- Total federal dollars allocated to Investing in Canada = \$120-billion.
- \$5.4-billion in federal funding is available through Phase 1 under bilateral agreements.
- 660 projects have been approved under Phase 1 so far - projects for delivery of safe water, reliable wastewater systems, high-quality public transit.



- The Federation of Canadian Municipalities attended a portion of the meeting and discussed how to connect municipal priorities of urban and rural communities to provincial, territorial and national outcomes.
- Ministers discussed
 - Infrastructure investment approaches
 - Best mechanisms to deliver projects in their respective jurisdictions and
 - Highlighted public transit, green and social infrastructure needs
- Participants eager to see Phase 2 start as soon as possible so that funding can revitalize the economy and boost employment
- Ministers want funding to support their existing priorities – and to be “predictable, and flexible” with a fair allocation model and a simple administrative process

CSCE proposal to Infrastructure Canada

Darwin Durnie reported that he hasn't yet spoken to Doug Salloum about CSCE's proposal to Infrastructure Canada re: evaluating infrastructure sustainability assessment tools for applicability in Canada, but reiterated his comment at the August 29th meeting that Envision has already been assessed by ISI for use in Canada. Andrew suggested that he doesn't see CPWA getting involved if the work described in the proposal has already been done.

CPWA/IPWEA Partnership Proposal

Darwin provided a brief overview of the draft partnering agreement between IPWEA and CPWA prepared by IPWEA and consisting of an umbrella Partnering Agreement and Supplementary Agreement. The draft agreements were distributed in advance of the meeting.

Darwin recommended that CPWA enter into the umbrella Partnering Agreement, which documents the intention of CPWA and IPWEA to collaborate on the exchange and delivery of education, training, etc. in the area of infrastructure asset management. Darwin suggested that the Supplementary Agreement, which sets out details for the delivery of IPWEA's online Professional Certificate in Asset Management Planning (ProCertAMP) to a predominantly Canadian audience, be considered by individual chapters. Darwin noted that CPWA has emphasized the need for asset management resources in its pre-budget submissions for six years.

Darwin moved that the Board enter into the umbrella Partnering Agreement with IPWEA, and Steve Blayney seconded.

Scott Grayson asked for discussion and noted that legally CPWA does not have standing and that any agreement would have to be entered into by APWA. He suggested that this could be reviewed by the APWA Board at their November meeting and that the International Affairs Committee (IAC) should look at it as well. He noted that IPWEA is an APWA partner already and that all parties should be in the loop. Scott asked if this approach would work, but Darwin suggested CPWA is in more of a hurry since federal funding may hinge on whether municipalities have an asset management program in place.

Darwin noted that, according to commonwealth law, there are five elements to a contract, and that some are purposely missing from the IPWEA proposal. He suggested that CPWA should get information out to members about asset management tools, perhaps through the website, and that IPWEA's proposal is a gift of 'Canadianized' content offered online. Anne Jackson noted that there is already an 'asset management' page on CPWA's website with information and resources. Scott reported that the APWA Asset Management Task Force has been unwilling to recommend one asset management tool over another.

Rick suggested the agreement be put before the APWA Board and that it should have a legal review. Chuck agreed and noted that the APWA Board can move quickly for a November decision. **Scott will add an action item to the APWA Board's November agenda. Rick suggested that bulleted specifics should accompany the proposal and Andrew tasked Darwin with developing the agenda item for the APWA Board. Scott will provide Darwin a template to use.**



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CPWA Memo to APWA Board and APWA Board Discussion

Andrew reported that he attended the APWA Board meeting in Minneapolis to address CPWA's memo requesting the CPWA President have a seat on the APWA Board. He reported to the APWA Board that from CPWA's perspective, there is an issue of perception – that members in Canada identify with CPWA, not APWA. He reported that the APWA Board asked CPWA to provide specific reasoning.

Darwin suggested that CPWA review the Letter of Agreement and consider how to address cases such as the proposal from IPWEA.

Scott noted that one of the APWA Board's questions to CPWA was about the fact that currently there is the potential for nine Canadians to be on the APWA Board, and would that be lost if APWA were to carve out one spot for the CPWA President? He noted that there is confusion around who CPWA is - is it really a board? Should it have an expanded role (beyond federal advocacy)?

He further noted that the Board discussed whether there is a brand issue and what if the association's name were to change (e.g. International Public Works Association; North American Public Works Association). Rick suggested this should be part of the APWA Board's strategic planning discussion. Chuck agreed and noted that APWA Board meetings are open.

