



LOCATION: Conference Call - Various

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PRESENT:

Alan Harris	President
Bill Westwell	Vice-President
Bhabesh Roy	Past President
Dennis Althouse	Director
Billy Qaqasiq	Director
Ralph Ruediger	Director
Justin Hazenberg	WCW Director
Jennifer Spencer	Executive Director

PURPOSE: Regular meeting of the NTWWA Board of Directors

DISTRIBUTION TO ALL ABOVE AND: REGRETS: Kevin Hodgins, Ryan Ethier, Gary Maksagak, John Kay

Jonah Koonark

WRITTEN BY: Pearl Benyk

ITEM	DESCRIPTION	ACTION BY
1. Call to Order	<ul style="list-style-type: none"> Meeting called to order by President Alan Harris. 	
2. Agenda	<ul style="list-style-type: none"> Moved by Bill, Seconded by Bhabesh, that the agenda be accepted as presented. CARRIED 	
3. Adoption of Minutes	<ul style="list-style-type: none"> Moved by Bill, Seconded by Dennis, that the minutes of December 5, 2012 meeting be approved as presented. CARRIED. 	
4.0 Correspondence		
4.1 Conf call with SWANA	<ul style="list-style-type: none"> Alan reported on the conference call he had with SWANA (Solid Waste Assoc of North America). SWANA is interested in providing operator training in conjunction with the upcoming NTWWA conference. They have done so in NU before, can provide certificates. Alan will check with GNWT's School of Community Govt to avoid conflicts and see about tie-ins. Dennis sits on SWANA board and sees this as having good potential for the north's operators, and good to save travel \$ and do it together with NTWWA conference. He will keep the board informed. 	Alan Dennis
4.2 Trent University Request	<ul style="list-style-type: none"> Trent University has asked for our continued support/partnership in their wetlands programs. 	
5.0 Standing Items	<ul style="list-style-type: none"> Conference 	
5.1 Financial Report	<ul style="list-style-type: none"> The final financial statement for the conference was not available but will be sent out after the meeting. It shows the revenue over expenses was \$39,057 plus the value of mugs, baskets and a framed photograph (gift) now in inventory in storage which has not yet been calculated. 	



ITEM	DESCRIPTION	ACTION BY
<p>5.2 2013 Conference Location and Presenters Gifts</p>	<ul style="list-style-type: none"> • Bill has not yet heard from the Cadets re: whether or not we will be able to rent the Cadet Hall in Iqaluit for the upcoming conference. The date cannot be set until we secure a venue. Bill is still working on this. • While in Iqaluit he will speak with his Cadets contact about securing this venue, preferably for Nov 22 to 26, 2013. • The board briefly discussed potential presenters' gifts which we could get from Nunavut. Bill is also still working on this and will find some ideas. 	<p>Bill Ralph Bill</p>
<p>5.3 2014 Conference Venue and Dates</p>	<ul style="list-style-type: none"> • Moved by Justin, Seconded by Dennis, that the Explorer Hotel's Katimavik Rooms be booked for November 21 to 25, 2014 for the 2014 NTWWA conference venue. CARRIED. • Pearl will change this as the week before had previously been booked but that would have resulted in difficulties with available accommodation. 	<p>Pearl</p>
<p>5.4 WCW Update</p>	<ul style="list-style-type: none"> • As the WCW Director, Justin will be representing NTWWA at the WCW meetings in Calgary on January 21 and 22. While there he will speak to WCW about NTWWA representation on their Public Awareness Committee, and will report back to the board on this and other items. • Justin shared info that the Saskatchewan Water and Waste Assoc had funds left over from some event that were available to other water and waste associations, on application. He will check into this further when he is at the WWA meeting and get back to the board with the info. 	<p>Justin Justin</p>
<p>5.5 NTWWA Journal and WCW Magazine Contributions</p>	<ul style="list-style-type: none"> • Justin will be preparing the quarterly pieces about NTWWA for the WCW Journal. • Ken Johnson has submitted his new proposed contract for editorial services to produce the 2013 NTWWA Journal, as well as his invoice for production of the 2012 Journal. He has said he will continue to produce the annual CD ROM of conference materials as part of his editorial duties for the Journal. • Jennifer will send all board members the submitted 2013 contract from Ken to look at before they decide about signing it. • Pearl will continue to prepare the profiles of NTWWA "Working in Water" pieces for the WCW Journal. Justin will get photos for her of Rick Campbell in Inuvik (profile already done) and of George Egotak in Kugluktuk (has agreed to be profiled). 	<p>Justin Jennifer Pearl Justin</p>
<p>5.6 NTWWA Board Pledges from new board members</p>	<ul style="list-style-type: none"> • Pearl explained the purpose of board pledges to new board member in attendance. She will make sure all new members have copies of the pledges and that they are signed and sent in. • Pearl also asked new members to send in head shot photos for the board bio and photos portion of the NTWWA website. 	<p>Pearl</p>
<p>5.7 Board Round Table</p>	<ul style="list-style-type: none"> • No board members present had anything further to add to the meeting, except for Bhabesh who wished everyone a Happy New Year and said he had things to mention under Other Business. 	



ITEM	DESCRIPTION	ACTION BY
6.0 Other Business	<ul style="list-style-type: none"> • 	
6.1 Authority of the President	<ul style="list-style-type: none"> • Bhabesh said he thought that all official communication going out from NTWWA should bear the signature of the president. There was general consensus on this, with the proviso that a digital signature could be used, with the express consent of the president, if the logistics required it. 	
6.2 Earlier Preparation of Final Conference Agenda	<ul style="list-style-type: none"> • Bhabesh expressed his belief that the final agenda for the conference should be prepared and approved by the board, preferably two weeks before the conference so that they would know exactly what would be presented when. It was pointed out that the agenda is prepared by the Executive Director, who is a volunteer, which makes this difficult or impossible to do, especially as it is often hard to get presenters to make commitments much in advance of the start of the conference. 	
6.3 Ensuring the admin person is not the only one holding NTWWA information	<ul style="list-style-type: none"> • Bhabesh said he thought it would be best if the contracted admin person were to teach someone else all the things about the association and its dealings so that she was not the only one who held all this info. As NTWWA cannot afford to pay another person to be taught and to be the holder of the info, Pearl will share more of the info with Jennifer, who will also keep a second key to the storage unit. Pearl will arrange that the info now held in her computer is also available in the files in case it happens she is not able to access the digital info. 	Jennifer Pearl
6.4 Invitation from MWWA	<ul style="list-style-type: none"> • Jennifer informed the board that the Manitoba Water and Waste Assoc had invited someone from the board to attend their conference being held Feb 3 to 6 in Winnipeg. Though the conf costs are covered by the MWWA, the travel costs are not and NTWWA does not pay for these. • Jennifer will send the info about the MWWA conf on to the board members and if someone wants to pay their own way to Winnipeg, or will be there on business, they could go and represent NTWWA. 	Jennifer
6.5 Excellence in Water Stewardship Award	<ul style="list-style-type: none"> • The national Council of the Federation, made up of premiers from all Canadian provinces and territories has set up an award for excellence in water stewardship. NTWWA has been invited to apply for the award. Jennifer will forward the material to the board for their consideration. The deadline for applications is January 31. Possibly NTWWA could apply twice - once for each of the Nunavut and the NWT. 	Jennifer Board
7.0 Next Meeting	<ul style="list-style-type: none"> • Wednesday, February 13, 2013 – Noon Mountain Standard Time. 	
8.0 Adjournment	<ul style="list-style-type: none"> • Adjournment of the meeting was by consensus. 	
	<p>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.</p>	