



**NASTT NORTHWEST CHAPTER – APRIL 23, 2009 BOARD MEETING – MEETING MINUTES**

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Date/Time: April 23, 2009 / 2:00 PM.

Place: Stantec Office, Edmonton, AB

Next Meeting: June 24<sup>th</sup>, 2009

Attendees: Albert Kwan  
 Ken Chua  
 Mark Brand  
 Dave Krywiak  
 Dan Willems  
 Alan Miller  
 Brad Redpath  
 Duane Strayer  
 Bill Boyes

Absent: Neil Kucharski

Distribution: Attendees, NASTT-NW Board Members, Website

Item:	Notes:
<b>1.</b>	<b>Call To Order and Related Business</b>
a.	<i>Albert Kwan called meeting to order at 2:05 pm</i>
b.	<i>Approval of last board meeting minutes</i>
	No meeting minutes have been sent out. Last meeting minutes not approved.
c.	<i>Agenda</i>
	Approval of AGM meeting minutes Chapter Officer Positions Activities Report Trenchless Project of the Year Chapter Magazine Other Dan Willems added: Scholarships  Motion for approval of agenda: Brad Redpath Second by: Bill Boyes  <div style="text-align: right;">Motion Carried</div>



Item:	Notes:
2.	<p><b>Approval of AGM meeting minutes</b></p> <p>Motion to approve – Duane Strayer Second – Mark Brand</p> <p style="text-align: right;">Motion Carried</p>
3.	<p><b>Chair Positions</b></p> <p>a. Due to the NASTT-NW chapter recently separating from the Washington NASTT there is no history of directors. As such it is recommended having Albert Kwan serve as Chair of NASTT-NW.</p> <p>Motioned by Brad Redpath Second by Mark Brand</p> <p style="text-align: right;">Motion Carried</p> <p>b. Vice-Chair: Duane Strayer Secretary: Brad Redpath Treasurer: Mark Brand</p> <p>Motioned by Bill Boyes Second by Mark Brand</p> <p style="text-align: right;">Motion Carried</p>
4.	<p><b>Section Activities</b></p> <p>a. <i>Edmonton</i></p> <p>Dan Williems gave report</p> <p>169 people attended the NASTT-NW Trenchless Conference</p> <p>30-40 people on average attend the technical lunches</p> <p>Lunch schedules are tentatively picked for September 2009 to May 2010</p> <p>Local section meeting to be held June</p> <p>b. <i>Calgary</i></p> <p>Duane Strayer gave report</p> <p>Calgary NASTT-NW Trenchless Conference planning is underway</p> <p>Nov 24<sup>th</sup>, 2009 is the short course and Nov 25<sup>th</sup> is the tradeshow and conference</p> <p>Location is the Coast Plaza Hotel.</p> <p>Calgary local chapter has hosted 5 technical lunches from Sept 2008 to April 2009</p> <p>Average attendance is 20-30 people</p> <p>Dan Willems has offered to update the NASTT-NW website to include dates of the Calgary luncheons. Also to allow people to pre-register for the lunch.</p>



Item:	Notes:
c.	<i>NASTT-NW Trenchless Conference</i>
	It has been decided by the board and all present to change the name of the annual trenchless symposium to NASTT-NW Trenchless Conference.
d.	<i>Others</i>
	Offer to have a CIPP course in Saskatchewan to promote trenchless technology
<b>5.</b>	<b><i>Project of the Year</i></b>
	Trenchless Project of the Year will be open to everyone in the NASTT- NW Chapter coverage area. This includes Alberta, Saskatchewan, and Manitoba. If merited a project from the Yukon, NWT and Nunavut would also be considered as no chapter exclusively includes these areas of the Country.
	Judging is open to anyone involved in the NASTT. This is to try and remove and bias from the judging. Preliminary options for judges include: <ul style="list-style-type: none"> <li>- Mike Wilmets</li> <li>- Jason Lueke</li> <li>- Chris Brahler</li> </ul>
	Duane Strayer is the Chair for the project of the year award for the Calgary Conference.
	Also looking for a vice-chair. Dan Willems volunteered to help with the project of the year award
	Dan Willems and Duane to talk about forming a sub-committee to review and possibly change the requirements for the project of the year award. To be discussed at next board meeting.
<b>6.</b>	<b><i>Magazine</i></b>
	<p>Albert has received a signed copy of our agreement with Del for our magazine. This document was signed on May 2, 2007 and is valid for a period of 3 years. Discussion was made on a possible breach of contract by Del for possibly not sending out last years' magazine.</p> <p>As there is only 1 year remaining on the current contract the board has decided to remain with Del and review options for next years magazine. An investigation will be done by the magazine committee to see if Del did or did not mail out a magazine last year. Information to be reviewed on an on going basis.</p>
	<p>As Jason Lueke has vacated the position, a new person is needed to fill this position. Brad Redpath has volunteered to chair this committee. Dave Krywiak and Bill Boyes also volunteered sit on this committee.</p>
<b>7.</b>	<b><i>Other Chapter Business</i></b>
a.	<p>Dan Willems put forward an idea of offering a NASTT-NW Chapter scholarship. After much discussion is was agreed that a sub-committee be formed to review this idea.</p> <p>Mark Brand volunteered to chair this committee. Dan Willems also volunteered to help.</p>



Item:	Notes:
b.	Transferring of Treasurer from Neil Koharski to Mark Brand to be co-coordinated between Mark, Neil, and Albert. Update on this transfer to be address at next board meeting.
c.	Next meeting scheduled for June 24 <sup>th</sup> , 2009.
8.	Call to Adjourn meeting  Motedioned by Mark Brand Second by Bill Boyes  <p style="text-align: right;">Motion Carried</p>

The meeting adjourned at 3:40 PM.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the undersigned immediately.

Sincerely,

Brad Redpath  
NASTT NW Chapter – Secretary  
Tel: (780) 914-9910  
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