NORTHERN TERRITORIES
WATER & WASTE ASSOCIATION

MINUTES of FEBRUARY 1, 2012 BOARD MEETING

LOCATION: Conference Call - Various

PRESENT:

Bhabesh Roy	President
Alan Harris	Vice President
Justin Hazenberg	Past President
Jonah Koonark	Director
Billy Qaqasiq	Director
Dennis Althouse	Director
Jean Soucy	Director
Gary Maksagak	Director
Kevin Hodgins	Director
Bill Westwell	Director
Doug Steinhubl	Industry Director
Ken Johnson	Southern Director
Olivia Lee	Executive Director

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION TO ALL ABOVE AND:

REGRETS:

WRITTEN BY: Pearl Benyk

ITEM	• DESCRIPTION	ACTION BY
1. Call to Order	• Meeting called to order by Bhabesh with all members in attendance (or soon to join the meeting). New board members Kevin Hodgins and Jonah Koonark were welcomed to the board.	
2. Agenda	• **Moved by Alan Harris, Seconded by Bill Westwell, that the agenda be accepted as amended. CARRIED.** (Pearl to make noted change.)	Pearl
3. Adoption of Minutes	• **Moved by Justin Hazenberg, Seconded by Alan Harris, that the minutes of November 9, 2011 meeting be adopted as amended.** (Pearl to make the noted change to the minutes). **CARRIED**.	Pearl
4. 0 Correspondence	**None**	
4.1 Report on WCW Meeting	• As Ken was unable to attend the most recent meeting of Western Canada Water, VP Alan Harris attended in his stead. Alan thanked the board for the opportunity to attend and said he learned a lot of interesting and useful info. Many of the concerns discussed by other regional reps were very similar to those experienced in NWT and Nunavut. Alan will provide Pearl with materials from these meetings so she may scan them and send to all NTWWA board members.	Pearl
5.0 Conference	**Standing Items**	
5.1 Dates and update on venues for 2012 conf	• Pearl reported that after checking with close to 20 possible venues for the upcoming conference, most of which were too small, and the rest of which were unavailable, the Multiplex small gym (6200 sq ft) had been booked.	

ITEM	• DESCRIPTION	ACTION BY
5.1 Conference Venues Continued	• **Moved by Justin Hazenberg, Seconded by Dennis Althouse that the 2012 conference proceedings take place in the Multiplex small gym. Carried** • Since the conference will be in a gym, the Meet and Greet and buffet dinner will be held at the Top Knight, and the Operators Workshop will take place at the Tree of Peace boardroom. • Board members discussed the advisability of booking venues one or two years in advance to ensure we get a suitable spot. The Cadet Hall in Iqaluit was chosen as the best space in Iqaluit for the 2013 conference and Bill Westwell will check into booking this spot for November, 2013. • Dennis Althouse suggested getting in touch with Assoc of Municipalities and City of YK re: sponsorships.	Bill Pearl
5.2 Conference Financial Report	• Board members received the 2011 conference report and it was explained by Pearl. Due to a combination of there being only 90 conference delegates, less than $3000 in sponsorships and high costs in Iqaluit, the revenue over costs for the 2011 conference was just under $3500, though there are nearly $1000 worth of gifts (Pang hats and calculators) now in storage for later use. Alan noted that WCW tries to keep in their bank account enough to cover expenses for two years, to cover just such a circumstance as NTWWA experienced this year.	
5.3 Conference and Workshop Evaluations	• As is usual, the evaluation forms filled in after the conference showed that 87 to 100% of those who filled in forms thought the conference was good to excellent, and 89 to 100% of operators thought likewise about the first 2-day operators workshop. Nearly everyone thought future workshops should be two days or longer. The evaluations also contained some useful suggestions of things which could be done better.	
5.4 Southern Director board position discussion	• Ken Johnson's position as Southern Director is up next year and he has told the board he does not intend to seek re-election. At this meeting he clarified that it is not that he does not want to serve on the board, it is just that he wants to make sure he is not preventing someone else from serving in this capacity. • Justin has looked at the bylaws and they stipulate that NTWWA must have one position on the board filled by a member from Southern Canada (Southern Director or Industry Director) but can, if it wishes, have a second board member from Southern Canada. • Alan Harris said he felt it was important that the board be as northern as possible and that, with no slight to Ken, the person representing NTWWA on the WCW board should be a northerner. • The board does not have to make a decision on this right now, Ken's position runs until the next AGM, but the board members should think about this in the interim.	All Board Members

