



Canadian Chapter of the EIA

Minutes
Environmental Abatement Council of Ontario
Board of Directors Meeting
March 26, 2020 – Zoom Meeting

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">John called the meeting to order	
2	Review and Acceptance of Previous Minutes	<ul style="list-style-type: none">On a motion by Pete and seconded by Sarah, the minutes of the January 22, 2020 meeting were approved as tabled.John had sent everyone a draft of the Jan 22 minutes with suggested redactions for the website. The Board approved those omissions	
3	Financial Report	<ul style="list-style-type: none">The year end is March 31st.The Board had earlier agreed that an annual audit was not necessary. Instead EACO will perform a Notice To Reader.The Executive Committee investigated prices of other firms and concluded all prices were similar and staying with Hilborn LLP would be best option	
4	Committee Reports		
4 a)	Executive Committee	<ul style="list-style-type: none">Met on March 10thThe decision was made to push the AGM to September considering Covid-19 shutdowns. As such, there are several Constitution items that need to be reviewed.Terms of Directors - Those with terms expiring need to have it extended to the September date of the AGM or an electronic vote must be set up now. <p>It was moved by Pete, and seconded by Norine, to extend the terms of Directors with terms expiring this year until such time as successors are elected.</p> <p style="text-align: center;">Carried</p>	

		<ul style="list-style-type: none"> The constitution notes that AGMs are to be held within 90 days after year end. <p>It was moved by John, seconded by Sarah, to allow flexibility within the constitution while navigating through the Covid-19 pandemic</p> <p style="text-align: center;">Carried</p> <ul style="list-style-type: none"> Adding "emergency measures" to the constitution was suggested 	
4 b)	Marketing & Programs Committee	<ul style="list-style-type: none"> The Sept 18 golf tournament needs to be rescheduled as the EIA rescheduled the conference to Sept 15-18. Betty confirmed Wooden Sticks has Sept 23 available. As mentioned already, the EACO AGM was Postponed due to the Coronavirus. Angus Glen has closed until June. Axe Throwing in Ottawa went very well, 60 plus attendees and a \$1312 net profit thanks to sponsorships. Social media feeds should be flooded with material on the new Emerging and Existing Pathogens guideline. Sarah to speak with Flourish Marketing EIA Webinars are still in session AGM needs to be rebooked - proposed dates are June and September Betty suggested holding the AGM in conjunction with the Golf Tournament in Sept – The Board agreed. The committee will discuss the best itinerary for the day. 	<p style="text-align: right;">Sarah</p> <p style="text-align: right;">Sarah/ Caroline</p>
4 c)	Membership Committee	<ul style="list-style-type: none"> This is typically the time to send out membership renewals however with the Covid19 uncertainty, the optics of delaying may be better. It was agreed to send them out by end of March with June 30th due date. Betty to draft wording for email of invoices John to draft wording for mailed invoice. It can be short and printed on bright paper. Glenn provided a recap of membership applications: 	<p style="text-align: right;">Betty</p> <p style="text-align: right;">John</p>

		<p>1) Liuna Local 506 Training Centre - our constitution under Associate membership includes unions. An online confidential vote was conducted, and membership is denied.</p> <p>2) S2S - just waiting on Quality Control documents to be submitted. Recommendation to approve once it's received.</p> <p>3) FPR - changed application from pre-qualified contractor to contractor. Recommendation to approve.</p> <p>4) On-Point Environmental- Met all criteria but have not been in business for 5 years. Recommendation to approve and waive 5-year requirement</p> <p>On a motion by Glenn, seconded by Peter, S2S, FPR and OnPoint were approved for membership.</p> <p style="text-align: center;">Carried</p>	
4 d)	Consultants Committee	<ul style="list-style-type: none"> • Deferred 	
4 e)	Contractors Committee	<ul style="list-style-type: none"> • Deferred 	
4 f)	Training Committee	<ul style="list-style-type: none"> • Deferred 	
4 g)	Technical Committees		
4 g) i	Asbestos Committee (Hazardous Materials Worker)	<ul style="list-style-type: none"> • Deferred 	
4 g) ii	Lead Committee	<ul style="list-style-type: none"> • Deferred 	
4 g) iii	IAQ Committee	<ul style="list-style-type: none"> • Deferred 	
4 g) iv	Radon Committee	<ul style="list-style-type: none"> • Deferred 	
4 g) v	DeSub Committee	<ul style="list-style-type: none"> • Bruce and Craig have done a lot of editing and Steve will review the final draft soon. 	
4 g) vi	Preventing Water Damage During Construction Committee	<ul style="list-style-type: none"> • Deferred 	
4 g) vii	Opioid Remediation Committee	<ul style="list-style-type: none"> • Deferred. They delayed first meeting as there was no quorum (all busy re: Covid-19 issues) 	

4 g) viii	Infection Control Committee	<ul style="list-style-type: none"> • Pete is the chair. 18 members. 4 teams. • Final draft was sent to the Executive Committee yesterday. • Title is <u>Emerging and Existing Pathogen Cleaning – Best Practices for Environmental Professional Services.</u> 	
5	New Business	<ul style="list-style-type: none"> • There was nothing tabled at this time 	
6	Next Meeting	<ul style="list-style-type: none"> • Next Meeting will be May 28, 2020 / 8:30 – 10:30 pm / TBD 	
7	Adjournment	<ul style="list-style-type: none"> • There being no further items to discussed, John adjourned the meeting 	