

MINUTES
Municipal Service and Suppliers Association
2006 Annual Board Meeting
September 25, 8:30 – 10:00 AM
Winnipeg MB

Present

Jean Courcelles	Chair, Wolseley Waterworks
Darrel Stang	Chair Elect, Municipal Solutions
Mark Vogel	Weir Services
Don Webb	Mueller Canada
Dave Stephens	Mequipco Ltd
Peter Turgoose	PSI Pipeline Supply
Kevin McMechan	Canada Pipeline Accessories
David Tidy	Metcom
Terry Baturin	Metcom
Badil Ellinger	EP Engineered Pump
Dan O'Brien	Sanitherm Alberta
Al Turner	Echologics Engineering Inc
Audrey Arisman	Executive Director/Minute Taker

Guests

1. Call to Order

Jean Courcelles (JC) called the meeting to order at 8:45 AM.

2. Acceptance of the Agenda

Items added to the agenda:

- Awards
- Guidance manual

Motion: to accept the agenda as amended. Carried.

3. Review and Adoption Of Minutes Of October 18, 2004

Motion: to adopt the minutes of the October 17, 2005 Annual meeting. Carried.

4. Annual Report (Attached)

Chairs report reviewed.

Darrel Stang reported on the set up of online registration for WCWWA annual conference for 2007. MSSA has committed \$1500 to the set up of the system.

The 2007 tradeshow will be changed so that there are no papers conflicting with the show.

Affiliate memberships are not being utilized as expected; numbers are actually down from the first year they were implemented. Many companies still seem to be unaware of the benefit of having affiliate members.

All members without links on the MSSA web page were sent out an email to inform them of the benefit. Several companies replied with links which have been added to the member page.

5. Election Of Vice President (Manitoba)

Motion: To nominate Paul Ferreira, Royal Pipe Systems, as Vice President for 2007. Seconded. Accepted.

It was pointed out that Royal Pipe Systems does not generally have a booth at the tradeshow and may not be supportive of an employee involved in the planning of the 2009 WCWWA Tradeshow.

Action: JC will confirm with Paul Ferreria that he has support from his company to take the position.

6. Appointment Of Auditor

*Motion: To appoint AK Ross as auditor for 2006.
Seconded. Carried.*

7. Finance Policy

No comments were received on the draft Finance Policy provided at the meeting October 2005.

*Motion: To accept the finance policy as presented.
Seconded. Carried.*

8. Business Arising From Minutes

8.1. WCW Magazine

8.2. City of Winnipeg Tendering Procedure

Dave Stephens is continuing to work on the issue with the City of Winnipeg. No significant progress has been made.

9. New Business

9.1. 2007 Budget

Revenue will be much higher next year, as non-member WCWWA booth rates will include a membership.

Motion: To raise the membership fees to \$225 for 2007. Carried.

9.1.1. 2007 Sponsorships

No changes were made to the sponsorship plan from 2006. MSSA will fund the three 2007 provincial conferences with \$2000 each, and the WCWWA 2007 Conference with \$5000, with another \$1000 designated for the support of the online registration system.

9.1.2. 2007 Water for People Donations

\$1500 will be used to purchase items for the silent auctions held in Western Canada. Option of giving money only was discussed, as the funds do not generally bring as much in as they cost. The consensus was that the auctions make the events where they are held more interesting and the items promote MSSA more than a single cash donation would.

9.2. Awards

Darrell Stang reported the WCWWA is reviewing the awards presented at the annual conference. It was noted at the WCWWA Board meeting that there are no awards given that supplier members qualify for. There are supplier awards at the provincial association level, but those awards are voted on by members, not given by supplier peers.

Darrell suggested that MSSA have an award to recognize their members, to be named after John McClure, (Mueller Canada) a WCWWA Life member and long time MSSA supporter.

Action: A committee of Don Webb, Al Turner and Dave Stephens will define the award criteria.

Action: Don Webb will provide information on John McClure.

9.3. Guidance Manual

The office and the board will work on a guidance manual for the MSSA board. The manual should contain descriptions for all board positions with expectations for the roles.

9.4. WCW Magazine

The MSSA chair is to submit a report in the magazine.

The magazine continues to look for input for News from the Field. Reminders will be sent to all members when deadlines are pending. There are several members with either bad email addresses or non at all, all members should ensure that their contact information is up to date.

9.5. 2006 Tradeshow Feedback

- No traffic 5-6 pm on Sunday, the show could start at 7 pm, with lots food so that people don't have to go out for dinner.
- Complaints about the Sunday night food – would like to have something more substantial than finger food, and there was not enough variety.
- Everything else running well
- MWWA conference initiative: New innovations. The planning committee will determine the best innovations in the tradeshow and give the company the opportunity to showcase their product at the end of the conference.

10. Adjournment

Meeting was adjourned at 9:57 AM.