Darwin suggested that perhaps the request should be for a Canadian observer when there isn't a Canadian on the APWA Board (an 'exception rule'). Chuck reiterated that having an observer now is not prohibited. Sal asked what the role of the observer would be and suggested it might be time to reshuffle the regions so that there would be wholly Canadian region(s).

Scott reported that the APWA Board is open to entertaining options, but wants to better understand the issue CPWA is trying to solve. There are four Region Directors responsible for chapters in Canada, one of whom serves as APWA Board Liaison to CPWA. Rick reiterated that any of these Region Directors could be a Canadian. Darwin noted that at some point having all four Region Directors directly engaged with CPWA turned into the appointment of one APWA Board Liaison to CPWA.

Sal asked if members truly have a say in selection of Region Directors. Rick noted that each chapter has a representative to the nominating committee and every member in the region receives a ballot. Sal noted that ballots consist of only one nominee. Rick noted that nominating committees are free to put forward more than one nominee.

Darwin suggested the CPWA Board enumerate the speed of things in Canada (for instance, the response time to a proposal like IPWEA's), and the difference between a republic and a federation.

Andrew asked if the flow of information, between the CPWA Board and APWA Board, is happening. It was suggested that nuance may be lacking. Darwin suggested the transition from Peter and Gail to Scott and Anne may be driving some of the discussion.

Scott suggested Andrew attend the APWA Strategic Planning Meeting in November, and reiterated that he supports CPWA and wants to clarify and enhance CPWA's role. Though CPWA was established to advocate in Canada, should there be more of a role? Scott noted he wants a win-win.

Chuck noted that APWA will be soliciting input from members in the strategic planning process, which is an opportunity to hear from Canadians. Scott noted that APWA looks at members as members and does not consider members as 'US members' or 'Canadian members'. He further noted that recent actions by APWA, such as establishing the Canadian Education Committee, demonstrate that APWA is responsive to the unique needs of members in Canada.

Darwin again suggested the issue may be one of nuance – for instance, when the Alberta chapter tried to modify a publication so it was applicable in Canada, the chapter was told it was an infringement of copyright, and when CPWA



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wanted to become a partner on the Canadian Infrastructure Report Card project, it was a real struggle to get approval and funding to move forward.

Anne suggested the CPWA Board consider specific examples, such as Darwin's, in order to clarify the problem(s) that need to be solved and Scott noted that the APWA Board needs to see a good story about what the problem is and how to solve it. **Anne will compile notes from all discussions and distribute to the CPWA Board for development of recommendations.**

Andrew thanked everyone for the frank discussion.

2017 NPWW Awards Contest and Evaluation Committee

Andrew suggested tabling discussion of the NPWW Awards Contest Evaluation Committee until the next meeting. Sal Iannello noted that he has been copied on correspondence to award winners in Ontario and asked for protocol on attending the award presentations. Anne reported that it is her understanding the CPWA President, Chapter CPWA Director, Chapter President or other Chapter Leader usually attends the winning municipality's council meeting to present the award on behalf of CPWA. Anne reported that the following award winners have set dates for the award presentation at their council meeting:

- City of Cold Lake, AB – November 8, 2016 6:00 PM (Darwin will attend and possibly Peter McDowell)
- Town of Newmarket, ON – November 28, 2016 1:30 PM (Sal will try to attend, or will coordinate with the Ontario Board)
- City of Brampton, ON – December or January council meeting
- Town of Richmond Hill, ON – not yet responded

2017 CPWA Calendar

Anne asked the CPWA Board to provide feedback on proposed 2017 meeting dates.

Monthly Board Meetings. *The CPWA Board confirmed the second Tuesday of the month at 1:30 PM ET works well.*

Spring Board Meeting in Ottawa. Anne proposed April 17 – 18, 2017, but it was noted April 17th is Easter Monday. ***It was agreed the following Monday/Tuesday, April 24 – 25, 2017 would work well.***

Board Meeting at PWX in Orlando. *The CPWA Board confirmed keeping their business meeting on Monday at PWX, August 28, 2017.*

Adjournment

The CPWA Board agreed to table the remaining agenda items until a later date and adjourned the meeting.

Next Meeting

The CPWA Board of Directors will next meet by teleconference October 11, 2016 at 1:30 PM Eastern Time.

The minutes were recorded and respectfully submitted by:

Anne Jackson

APWA Director of Sustainability and CPWA Advocacy