



Canadian Chapter of the EIA

**Minutes**  
**Environmental Abatement Council of Ontario**  
**Board of Directors Meeting**  
**July 26, 2018 – TCA Office**

**CHAIRMAN AND SECRETARY**

Steve Fulford acted as Chairman, Betty Quan as Secretary and Jason Pelligra as Recording Secretary.

#	Item	Discussion	Action
1	<b>Call to Order</b>	<ul style="list-style-type: none"><li>• Steve called the meeting to order</li></ul>	
2	<b>Review and Acceptance of Previous Minutes</b>	<ul style="list-style-type: none"><li>• On a motion by John and seconded by Kelly, the minutes of the May 24, 2018 meeting were approved</li><li>• Edits for the Executive report for the website were provided</li></ul>	
3	<b>Financial Report</b>	<ul style="list-style-type: none"><li>• AGM expenses were reviewed.</li><li>• The June 30<sup>th</sup> financials were reviewed.</li><li>• The golf budget was reviewed.</li></ul>	
4	<b>Committee Reports</b>		
4 a)	<b>Executive Committee</b>	<ul style="list-style-type: none"><li>• The Executive Committee will meet soon</li><li>• PM EXPO seminar has been confirmed – 4 guidelines will be covered:<ol style="list-style-type: none"><li>1. Pre-Construction Hazardous Materials Survey: Steve</li><li>2. IAQ: Rob Robinson</li><li>3. New Federal Legislation re: Asbestos: Mike Harrett</li><li>4. CCA Mould Guideline: Glenn</li></ol></li></ul>	
4 b)	<b>Marketing &amp; Programs Committee</b>	<ul style="list-style-type: none"><li>• Held its first meeting – viewed as a success and with a great turnout</li><li>• One of the topics covered was to have a more varied slate of presentations at the AGM. While technical topics are always valued perhaps include business topics (ethics, management, etc.)</li><li>• Recognize membership tenures at the AGM.</li></ul>	

		<ul style="list-style-type: none"> <li>• The option of holding 2 pub nights per year was discussed. 1 in the GTA and 1 outside the GTA (i.e. Ottawa, Kingston, Hamilton)</li> <li>• Ian made note that the minute template that was used in the meeting should be adopted by other Committee Chairs – This would not only keep the records on point but provide continuity for the Board to reference</li> <li>• The next meeting is booked for August 15<sup>th</sup></li> </ul>	
4 c)	<b>Membership Committee</b>	<ul style="list-style-type: none"> <li>• The membership application was revised to include the Pre-Qual contractor criteria. Glenn will send it to Betty to post on the website</li> <li>• An email to be sent to members clarifying details on the new application (with a link to it): <ul style="list-style-type: none"> <li><b><u>Prequalified contractor member</u></b> – \$725 membership fee – must meet existing criteria for contractor membership including sponsorship by at least 1 contractor member in good standing. Existing “contractor” tab will now be changed to “prequalified contractors”.</li> <li><b><u>General member</u></b> - \$725 membership fee – no requirement to meet anything other than basic application requirements (no sponsorship required) and pay the fee. These members will not be allowed to indicate that they are an EACO contractor as they have not met the burden of proof for that designation. These members will have a 5 year time limit to move themselves up to the prequalified contractor level. A new tab will be created on the website labeled “general members”. This is where they will be listed.</li> </ul> </li> <li>• There needs to be a FAQ section on the website on how to become a pre-qualified member. Steve agreed to write it.</li> <li>• Membership categories on the website to be changed to: <ol style="list-style-type: none"> <li>1. Pre-Qualified Contractor (currently these are the “General Contractor” members)</li> <li>2. General Member (this will include contractors who are not pre-qual of which there are none currently plus those currently called “General Suppliers” and “Other”)</li> <li>3. Consultants (formerly called “General Consultants”)</li> <li>4. Associate</li> </ol> </li> </ul>	

