



CPANS Executive Committee Minutes of Meeting

Date/Time: April 5, 2006
 Place: Conference Call
 Next Meeting: AGM – April 5, 2006

Present:
 Steve Hart, Adriane Carolla, Bob Becker, Lawton Shaw, Dave Onuczko, Paresh Thanawala, Robin Owen, Piotr Staniaszek, Allison Fisher, Kristina Friesen, Xiaoying Cheng, Randy Rudolph

Regrets: Bob Mick, Dan Pearson

Item	Discussion	Actions Required
Call to order and introductions		
Approval of minutes of the last meeting.		Deferred
Status of Elections	The cut-off date for nominations was 4 April. A run-off ballot for the vice-chair position is needed. Ballots to be sent out by 10 April. Executive positions to be filled by 30 April.	Ahmed to issue ballots with bio by 10 April
AQ Modelling conference in October	Steve Hart summarized the status of the conference. Almost all presenters and chairs established. There is a need to ensure a broad audience is reached including contacts in Saskatchewan and Manitoba.	All – email conference link to our contact lists when the announcement comes out
2007 Nuisance conference	Steve Hart suggested CPANS hold a conference on nuisance (noise, odour, dust) in 2007. Items for more discussion are whether the conference ought to be a joint AWMA-CPANS event and fee structure.	Steve to develop the idea further
CPANS Annual Report	Report was filed April 1 with HO. Executive agreed to purchase \$175 Director's Insurance.	Xiaoying to issue cheque to HO for director's insurance
Possible Conference Topics	A number of potential conference topics were discussed that CPANS might consider holding. These included: CBM – could do as a partnership with others; life cycle assessments	Piotr to review completed and planned CBM conferences
IPEP	The local section has folded and has	



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	returned to CPANS the seed money that CPANS provided to it in 2003.	
Recruitment of Volunteers	Kristina and others discussed the need for CPANS to recruit more volunteers to work on specific items like assisting with conferences and with the ACE.	
ACE Planning	Paresh and Bob Becker identified the need to get guidelines from HO for the local organizing committee. It was discussed that by the end of 2006, senior organizers need to be identified.	
Executive Training	The need for training for executive was identified and that the training should be available to all CPANS executive. The need for a bylaw review was also raised.	Lawton to attend IOT in Pittsburgh this spring. Randy to approach Tony van der Vooren to present a 1-day training course for CPANS executive around the Oct AQM conference
Student chapter possibilities	Robin discussed opportunities for adding more student chapters. He was approached by students from Lakeland College and will also follow-up with NAIT. The need was identified to provide more pro-active support to MRC students. The new student chair (Vanessa ?) spoke to Adrienne about web training opportunities.	Robin to follow-up with NAIT and Lakeland opportunities. All to identify ways to proactively support MRC during next year.

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