

Canadian Chapter of IECA Board

Meeting Minutes

Meeting Date: January 18, 2017
Meeting Time: Noon – 1:30 PM EST
Meeting Location: Teleconference
Meeting Called BY: Glenn MacMillan
Note Taker: Aileen Holland

ATTENDEES:

Glenn MacMillan, Ron Bisailon, Risa Olekshy, Mark Myrowich, Tim Egler-Wiome, Trent Hatfield, Aileen Holland, Jamie McCamon, Robert Wills, Gilles Rivard

ABSENT: Harry Reinders

AGENDA TOPICS:

- Welcome and Intro Glenn MacMillan

EVENTS:

TRIECA – March 22 & 23

- Goal 700 people to attend.
- 10% discount for IECA members
- Line up of speakers -all notified
- Registration – early bird ending soon

Montreal – April 11

- Stormwater/LID Conference
- 10% discount for IECA members
- Get English and French version of agenda up on website
- Ask IECA to assist with promoting the event
- Amanda Ingriselli to produce a flyer for the event

Halifax – June 22-23

- 2 day Stormwater/LID Conference hosted by the Atlantic Stormwater Initiative in partnership with the Canadian Chapter IECA in Halifax with small tradeshow to bring down cost
- CSA to talk about standards for stormwater and erosion and sediment control
- LID training course on day 2
- Free booth opportunity for Chapter and discounted registration to IECA members (10 %)

Saskatchewan

- Targeting fall for a workshop
- Planning is in preliminary stages
- Potential to partner with local college
- The SK Watershed is interested in working with, and developing a relationship with IECA
- Potential opportunity for IECA to coordinate logistics for the event

Calgary

- ALIDP targeting mid November for a Wetland Conference
- Potential discount for IECA members
- IECA Canada to help market the event

British Columbia

- ESC Conference next November
- Looking for a venue and date firmed up by end of January
- Glenn to send Trent contact info for Fairmont Hotels
- UBC– New University Partner interested in being involved

Toronto - June 5 – 7

- John McCullah delivering a 2 day stream restoration course (day 1 in class, day 2 in field)
- Day 3 – ESC Field Training Day at Kortright Centre
- John is interested in delivering additional training courses across Canada
- 10% discount for IECA discount

Fairmont Hotel reached out to Glenn to offer discounted rates for Chapter events across Canada

BUDGET:

- Draft budget sent to board today by Mark.
- Is this an aggressive budget? Are the numbers correct?
- What will our membership numbers look like?
- Mark to provide bank account details to Sharan Wilson
- She will deposit a cheque in our account for membership dues owed to Chapter
- Do we want to spend more money on marketing to get the word out about what IECA Canada is doing .Hard to create a budget when we don't know what the needs and wants are. Need to define the role of the chapter for each event to put numbers around them
- Further discussion required at future meetings

MONTHLY NEWS RELEASE

- Members generally don't feel engaged with IECA
- IECA Newsletters to date provide little relevance to what is happening in Canada
- Canadian Chapter to launch a monthly news release – one line description of what is going on in Canada – 4th Tuesday of each month

- TRIECA
- Discount for members for webinars, e-learning courses and in class training
- Call for committee members
- New University Partners
- Cornerstone and Emerald sponsors

MOU WITH EROSION AND SEDIMENT CONTROL ASSOCIATION (ESCA) OF CANADA:

- Considering changing their focus to ESC Certification Programs. Need to re-write their mission and vision statements. Risa and Glenn plan on meeting with Mathew Graham and Shelley Enders in Atlanta
- Waiting for updated MOU from Shelly, we'll circulate to Board for review before signing
- James Kay has stepped down as President, still acting as an advisor

COMMITTEES:

- Outcomes from three committee to be included in news releases
- Call for volunteers for three committees
- Must be an IECA member to serve on committee.

WEBSITE:

- Send new content to Glenn to post on website e.g. articles, news items etc
- A resource library has been added to the website
- Gilles has provided some content in French
- Amanda is developing a French version of the website
- Need to discuss budget for maintaining the content

LIABILITY INSURANCE:

- Mark got a quote form insurance company in Manitoba
- Mark to purchase 1 million dollar liability insurance for one year
- All agreed we should purchase liability insurance

CSA STANDARD FOR ESC:

- Partner with CSA to develop standard
- Draft service agreement sent to Sharan to review.
- Great opportunity for the Chapter to be recognized by the industry as a leader by being involved
- Help communicate this across the country.
 - Technical committee and Subcommittees to be established
 - Acting as a client for this project
 - Draft letter and background information to submit to potential funders
 - Risa, Gilles, Trent, Robert, Mark and Ron interested in being involved.

OTHER:

Risa – Submitted a call for presentation for the TAC Conference in Newfoundland Sept 24 -27. Potential opportunity to mention what’s happening with IECA

NEXT MEETING: (IN-PERSON ONLY) FEBRUARY 22, 2017 IN ATLANTA, 5 PM, COBB GALLERIA ,ROOM 103

Ron, Risa Mark, Harry, Glenn will be attending. All members will be invited.

ADJOURNED AT 1:30 PM EST

IECA Contacts - Main IECA Number 303-640-7554

Staff	Title
Sharan Wilson	Executive Director
Gretchen Bliss	Meeting Manager
Simin Cyrus	Accountant
Joanna Fetherolf	Education Director
Aileen Holland	Membership Director
Wendy Smith	Advertising/Exhibit/Sponsorship Sales
Jan Rabern	Marketing Director
Georgina Zynda	Chapter Development