



**Minutes**  
**CPANS Board Meeting Agenda**  
**Tuesday, May 3, 2016**

A quorum of the Corporation being present, the undersigned, being the Chair of CANADIAN PRAIRIE AND NORTHERN SECTION OF THE AIR AND WASTE MANAGEMENT ASSOCIATION (the "Corporation"), hereby sign the following minutes pursuant to the Corporation's By-Laws:

CPANS by-laws states that Membership in CPANS shall be open to persons who are members in good standing of the A&WMA, and that each year there shall be a meeting of members. In addition to any other business that may be transacted, the financial statements and the report of the auditor shall be presented and auditors appointed for the ensuing year.

1. **Call to Order:** (12:35 pm)
2. **Roll call of Officers and Directors present of 2016/2017 Board:**

| Officers |                   |            | Directors |                  |                           |
|----------|-------------------|------------|-----------|------------------|---------------------------|
| x        | Patrick Roelofsen | Past-Chair |           | Wade Gieni       | Membership                |
| x        | Alena Saprykina   | Chair      | x         | Chris Levesque   | Membership/Vice           |
| x        | Sunny Cho         | Vice-Chair |           | Madhan Selvaraj  | Edmonton Luncheons        |
| x        | Piotr Staniaszek  | Treasurer  |           | Gloria Guber     | Edmonton Luncheons/Vice   |
| x        | Jennifer Barbier  | Secretary  | x         | Jyotsna Kashyap  | Calgary Luncheons         |
|          |                   |            |           | Michelle Seguin  | Calgary Luncheons/Vice    |
|          |                   |            |           | vacant           | Sask. Luncheons           |
|          |                   |            |           | vacant           | Sask. Luncheons/Vice      |
|          |                   |            |           | Keith MacDonald  | Promotions & Marketing    |
|          |                   |            |           | Vivianne Mansour | Website Editorial Content |
|          |                   |            | x         | Hans Osthoff     | Student Affairs           |
|          |                   |            |           | vacant           | Student Affairs /Vice     |
|          |                   |            | x         | Kim O'Neill      | Technical Programs        |
|          |                   |            |           | Marc Polivka     | Communications            |
|          |                   |            | x         | Reanna Zhang     | Awards & Education        |

x- in attendance;

R - sent regrets

     - action items

3. **Approval of agenda:**  
 Motion: Kim, 2<sup>nd</sup>: Chris.

4. 2015/2016 Officers:
  - Kim O'Neill – moving to technical programs
  - Patrick Roelofsen – moves to past Chair

- Alena Sapriyanka – move to Chair
- Sunny Cho – moves to Vice-Chair
- Piotr Staniaszek – stays as Treasurer
- Jennifer Barbier – stays as Secretary
- Wade Gieni – stays as Director, Membership
- Chris Levesque – stays as Vice-Director, Membership
- Jyotsna Kashyap – stays as Director, Calgary Luncheons
- Michelle Seguin – stays as Vice-Director, Calgary Luncheons
- Madhan Selvaraj – takes over as Director, Edmonton Luncheons
- Gloria Gurber – takes over as Vice-Director, Edmonton Luncheons
- Keith MacDonald – takes over as Director, Promotions & Marketing
- Vivianne Mansour – stays as Director, Website Editorial
- Marc Polivka – stays as Director, Communications
- Hans Osthoff – stays as Director, Student Affairs
- Reanna Zhang – stays as Director, Awards and Education
- Vacant – Director/Vice-Director, Saskatchewan Luncheons
- Approval of Board – motion: Jara; 2<sup>nd</sup> Alena

#### 5. Chairman's summary of 2015/2016

- Held Annual Conference and AGM entitled; *Monitoring, Assessment and Management of Environmental Quality: Challenges and Opportunities (May 26-27, 2015)*
- Website subcommittee formed to review and provide guidance to the board on current technical and social media needs to best serve our members
- Continued partnership with ECO Canada offering discounted event registration and training programs
- Greater collaborative relations with other A&WMA chapters looking to best serve our members
- Promote event information with BC Environment Industry Association (BCEIA)
- Board of Director held ten meetings in 2015 and one AGM
- CPANS is in very good financial shape with a reserve in excess of one years operating budget
- Donated 2015-2016 Section Fees to A&WMA
- CPANS Filed its 2015 annual report to A&WMA
- Sent one Board members to leadership training in 2015
- New technical luncheon sponsors for 2016-2017
- Increased student participation at Technical Luncheons
- Support air quality discussion group dinners
- Established new Award and Scholarship opportunities

#### 6. Items coming up in 2016-2017

- Drive value for our members
- Increase membership
- Social Media (LinkedIn, Facebook)

- CALPUFF Training Course
- Directive 60 flare tool training course
- Climate Change workshop
- Re-start Mount Royal University student chapter

#### 7. 2015 financials

|                              |           |
|------------------------------|-----------|
| • Net Assets (Start of Year) | \$ 91,152 |
| • Annual Revenues            | \$ 31,941 |
| • Annual Expenditures        | \$ 31,862 |
| • Investments                | \$ 69,866 |
| • Local Dues Collected       | \$ 3,170  |
| • Net Assets (End of Year)   | \$ 90,295 |

#### 8. Membership

- Board has made membership a priority.
- Discounts available for Young Environmental Professionals (YEP), Students and Graduates
- Contact lapsed members
- Membership survey
- More information sharing

#### 9. Luncheons

- 9 in Edmonton number of attendees ranging from 14 - 41
- 7 in Calgary number of attendees ranging from 21 – 67; most included webcasts
- Luncheons - discontinued in Saskatchewan; No local luncheon director.
- Other associations are being approached for future joint ventures

#### 10. Student Chapters

- CPANS has two approved student chapters including:
  1. University of Alberta (renewed with ~20 students)
  2. University of Calgary (renewed with ~20 students)
- Future prospect, discussions underway to re-start Mount Royal University, need faculty advisor to assist
- **Goals**
  - Introduce students to the benefits of being involved with CPANS and AWMA
  - Engage students in fundraising and social events, and working on school and community projects consistent with A&WMA mandate
  - Facilitate student attendance at networking events and conferences such as our luncheons, Annual Conference and AGM
- **2015-16 Highlights**
  - CPANS sponsored U of C student Panel Event
  - U of A/U of C student poster competition held at AGM
  - Increased student chapter members attended Calgary and Edmonton luncheons each month.
  - Established travel grants for students to attend conference and AGM

- Established the Frank Kloiber Memorial Scholarship for air quality/climate change research
- Thesis and Dissertation Awards for U of A / U of C

Adjourned: Motion: Hans; 2<sup>nd</sup>: Alena; 12:57pm