



Canadian Chapter of the EIA

**Minutes**  
**Environmental Abatement Council of Ontario**  
**Board of Directors Meeting**  
**March 28<sup>th</sup>, 2018 – TCA Offices**

---

**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 Norine and seconded by John, the minutes of the January 25, 2018 meeting were approved</li></ul>	
3	<b>Financial Report</b>	<ul style="list-style-type: none"><li>• Betty reported that the audit should be ready a week before the AGM and will send it to the Board via email for approval.</li><li>• A draft budget for 2018-2019 was tabled<ul style="list-style-type: none"><li>❖ On a motion by Ted and seconded by Jimmy, the proposed budget was approved as tabled.</li></ul></li></ul>	
4	<b>Committee Reports</b>		
4 a)	<b>Executive Committee</b>	<ul style="list-style-type: none"><li>• The Excom met and training fees were discussed. The turnout at the last breakfast seminar was modest, and the fee deemed too steep for a 2 hours session.</li><li>• An option discussed for non-member attendees: should they attend an educational seminar, the cost of attending would be deducted from an EACO membership – The membership and training committee to work on producing the details for this</li><li>• Moving forward the Programs and Golf committee will merge. Pete is Chair and Sarah is also on the</li></ul>	

		<p>committee.</p> <ul style="list-style-type: none"> <li>• There needs to be more committee members to help with the work. Betty will email members looking for volunteers for: <ul style="list-style-type: none"> <li>○ <b>Membership</b> – Glenn (Chair), Ian, Steve. 1 more needed</li> <li>○ <b>Marketing</b> – Sarah (Chair), Pete. 2 more needed</li> <li>○ <b>Consulting</b> – A new Chair is needed. Must be a Board member. Steve and Ian to speak to Rein first.</li> <li>○ <b>Training</b> – Jeff (Chair), John. 2 more needed</li> </ul> </li> <li>• Once these positions are established, regular updates will be required. Should no updates be produced for more than 2 consecutive Board meetings, then the Chair will be re-evaluated or replaced.</li> <li>• <b>AGM</b> – speakers will be: <ol style="list-style-type: none"> <li>1. Brent Kynoch of the EIA - Benefits of EIA Membership</li> <li>2. Steve Fulford - Presentation of the new Pre-Construction Survey Guideline</li> <li>3. Michael Harrett - Updates to Federal Government Legislation for Asbestos</li> <li>4. Rob Robinson - Presentation of the new EACO Indoor Air Quality Guideline</li> </ol> </li> </ul>	<p>Betty</p> <p>Steve/ Ian</p>
4 b)	<b>Marketing Committee</b>	<ul style="list-style-type: none"> <li>• The Women’s event was well received and attended and there seems to be an appetite for more events, similar in nature</li> <li>• 36 attended and many were new to EACO events</li> <li>• A social media report on the numbers and details will be required for the AGM. Sarah to follow up with Flourish Marketing re: hits, retweets, followers etc. with comparison to last year.</li> </ul>	Sarah
4 c)	<b>Membership Committee</b>	<ul style="list-style-type: none"> <li>• OGEE Solutions should have applied under Consulting and not Associate. Betty to follow up with them.</li> <li>• Sure General Contractors missed their Contractor sponsor – Glenn to follow up with them and ask them to review the list of contractors on EACO’s site to see if they know anyone</li> <li>• Klean Condition – They are missing a H&amp;S policy and insurance plus a contractor sponsor. Glenn to follow up with them.</li> <li>• Steve is adamant that changes need to be made to the application process in order for EACO to grow and stay relevant. With the caveat that the Board always has the final approval on any new memberships</li> </ul>	<p>Betty</p> <p>Glenn</p> <p>Glenn</p>

4 d)	<b>Consultants Committee</b>	<ul style="list-style-type: none"> <li>Nothing new to report</li> </ul>	
4 e)	<b>Contractors Committee</b>	<ul style="list-style-type: none"> <li>Jimmy reported that the consensus from the last Committee meeting is that contractors do not want to lower the bar just to increase the EACO membership numbers. As well as alienating some current membes by inviting “lesser” contractors to join.</li> <li>Why aren’t consultants asked for tiered membership too?</li> <li>Ian asked the Contractors to propose an alternative option to increase membership while keeping the Contractors concerns in mind</li> <li>An option discussed – A Grandfathering process – New members can join as a pre-qualified with a 2 year reprieve before they have to pay the additional fee as well as provide the new qualifications.</li> <li>Another suggestion: join under “Claims made” then change to “occurrence based” after 2 years.</li> <li>Glenn to send a draft re: grandfathering for Board approval then Jimmy/Norine can take it to the Contractors at their next meeting.</li> <li>It was decided to move up the May 9<sup>th</sup> Contracors meeting to April 11<sup>th</sup> (at Pinchin’s offices) in order to have more time to decide on the matter before the AGM. The meeting time will be changed to 3 pm to see if the later time works better in terms of attendance. Ian will attend the meeting to represent the ExCom.</li> </ul>	<p>Glenn</p> <p>Betty</p>
4 f)	<b>Training Committee</b>	<ul style="list-style-type: none"> <li>Nothing new to report (see Executive Report for details)</li> </ul>	
4 g)	<b>Programs Committee</b>	<ul style="list-style-type: none"> <li>Pub night will be April 25<sup>th</sup> at the Ballroom. 4:30pm to 7:30 pm.</li> <li>Golf – King’s Riding contract was signed for September 20 with a start time of 1 pm. The Board wanted an earlier start (10 am – 11 am). Betty to follow up with Clublink to change it. Meals will be breakfast and lunch which is cheaper than lunch and dinner.</li> </ul>	<p>Jason</p> <p>Betty</p>
4 h)	<b>Technical Committees</b>		
4 h) i	<b>Asbestos Committee (Hazardous Materials Worker)</b>	<ul style="list-style-type: none"> <li>At this time there is nothing new to report</li> </ul>	

4 h) ii	<b>Asbestos Committee (College of Trades)</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report</li> </ul>	
4 h) iii	<b>Lead Committee</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report</li> </ul>	
4 h) iv	<b>IAQ Committee</b>	<ul style="list-style-type: none"> <li>• Rob committed to having the document completed before the AGM and present it then.</li> </ul>	
4 h) v	<b>Radon Committee</b>	<ul style="list-style-type: none"> <li>• There was nothing new to report</li> </ul>	
4 h) vi	<b>DeSub Committee</b>	<ul style="list-style-type: none"> <li>• Steve committed to have the guideline completed in time for the AGM presentation.</li> </ul>	Steve
4 h) vii	<b>Mould Committee</b>	<ul style="list-style-type: none"> <li>• Glenn reported that the review of the CCA Mould guideline was completed and CCA will adopt all the changes that were suggested.</li> <li>• Glenn and the Committee were congratulated</li> </ul>	
5	<b>New Business</b>	<ul style="list-style-type: none"> <li>• Nothing new to report</li> </ul>	
6	<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• May 24, 2018/ 11:00 – 12:30 pm / Richmond Hill Country Club</li> <li>• AGM To follow 1:00 pm to 6:00 pm</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>	