

Northern Territories Water and Waste Association
Board Meeting by Conference Call
Thursday, August 19, 2004
MINUTES

In Attendance:

Kojo Kumi, Kim Philip, Ken Johnson, Bob Phillips, Paul Guy, Mike Yakabuski, Pearl Benyk (staff).

1. **Meeting chaired** by Kojo Kumi and meeting called to order at 2:10 p.m. MST.

2. **Adoption of Minutes of April 27/04 Meeting:**

Corrections to be made:

- Ken Johnson will be facilitating the Operators Workshops
- Item 10 should read that 'it was agreed' that letters would be sent to all participants at the 2003 Conference, inviting them to volunteer on various committees named in the Visioning Exercise. (These letters were sent)
- Kim Philip was volunteered (was not present) to head up the conference committee. This is an on-going committee, not a "this year only " committee.
- #7 is to have "Operator Training Course" added to text

Moved by Ken Johnson, Seconded by Bob Phillips, that the minutes of April 27/04 conference call meeting be accepted. CARRIED.

3. **Activities of Committees struck at April 27/04 meeting:**

Kojo reminded the board members that the various committees struck at the April 27 meeting need to report to the board at the upcoming AGM. He suggested a work plan is needed so that the tasks are completed in time.

- Ken has started making revisions to the bylaws and will distribute them to the board and hopes to have it ready for a vote at the AGM.
- As Nelson Pisco (Membership and Marketing Committee) and Paul Diamond (Operators Committee) are not part of this conference call, it is not known whether or not anyone has contacted them about helping out.
- Paul Guy (Finance Committee) believes his committee should have a conference call soon to develop its terms of reference. NTWWA should have a financial plan, do a budget, set goals and be sustainable. The questions are: how to increase revenues, and how to budget expenses. Paul will get his committee (Bob, Kojo, Paul Diamond and himself) together and draft up terms of reference.
- Kim's committee (Conference Organizing) is a permanent committee and it is already operational.

Suggestions for Membership and Marketing Committee:

- Marketing should be done in advance of conference
- Need to come up with some way of sustaining the membership.
- Informal inter-governmental network should be used more consistently.
Questions of what membership means, etc. need to be answered.

Suggestions for Operators Committee:

- We need operators on the board in order to better know what services they need. What can we offer operators? Perhaps a survey of operators should be done. This is a major exercise, and possibly MACA has already done this.
- This committee should address Item A of Visioning Exercise Notes.

4. Liability issue

Mike Yakabuski says he sees no reason NTWWA can't help operators prepare for exams, operators could sign waivers so NTWWA not held responsible, should probably get a lawyer to deal with this issue.

Moved by Bob Phillips, Seconded by Ken Johnson, that NTWWA should consult with a lawyer to see what the cost would be for an opinion about whether or not a disclaimer re: NTWWA being responsible for potential harm caused by information shared in an operators workshop would be sufficient protection for NTWWA. CARRIED.

Bob Phillips volunteered to look into this. If NTWWA cannot afford the cost of this opinion Bob should not proceed.

5. Which Committees should deal with various issues raised in Visioning Exercise?

(Note: Points 4 and 5 under Section B [will NTWWA provide legislation advisory and service?] are to be moved to Section A.)

- Section A – Jointly by Operators Committee and Membership Committee (Board will wait for these committees to obtain input from the membership through a survey before moving forward on Vision Statement.)
- Section B – to be addressed by the whole board. After the board receives the results of survey being undertaken jointly by the Operators and Membership Committees.
- Section C – to be part of Vision Statement. Suggested that the Technical Services Advisory Group (TSAG) for aboriginal communities in AB could come to the AGM to share how they do this. If NTWWA invites them it will have to bear their costs. They will be contacted and told what we can afford and see if they are willing to come for that amount, given that they will benefit from the contact

as well. Conference Committee will decide if NTWWA is prepared well enough for this to happen at time of conference, possibly better done by phone.

- Section D – to be decided on by whole board.
- Section E 1. – Membership and Marketing Committee
- Section E 2. – Operator's Committee
- Section E 3. – Marketing and Membership Committee
- Section E 4. – whole board

As the various committees need to be ready to report to the AGM, committees need to report back to the board with their terms of reference and action plan *by mid September* at which time there will be a conference call.

6. Attendance of Bob Phillips at CWWA meeting

Bob Phillips (NTWWA's Director to CWWA) will attend the upcoming CWWA Meeting in Ottawa at the end of November, 2004. He requested approval of a car rental for a week – as he will be on the East Coast just prior to the meeting, he would prefer driving to Ottawa than flying. The car rental costs are comparable to the air fare. In response to a question from the Board, he agreed that he will not hold NTWWA liable for any mishaps arising from the road trip. The board agreed to his request.

7. Adjournment

Moved by Ken Johnson, Seconded by Kim Phillip that the meeting adjourn.

CARRIED.