ITEM	• DESCRIPTION	ACTION BY
5.5 and 5.6 2012 Conference Planning	• Olivia reminded the board that she would be forming a conference co-coordinating committee and asked everyone to consider sitting on this committee. • Board members were also urged to begin thinking about themes for the conference. Ken suggested they might like to choose the theme of Solid Waste Management, which will also be the theme of the 2012 Journal.	Olivia Board
5. 7 Board Members Round Table	• Olivia announced that she was introducing a new feature to NTWWA Board meetings – a round table at the end of each meeting where each member would be asked in turn if they had any further comments o make or questions to ask. Bhabesh added that all board members are also welcome to send an email to him, the board or Olivia if they think of something later or would prefer to make their contribution this way. • Kevin said he would be interested in helping with the conference and will work with Olivia on this. • Gary complimented the organizers on the excellent and professional Meet & Greet in Iqaluit. The dancers providing the entertainment were especially good. • Jean thanked everyone for the details about the conference in Iqaluit which unfortunately he was not able to attend. • Jonah said the 2011 conference was good and the 2-day operator's workshop was very good – not too long and not too short. • Billl said thanks for all the help he received with conference arrangements and for the amazing gift he received from NTWWA. For the 2013 conference which will be in Iqaluit (now that the board has decided the conference will alternate between Iqaluit and Yellowknife as these are the only two places big enough to have sufficient infrastructure to deal with conferences the size of NTWWA's) Bill said he would be getting assurances of assistance from the City of Iqaluit earlier, and would be checking into booking the Cadet Hall for the venue in the near future. • Olivia informed the board that there would be operator training courses organized by MACA to take place just before the 2012 NTWWA conf. • Justin said he was interested in acting on the suggestion made on the evaluation forms to have more active, and interactive, things for people to do at the conference – something to get people moving around. • Jean told the board about an activity he saw done at a conference he attended a long time ago, in which there was a break every so often during which people were asked to identify some item. This idea will be considered by the conference organizing committee. • Bhabesh thanked everyone (BW, OL, AH, PB) who contributed to the successful conference in Iqaluit. •	Board Members Kevin Bill Justin

ITEM	• DESCRIPTION	ACTION BY
5.7 Con't Board Members Round Table	• Alan asked Ken to "stick with us" and keep producing the Journal for a few more years. • Ken answered that he loved putting the Journal together so he would certainly do this. He also agreed to continue to take pictures and producing the annual DVD.	Ken
6.0	**Other Business**	
6.1 Contract with Ken Johnson for NTWWA Journal	• Ken signed off the call at this point due to conflict of interest. • The board was told that Ken's new contract for editorial services putting the Journal together that was sent to the board contains info that he now requires 85% of NTWWA's share of the ad revenue from Del Communications which publishes the Journal. • The board agreed that Ken's services on the Journal are well worth this amount and the following motion was made: • **Moved by Justin Hazenberg**, S**econded by Alan Harris, that Ken Johnson's contract for the 2012 Journal be accepted. CARRIED.**	
6.2 Annual Appointment of Executive Director	• At this point Olivia signed off the call due to conflict of interest. • The unpaid position of Executive Director of NTWWA is an annual appointment made by the board. • **Moved by Alan Harris, Seconded by Jean Soucy, that Olivia Lee be appointed to the position of Executive Director for the 2012 – 2013 year. CARRIED UNANIMOUSLY.** • As it is more professional and courteous, Bhabesh will write Olivia a letter thanking her for her service to the board and informing her that she has been re-appointed.	
7.0 Next Meeting	• **Wednesday, March 7, 2012 – Noon Mountain Standard Time.**	
8.0 Adjournment	• **Moved by Justin, Seconded by Gary, that the meeting be adjourned. CARRIED.**	
	These minutes are in the writer's best interpretation of discussions held at the meeting. Please inform the writer of any noteworthy omissions or errors.	