

Meeting Minutes - CAPTG Annual General Meeting

Montreal Trudeau Airport, Montreal, Quebec

September 13, 2011

Attendees:

Name	Organization
Alberto Valencia	GTAA
Alice Krol	Transport Canada
Andre Leclerc	Transport Canada
Brian Lackey	GTAA
Chris Stewart	GTAA
Dick Stilwell	Government of Yukon
Elie El Hindy	ADM
Ernie Heymsfield	University of Arkansas
Faustin Habiayaremye	Transport Quebec
Geoff Petzold	Golder Associates
George Nowak	Hatch Mott MacDonald
Gord Drysdale	CBR Tech
Graham Karlowsky	Transport Canada
Greg Cline	FAA
Jan Filarski	APMS
Jared Mitchell	DND
Katie Chou	Hatch Mott MacDonald
Lance Gelinas	DND
Leanne Whiteley-Lagace	Stantec
Myron Thiessen	DND
Parwinder Dhaliwal	DND
Ray Clement	DND
Stan Zelma	GTAA
Tom Sylvester	CBR Tech

Welcome: **Dick Stilwell** opened the meeting @ 14:25 by welcoming everyone to the meeting.

Review of Previous Meeting Minutes

- 1) **Myron Thiessen** reviewed the minutes from the General meeting held in February 2011. **Dick Stilwell** moves that we adopt the minutes as read. **George Nowak** seconds the motion. **CARRIED.**

Financial Report and Audit

- 2) **Geoff Petzold** gave the financial report. As of 08 August 2011, there was \$23,195.47 in our account. In general, we are in sound financial standing.

- 3) Expenditures for the workshop generally exceed revenues from registration fees but annual Sustaining Membership fees make up the difference.

By-Laws

- 4) **Myron Thiessen** reviewed the proposed by-law changes. The major change is a clear division of Officer positions into four Public and three Industry officer positions. **Myron Thiessen** moves that we accept the proposed changes. **Geoff Petzold** seconds the motion. **CARRIED.**

Elections

- 5) **Chris Stewart** described the necessary elections for this year.
- 6) **Marla Hughesman** was the only nominee for the Chair position. **Chris Stewart** called for other nominations from the floor but with no other candidates nominated, Marla was appointed CAPTG Chair by acclamation. The length of the term is two year.
- 7) **Alice Krol, Andre Leclerc, Surinder Singh Brar,** and **Chris Stewart** were the only nominations for the Public Officer positions. **Chris Stewart** called for other nominations from the floor but with no other candidates nominated, Alice, Andre, Surinder and Chris were appointed as CAPTG Industry Officers. The length of their terms is two years.
- 8) **Sandy Brown, Leanne Whiteley-Lagace,** and **Rico Fung** were the only nominations for the Industry Officer positions. **Chris Stewart** called for other nominations from the floor but with no other candidates nominated, Sandy, Leanne and Rico were appointed as CAPTG Industry Officers. The length of their terms is one year. A two year term is standard but in order to stagger the elections of the officers, this first term is for one year only.

2012 ICCP Conference

- 9) **Myron Thiessen** discussed CAPTG's commitment to the 2012 International Conference on Concrete Pavements in Quebec City. We are currently committed to a half-day workshop focused on concrete airfield pavements. **Andre Leclerc** has volunteered to help with the planning and serve as a main point of contact. The following is a summary of the ensuing discussion:
 - a. **Faustin Habiyaremye** indicated he would also be willing to help in the planning and organization on behalf of MTQ.
 - b. Potential topics for the workshop were suggested:
 - Practical/Case Studies – lessons learned
 - Texture issues
 - Maintenance – best practices
 - discussion included suggested that texture issues on concrete would be an interesting topic for discussion.
 - c. **George Nowak** indicated he or someone else on the Calgary runway design/management team could do a presentation on that project.

- d. **Chris Stewart** indicated that some of the recent work (e.g. Taxiway Delta) in Toronto could be presented. Some of the older work around the new terminal could also be presented.
- e. **Myron Thiessen** indicated that DND could do a presentation on recent concrete apron work in Trenton, ON.

2012 SWIFT Conference

- 10) To be held in Banff, Alberta, 17-21 September 2011. Workshop will be on the Monday with the conference scheduled from Tuesday to Thursday.

2012 Planning Meeting

- 11) The 2012 planning meeting will be held in Calgary and hosted by Golder Associates (**Geoff Petzold**). Dates haven't been selected yet, but it will likely be in early March.
- 12) **Myron Thiessen** reminded the group that it is open to everyone, not just the CAPTG Board.

Adjournment: **Dick Stilwell** moves that the meeting be adjourned. **Myron Thiessen** seconds the motion. **CARRIED.** Meeting was adjourned at 14:45.