



Canadian Chapter of the EIA

Minutes
Environmental Abatement Council of Ontario
Board of Directors Meeting
January 21, 2021 – Zoom Meeting

CHAIRMAN AND SECRETARY

John Kocjan acted as Chairman and Betty Quan/Christine Kebez as Recording Secretaries.

#	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 Ian and seconded by Mark, the minutes of the November 12, 2020 meeting were approved as tabled. Redactions for the website posting were provided by John in advance of the meeting which were agreed to by all. 	
3	Financial Report	<ul style="list-style-type: none"> The draft 2021 – 2022 budget was reviewed. Some suggestions to increase the training budget for webinars/information sessions (perhaps provide a certificate); this will increase the revenue. Challenge is finding speakers. M&P Committee to review. John to contact Brent at EIA to try to negotiate a bigger membership discount. It was noted that the March 2022 EIA conference would be included in this budget. The board would like to see the General expense line be more specific and separate out items – report insurance on its own line. Auditors – the constitution/bylaw states performing an annual audit, however, it was decided to do a Notice of Reader instead which is cheaper and sufficient for EACO's needs. A motion was put forth to approve the budget by Norine and seconded by Sarah. <i>Carried.</i> 	<p>M&P Comm.</p> <p>John</p> <p>Betty</p>

		<ul style="list-style-type: none"> A motion was put forth to approve the Dec 31, 2020 financial statement as presented by Ian and seconded by Glenn. <i>Carried</i> 	
4	Committee Reports		
4 a)	Executive Committee	<ul style="list-style-type: none"> The committee has met twice since the last board meeting. EACO will be applying for its own VISA card instead of using TCA's. EACC transition is moving forward. Notification has been provided to insurance, auditors, bank, EIA. The constitution & bylaws will be updated. EIA's Chapterization documents are being reviewed. A membership fee increase was discussed but it was decided to hold the same fee. 	
4 b)	Marketing & Programs Committee	<ul style="list-style-type: none"> Working on a launch date for the new EACC name, logo and website; include a contest for members to design the logo. Perhaps in June at Angus Glen golf club (using the deposit credit from the 2020 AGM that was cancelled) AGM will most likely be virtual – May 27th. There were 132 guideline downloads since early October. Betty will share the list of who requested what guideline with the board. 	Betty
4 c)	Membership Committee	<ul style="list-style-type: none"> This year's invoices will be sent out late March. The committee has agreed to hold fees for this year. Working on chapterization documents from EIA Applications from: <ol style="list-style-type: none"> True-Care – they have yet to submit their insurance documents but recommend accepting once they send it. Motion to accept True-Care by Glenn and seconded by John once insurance info is sent. <i>Carried</i>. Amosite: waiting for documentation. Glenn will follow up. Code of Ethics – ExCom drafted a new one that will be included with the new EACC application. Motion to accept the new code of ethics by Peter and seconded by Martin. <i>Carried</i> 	Glenn
4 d)	Consultants Committee	<ul style="list-style-type: none"> Martin shared the consultants' poll results - there are 8 questions that need to be reviewed by the committee for discussion. 	

		<ul style="list-style-type: none"> A white paper on removal of asbestos containing ceiling tiles should be drafted for posting on the website. What is the regulatory requirement, as a minimum? Consultants want to do best practice while contractors need to know the minimum requirement 	
4 e)	Contractors Committee	<ul style="list-style-type: none"> The committee should meet with the Consultants and Asbestos committees to develop a white paper on plaster removal. 	
4 f)	Training Committee	<ul style="list-style-type: none"> Nothing to report. 	
4 g)	Technical Committees		
4 g) i	Asbestos Committee (Hazardous Materials Worker)	<ul style="list-style-type: none"> John to follow up with the co-chairs of this committee in regard to the 129 member recommendations to Ontario Regulation 278/05. Need consensus on items. Steve wants to present them to IHSA by next Friday. Peter volunteered to assist if required. 	John
4 g) ii	Lead Committee	<ul style="list-style-type: none"> Nothing to report. 	
4 g) iii	IAQ Committee	<ul style="list-style-type: none"> Nothing to report. 	
4 g) iv	Radon Committee	<ul style="list-style-type: none"> Bruce Decker reported that CARST congratulated EACO on the new Radon section on its website. 	
4 g) v	DeSub Committee	<ul style="list-style-type: none"> Final draft was sent to the Board yesterday. Just need do to final grammatical check and formatting. A motion was put forward to approve the draft by John and seconded by Norine. <i>Motion carried.</i> John congratulated Steve and the committee on the new guideline. 	
4 g) vi	Preventing Water Damage During Construction Committee	<ul style="list-style-type: none"> Nothing to report 	
4 g) vii	Opioid Remediation Committee	<ul style="list-style-type: none"> This week's committee meeting was pushed back 2 weeks. 	
4 g) viii	Infection Control Committee	<ul style="list-style-type: none"> No updates to the document have been required. Pete suggested a white paper re: basics for cleaning and best practices. 	

		<ul style="list-style-type: none"> • Steve suggested a training session for cleaning companies. Pete will investigate it (maybe have a contractor and consultant moderate it). • Sarah noted that EMSL has done testing for COVID in the US and will check on data. 	Pete Sarah
4 g) ix	DOP Committee	<ul style="list-style-type: none"> • Majority of changes from CSA group have been accepted. 	
5	New Business	<ul style="list-style-type: none"> • Steve discussed how federally regulated properties (banks/telecommunications) will be required to provide air sampling (type 2 and 3). This could mean up to 30 samples a day which will drive up costs and cause analytic delays. BGIS is developing a policy for its clients. EACO should provide comment to government. • Betty reviewed Directors terms expiring this year. This item will be carried forward to the next meeting. • Kelly reported that her last day at Arcadis is Jan 29th. She has discussed membership with her new company. As was the practice in the past, Directors can remain on the Board for a grace period until their company joins. 	Betty Kelly
6	Next Meeting	<ul style="list-style-type: none"> • Next board meeting will be March 25th. 	
7	Adjournment	<ul style="list-style-type: none"> • There being no further items to discussed, the meeting was adjourned 	