



MEETING MINUTES
A&WMA – ONTARIO SECTION MEETING
Thursday, February 17, 2011

Meeting Attendees

Email address

Brian Bobbie (Treasurer)	BBobbie@altech-group.com
Ciara De Jong (Vice-Chair)	cdejong@toronto.ca
Sean Capstick (Director)	Sean_Capstick@golder.com
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Mario Pieries (Director)	mario.pieries@opg.com
Jennifer Ahluwalia (Director)	Jahluwalia@Dillon.ca
Monika Greenfield (Director) [on phone]	Monika.Greenfield@valeinco.com

Regrets:

Tracy Hodges (President)	Tracy_Hodges@golder.com
Paul Complin (Chair)	pcomplin@ortech.ca
Ian Borrell (Director)	iborrell@biorem.biz
Rosalinda Ahmed (Director)	Rosalinda.Ahmed@ontario.ca
Nino Antadze (Director)	nantadze@uwaterloo.ca
John Nicholson (Director)	john.nicholson@ebccanada.com
Camille Taylor (Vice President)	cstaylor@craworld.com
Diane Freeman (Secretary)	dfreeman@craworld.com
Tony Van der Vooren (Director)	tony.vandervooren@amec.com
Dave Cmar (Director)	dcmar@dillon.ca

cc Minutes to: Stephanie Glyptis

sglyptis@awma.org

	<i>Item</i>	<i>Action</i>
	Quorum was present with a minimum of five Directors.	
1	Presentations by Scholarship Candidates for 3 scholarships <ul style="list-style-type: none"> • Each student given 5 minutes • Student presenters were: <ul style="list-style-type: none"> ○ Luckrezia Awuor (Ryerson University, BASc Public Health and Safety) ○ Kelly Lynn LeBlanc (Trent University, BSc Environmental Chemistry) ○ Eugene Mohareb (University of Toronto, PhD Civil Engineering) ○ Adam Vaiya (Humber College, BAT Sustainable Energy and Building Technology) ○ Emily Vingerhoeds (Carleton University, MASc Environmental Engineering) • Decision was made to vote on the candidates at the Board meeting following the presentations 	Mario to follow up with a

	<i>Item</i>	<i>Action</i>
	<ul style="list-style-type: none"> • Decision was made to give each Board Member 3 votes to determine who should get the 3 available scholarships & the scholarships would go to the 3 students with the highest number of votes • The highest number of votes when to: <ul style="list-style-type: none"> ○ Kelly Lynn LeBlanc (Trent University, BSc Environmental Chemistry) ○ Eugene Mohareb (University of Toronto, PhD Civil Engineering) ○ Emily Vingerhoeds (Carleton University, MASc Environmental Engineering) • Motion made to provide scholarship cheques to Kelly Lynn LeBlanc, Eugene Mohareb and Emily Vingerhoeds 	<p>procedure for choosing scholarship recipients in the future</p> <p>Carried</p>
2a	Confirmation of Agenda	Carried
2b	Confirmation of Minutes	Deferred to next meeting
3a	<p>Breakfast Program</p> <ul style="list-style-type: none"> • 15 signed up for Toronto breakfast seminar and 8 attended • No Toronto breakfast seminar in March • Hamilton - Karen Clarke will be presenting on PM 2.5 • Hamilton - Robert Cash on the New Health Canada permitting rules • Breakfasts usually end in May of each year • Financially - Toronto provides up to date reports on revenues and expenditures however there is no reports from Kitchner or Hamilton 	<p>Rob Stevens to talk to Vic on the NPC 300 Guideline (timing and stage of development) for a future breakfast seminar</p> <p>Brian to follow-up on these expense-revenue reports</p>
3b	2011 Annual Conference	Deferred to next meeting
4a	<p>Nomination and Election</p> <ul style="list-style-type: none"> • Brian has developed a guide that can be appended to the by-laws 	<p>Tracy to review</p> <p>John Nicolson and Tracy to send a notice and determine an election date</p>
5a	<p>Newsletter and Editorial Sub group</p> <ul style="list-style-type: none"> • Issue for discussion - should AWMA provide our mail list to a for-profit publishing company that produces our newsletter • Next meeting discussion items: 	Sean to update email contact list

	<i>Item</i>	<i>Action</i>
	<ul style="list-style-type: none"> ○ discuss what do we want the newsletter to do? ○ discuss if we are comfortable giving the mailing list away. ○ Determine if the Hamilton breakfast mailing list is a good representation of AWMA in that area 	
5b	AWMA International Update <ul style="list-style-type: none"> • Brian attended the last international meeting • Good Canadian and US representation • Lots of discussion on the website issues • Brian recommended that Ontario section should attend that meeting every 2 to 3 years 	
5c	Liaison with AWMA Ottawa Valley Chapter	Deferred to next meeting
5d	Website <ul style="list-style-type: none"> • No update 	
6a	Next meetings <ul style="list-style-type: none"> • March 17th • April 21st - Dillion in Oakville • May 19th - tbd 	Moved to March 24 due to March break
7	Other business <ul style="list-style-type: none"> • Draft Budget <ul style="list-style-type: none"> ○ Motion to accept draft budget ○ Audited 2009 finances presented ○ Motion to retain Jacobs and Associates for the 2010 audit, not to exceed \$2500 taxes included ○ 2010 books cannot be closed until we receive Kitchner-Waterloo breakfast seminar expenses and revenues ○ We are now using accrual basis accounting and using Quick Books software 	Carried Carried Brian to follow up with rules for not-for-profit money in bank in restricted or unrestricted accounts
7	Meeting Adjourned	
	Next Meeting Agenda Items Newsletter and Editorial Sub group <ul style="list-style-type: none"> • Next meeting discussion items: <ul style="list-style-type: none"> ○ discuss what do we want the newsletter to do? ○ discuss if we are comfortable giving the mailing list away. • Determine if the Hamilton breakfast mailing list is a good representation of AWMA in that area • Confirmation of January Minutes • 2011 Annual Conference • Liaison with AWMA Ottawa Valley Chapter 	