4 d)	<b>Consultants Committee</b>	<ul style="list-style-type: none"> <li>• Kelly reviewed Rein's items for discussion with contractors: <ul style="list-style-type: none"> <li>○ Drywall &amp; ceiling tiles</li> <li>○ Dispose drywall as asbestos waste?</li> <li>○ Plaster: Type 3 for significant quantities? Friable? Type 2 less than 100 ft<sup>2</sup></li> <li>○ Vinyl sheet flooring</li> <li>○ Ducts/AHU in fireproofed buildings</li> <li>○ Grouts/tile beds/mortar</li> <li>○ block filler</li> </ul> </li> <li>• The consensus is to get "best practices"</li> <li>• The long term goal is to develop a matrix for Type 1 -3 and criteria for each</li> <li>• All of these topics/issues should be brought to Michelle at the MOL</li> </ul>	
4 e)	<b>Contractors Committee</b>	<ul style="list-style-type: none"> <li>• Consultants and Contractors were discussed at the same time therefore the minutes are the same for the 2 committees</li> </ul>	
4 f)	<b>Training Committee</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report as Jeff was not in attendance</li> </ul>	
4 g)	<b>Technical Committees</b>		
4 g) i	<b>Asbestos Committee (Hazardous Materials Worker)</b>	<ul style="list-style-type: none"> <li>• Ted noted an organization called "Asbestos Free Canada" contacted him to participate in a conference call that did not materialize. The agenda was to include registration of federal buildings with asbestos and alternative asbestos free products for floor tiles, etc.</li> </ul>	
4 g) ii	<b>Asbestos Committee (College of Trades)</b>	<ul style="list-style-type: none"> <li>• College of Trades advertising for participants on the Trade Board</li> <li>• Ted believes the non-union sector needs to have representation too</li> <li>• Things are on hold until the new government reviews it</li> </ul>	
4 g) iii	<b>Lead Committee</b>	<ul style="list-style-type: none"> <li>• Via the website, lead inquiries have been submitted to the association and directors have responded</li> </ul>	
4 g) iv	<b>IAQ Committee</b>	<ul style="list-style-type: none"> <li>• Guideline is inching closer but not quite ready until end of August</li> <li>• Target is to have it for presentation to the September Board meeting for review and approval</li> <li>• Ideally have it printed for PM Expo seminar</li> </ul>	

4 g) v	<b>Radon Committee</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report although there has been a lot of press about Radon lately</li> </ul>	
4 g) vi	<b>DeSub Committee</b>	<ul style="list-style-type: none"> <li>• Target is to have it completed for the September Board meeting for review and approval.</li> <li>• Add: mortar beds, tile beds, grout and block sealants</li> <li>• Ideally have it printed for PM Expo seminar</li> </ul>	
5	<b>New Business</b>	<ul style="list-style-type: none"> <li>• Jimmy – option to place ads in the newspaper for abatement workers. The idea is to bring awareness of careers in abatement. Marketing Committee to investigate costs</li> <li>• There was discussion of adding a job postings page to the website. Betty to investigate the cost of development</li> <li>• Steve – will ask that the LinkedIn page start posting for entry level positions</li> <li>• Norine – should Contractors Committee take minutes but exclude names, companies? It was decided that generic minutes will be taken at the meetings</li> <li>• Steve – A referral program was raised at the AGM. It was agreed that it would not work</li> <li>• Steve – at the AGM, it was suggested to have a flyer re: membership benefits. The currently tri-fold pamphlet is outdated. A new one, which would be online friendly, should be created. The Marketing Committee to work on a flyer.</li> <li>• Steve – at the AGM there was a suggestion to establish a Regulatory Liaison Committee to take EACO issues to the ministries and other policy makers. There needs to be more involvement from the MOL. The Executive Committee should manage the Regulatory Liaison Committee. Steve to draft a message to members about the committee, asking for a chair and committee members. Will require a bio.</li> <li>• Steve – at the AGM there were questions about Prompt Payment. FCA provided an update to their clients and Ian will check with Warren if EACO can use it on its site.</li> <li>• Steve - at the AGM there was a suggestion for an Awards Program. It was agreed that the Executive Committee will review it.</li> <li>• Steve – there is a Federal Regulation Update on Air Monitoring. The issue is air sampling outside an enclosure - compare to 0.1 or 0.05. Monitoring inside a containment system should use 0.1. Steve will forward it to the Board.</li> <li>• Steve - CCA has asked EACO if it is interested in developing a guideline on Water Damage on</li> </ul>	<p>Steve inform Mktg Comm</p> <p>Betty</p> <p>Steve</p> <p>Norine/ Jimmy</p> <p>Mktg Comm</p> <p>Steve/ Betty</p> <p>Ian</p> <p>Exec Comm</p> <p>Steve</p>

		<p>Construction Sites. It should deal with how to avoid water damage, not how to deal with it once it occurs. It should ideally include an insurance point of view. Craig Duffield should have good contacts. It was agreed a committee should have a call with Eric at CCA to understand what they are looking for. Ideally there should be an EACO document, not just a CCA one. Steve to draft the email to invite members to join the committee.</p>	Steve
6	<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>September 27, 2018 / 8:30 – 10:30 pm / TCA Offices</li> </ul>	
7	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>There being no further items to discussed, Steve adjourned the meeting</li> </ul>	