



Canadian Chapter of the EIA

**Minutes**  
**Environmental Abatement Council of Ontario**  
**Board of Directors Meeting**  
**January 22, 2020 – TCA Offices**

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**CHAIRMAN AND SECRETARY**

John Kocjan acted as Chairman and Jason Pelligra as Recording Secretary.

#	Item	Discussion	Action
1	Call to Order	<ul style="list-style-type: none"><li>John called the meeting to order</li></ul>	
2	Review and Acceptance of Previous Minutes	<ul style="list-style-type: none"><li>On a motion by Kelly and seconded by Jimmy, the minutes of the November 21, 2019 meeting were approved as tabled.</li><li>Omissions for the Executive Summary were reviewed.</li></ul>	
3	Financial Report	<ul style="list-style-type: none"><li>Betty presented a preliminary Dec 2019 financial statement. Not much changed since the last quarter.</li><li>The new membership application has increased interest, resulting in a spike in new members.</li><li>The annual audit is budgeted at \$3500, however Betty suggested to not perform one in 2019 – 2020. If members request one then we can do it then.</li></ul> <p>On a motion by Ian, and seconded by Sarah, it was agreed that an audit will not be conducted in 2019 – 2020 and will be reviewed for the following year.</p> <p style="text-align: center;"><i>Carried</i></p>	
4	Committee Reports		
4 a)	Executive Committee	<ul style="list-style-type: none"><li>The committee met last week.</li><li>The Matrix was the number one agenda item. It tracks all the information (insurance, audit, banking,</li></ul>	

		<p>constitution, bylaws, membership application, etc.) in regards to the name change to EACC and the Chapterization protocol</p> <ul style="list-style-type: none"> <li>• Steve spoke with Brent at the EIA to allow EACO to use their document regarding developing chapters.</li> <li>• The Lawyer provided a special resolution to change the name to be approved by the Board and then by the members at the AGM.</li> </ul> <p>A motion to accept the special resolution to change EACO to EACC was put forth by Ian and seconded by Norine <i>Carried</i></p> <ul style="list-style-type: none"> <li>• At the EIA conference, Steve will try to set up a “Canada Hour” where he can speak to Western Canada people re: chapters.</li> </ul>	Steve
4 b)	<b>Marketing &amp; Programs Committee</b>	<ul style="list-style-type: none"> <li>• Met on Nov 25th</li> <li>• Still need to do a survey monkey regarding golf to gage members’ interest in participating and which golf club they prefer. Betty to ask Wooden Sticks to hold September 16.</li> <li>• Spoke Club event was well attended and sponsorships (\$850) were strong therefore the event was viewed as a success</li> <li>• Ottawa Axe throwing event on March 5 has 20 registrants so far. There is a 48 person maximum</li> <li>• Both Conestoga and Fanshaw Colleges to contact Ian re: career fairs.</li> </ul>	Betty
4 c)	<b>Membership Committee</b>	<ul style="list-style-type: none"> <li>• ICON Restoration: met all regulations: APPROVED</li> <li>• Sure General Contractors: APPROVED</li> <li>• S2S Environmental: Still waiting for their health and safety qualifications and Quality Control Program. Once these are submitted it will be approved without having to come back to the Board. Steve volunteered to call them for it.</li> <li>• FPR Environmental: They were missing a contractor reference. Dave had offered to provide one. Glenn to call them once more to see if they want to reapply as General Members (not Pre-Qual).</li> </ul> <p>A motion by Glenn to accept Icon and Sure General as members, seconded by Norine. <i>Carried</i></p>	

4 d)	<b>Consultants Committee</b>	<ul style="list-style-type: none"> <li>• There were 19 respondents to the consultants' survey.</li> <li>• The committee will provide briefing notes with a consensus of results for the next Board meeting.</li> <li>• There were a lot of "Depends" answers due to situations.</li> <li>• There was discussion regarding minimum requirements vs. industry best practices.</li> <li>• Martin will follow up with Norine and Jimmy about the survey for the contractors committee</li> </ul>	Martin
4 e)	<b>Contractors Committee</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report</li> </ul>	
4 f)	<b>Training Committee</b>	<ul style="list-style-type: none"> <li>• For the IAQ guideline presentation at a downtown venue, Rob had provided some dates but they have since changed. Ideally we need 2 months lead time to promote it.</li> <li>• Jeff reviewed some venues: <ul style="list-style-type: none"> <li>○ YMCA: \$655 for 4 hours, without F&amp;B</li> <li>○ UofT: too busy</li> <li>○ Sheraton: too expensive</li> <li>○ George Brown: \$600, without F&amp;B</li> <li>○ TCA: free but not downtown</li> </ul> </li> <li>• Don't charge as it's a guideline</li> <li>• How to market it outside of EACO members?</li> <li>• Directors should invite their clients</li> <li>• It was decided not to print an IAQ booklet, just offer it as a PDF (8.5 x 11 size)</li> <li>• Steve will look into TD Centre</li> </ul>	Steve
4 g)	<b>Technical Committees</b>		
4 g) i	<b>Asbestos Committee (Hazardous Materials Worker)</b>	<ul style="list-style-type: none"> <li>• Nothing to report at this time</li> </ul>	
4 g) ii	<b>Lead Committee</b>	<ul style="list-style-type: none"> <li>• Nothing to report at this time</li> </ul>	
4 g) iii	<b>IAQ Committee</b>	<ul style="list-style-type: none"> <li>• Refer to Training agenda item</li> </ul>	
4 g) iv	<b>Radon Committee</b>	<ul style="list-style-type: none"> <li>• Steve to follow up with Bruce</li> </ul>	Steve
4 g) v	<b>DeSub Committee</b>	<ul style="list-style-type: none"> <li>• Steve will set a meeting with the Committee to review all the comments received back</li> </ul>	Steve
4 g) vi	<b>Preventing Water Damage During Construction Committee</b>	<ul style="list-style-type: none"> <li>• A few more people have joined the committee</li> </ul>	

4 g) vii	<b>Opioid Remediation Committee</b>	<ul style="list-style-type: none"> <li>• No one volunteered to Chair the committee</li> <li>• Betty to resend the email asking for a chair</li> </ul>	Betty
5	<b>New Business</b>	<p><u>AGM</u></p> <ul style="list-style-type: none"> <li>• It was agreed to return to The Vue. Betty will check on availability for May 28.</li> <li>• Betty to send out Call for Presentations.</li> <li>• Directors with terms expiring this year: <ul style="list-style-type: none"> <li>○ Kelly Smith-Newell</li> <li>○ Jeff Lainsbury</li> <li>○ Glenn Smith</li> <li>○ Norine Jones</li> </ul> </li> </ul> <p><u>TCA Agreement</u></p> <ul style="list-style-type: none"> <li>• The current TCA Agreement ends on March 31. It was agreed that TCA will continue to provide the same services however, if the responsibilities change due to the addition of chapters, then the contract will be renegotiated. The new agreement is for 3 years from April 1, 2020 – March 31, 2023.</li> </ul> <p>A motion to accept the new TCA agreement was put forth by Pete and seconded by Ian. <i>Carried</i></p>	Betty Betty
6	<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• Next Meeting will be March 26, 2020 / 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, John adjourned the meeting</li> </ul>	