

**Executive Meeting Minutes
March 11, 2018
Alberta Water & Wastewater Operators Association
Banff Park Lodge, Banff, Alberta**

ATTENDANCE:

Present

- Ed Spohr, In-coming Chair
- Bert Miller, Past Chair
- Andy Bebbington
- Mike Bureaud
- Paresh Dhariya
- Don Erechuk
- John Greathead
- Dave Harrison
- Joseph Rahn
- Jarvis Singer
- Doug Thorson
- Darrin Wenzel
- Dan Rites, Executive Director
- Cathie Monson, Recorder

Absent

- Ryan Ropcean, Chair
- Ryan Moray

- | | | | Motion # |
|-----|--|-----------------|----------|
| 1.0 | The In-coming Chair, Ed Spohr, called the meeting to order at 1:00 p.m. | | |
| 2.0 | AGENDA APPROVAL DHARIYA /SINGER- MOVED THAT the agenda be adopted as distributed. | | |
| | Vote on Motion | Carried (unan.) | 18-899 |
| 3.0 | MINUTES APPROVAL HARRISON/BUREAUD - MOVED THAT the January 25 & 26, 2018 minutes be approved as distributed. | | |
| | Vote on Motion | Carried (unan.) | 18-900 |
| 4.0 | EXECUTIVE DIRECTOR'S REPORT RITES: Read his report (see Appendix A). Distributed the new CEU form that will be used this year and the Board reviewed it. | | |
| | BUREAUD /RAHN - MOVED THAT the Executive Director's report be adopted as presented. | | |
| | Vote on Motion | Carried (unan.) | 18-901 |
| 4.1 | Membership RITES: Reported that as of December 31, 2017 there were 1911 AWWOA members. (see Appendix B) | | |

5.0 COMMITTEE REPORTS

5.1 Nominations

HARRISON: Asked for volunteers for counting of the election ballots. Ed Spohr, Jarvis Singer, Paresh Dhariya, Darren Wenzel and Joe Rahn volunteered.

SPOHR: Volunteered to pick up the ballot box at the closing of elections.

RITES: Advised that a lunch would be provided for those counting the ballots.

5.2 Banff Seminar

DHARIYA: Advised that the AWWOA executive dinner is tonight at 6:30 p.m.

Thanked those that phoned regarding silent auction items.

5.3 Training Committee

BUREAUD: Reported that a developer has been hired for updating the Management and Supervisor course. ISL Engineering is working on a new Ponds & Lagoons course that will be offered in the future.

5.4 Communications & Events Committee

GREATHEAD: Reported that the AWWOA is having a Golf Tournament on June 18, 2018 at the Kananaskis Golf Course.

MILLER: Advised the hotel and the golf course contracts have been signed. The cost for rooms at the Delta are \$196 a night. There are currently 10 people registered for this event. The capacity of the golf tournament will be 80 people. There will be 54 spots for members, 22 for sponsors, 2 for the organizers plus 2 for promotional purposes (one will be available to bid on at the AWWOA Silent Auction). Top prizes at the golf tournament will be jackets, with four being purchased.

GREATHEAD/WENZEL MOVED THAT that the registration and hotel costs for Bert Miller and Nancy McAteer for the Golf Tournament in June 2018 be covered by the Association in recognition of the work they are doing for this event.

Vote on Motion

Carried (unan.) 18-902
Bert Miller abstained from voting.

5.5 CHARITABLE DONATIONS

THORSON: Distributed a brochure from the Water School and gave a report (see Appendix C).

5.6 WCW

BEBBINGTON: Advised that there is a Storm Water Workshop being planned in Calgary on November 2018. Currently working on a database and it will contain a section on volunteering asking what people are interested in.

5.7 AWARDS

RITES: Advised that there were 12 submissions for the 2017 AWWOA Tom Dlugosz NAIT Scholarship (see Appendix D).

THORSON/MILLER – MOVED THAT the Tom Dlugosz Scholarship be awarded to Nicholas Rowter and Minwyelet Taye;

AND THAT each scholarship is in the amount of One Thousand Five Hundred (\$1,500) Dollars.

Vote on Motion

Carried (unan.) 18-903

5.8 Finance Committee

BEBBINGTON: Reported on the current financial statement (see Appendix E).

Advised that most of the income for the Banff Seminar has been received and expenses will be paid after the event.

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| | MILLER/HARRISON – MOVED THAT the Committee Reports be accepted as presented. Vote on Motion | Carried (unan.) | 18-904 |
| 6.0 | Request for Decision | | |
| | HARRISON/RAHN – MOVED THAT Kouri-Berezan-Heinrichs, Chartered Accountants be hired as the auditors to preform the AWWOA financial audit for August 1, 2018 to July 31, 2019. Vote on Motion | Carried (unan.) | 18-905 |
| 7.0 | Round Table | | |
| | SPOHR: Will be asking executive members what their interest are for next year’s committees. THORSON: Volunteered to say grace at the banquet. | | |
| 8.0 | Upcoming Executive Meetings | | |
| | MITES: Advised that the next executive meeting is scheduled for 5:00 p.m in room 363 of the Banff Park Lodge. The AWWOA Planning Meeting will be June 4 – 6 at Pigeon Lake and will be putting out an RFQ for a person to lead the strategic planning process. | | |
| 9.0 | In-Camera | | |
| | HARRISON/SINGER – MOVED TO go in-camera at 1:55 p.m. Vote on Motion | Carried (unan.) | 18-906 |
| | DHARIYA/ERECHUK – MOVED to go out of in-camera at 1:59. Vote on Motion | Carried (unan.) | 18-907 |
| 10.0 | Adjournment | | |
| | DHARIYA/BUREAUD - MOVED TO adjourn the meeting at 2:01 p.m. Vote on Motion | Carried (unan.) | 18-908 |

- Appendix A: Executive Director’s Report
- Appendix B: AWWOA Membership Totals
- Appendix C: Charitable Donations Report
- Appendix D: RFD – Tom Dlugosz NAIT Scholarship
- Appendix E: AWWOA Budget to Date