

MINUTES

THIS FORM SHOULD BE SUBMITTED TO YOUR REGIONAL CHAIR (DRC) AND TO REGIONAL VICE CHAIR (RVC) OF CHAPTER TECHNOLOGY TRANSFER WITH MINUTES FOR ALL OF THE FOLLOWING: CHAPTER MEETINGS, BOG MEETINGS AND SECTION MEETINGS WITHIN THREE WEEKS OF EACH MEETING. (BOD 03-06-27-1C)

Chapter Name: Manitoba Chapter 017

Meeting Date: March 2, 2017

Chapter _____ **BOG** _____ **X** _____ **Section** _____

Attendance: George Marchildon (President), Dieter Bartel, Doug Castor, Kelli Goldstone, Dave Jurkowski, Corey Nation, Craig Perrett, Bert Philips, Tim Schick, Gavin Stewart, David Stones, Ian Urquhart, Mark Windeatt

Regrets / Absent: Robert Bisson, Jordan Bull, Rob McLean, Stephen Norsworthy, David Surminski

- 1) The meeting was called to order at approx. 7:27 a.m.
- 2) Attendance: Noted as above.
- 3) MOTION to approve the previous meeting minutes [GS/TS]; motion carried.
- 4) Upcoming Events
 - a) March 16th Dinner Meeting/Student Night (Jordan (absent), Gavin provided update)
 - i) The UofM will provide the use of the room and cover the food costs.
 - ii) Each student team will present their "progress poster".
 - iii) A write-up for the meeting notice will be sent to Corey to distribute asap (**Gavin or Jordan**)
 - iv) Typically, student nights have not drawn large audiences from the membership. We may need to look for incentives to entice better attendance in the future.
 - v) Room is E1-229 at the University of Manitoba
 - vi) A parking map will be sent out with the email notification. (**Jordan**)
 - b) April Dinner Meeting
 - i) DL still planned, despite issues with the meeting in Calgary.
 - ii) Status update to be provided. (**Stephen**)

Action required by Gavin, Jordan, and Stephen

- 5) Committee Reports:
 - a) Programs/CTTC – Stephen (absent)/Gavin:
 - i) No responses have yet been received to the call for nominations for projects eligible for technology awards.
 - ii) Deadline for submissions is mid-April.
 - iii) Possible contenders discussed: Amber Trails School; Active Living Centre; Canadian Museum for Human Rights (although the mechanical consultant is based in Toronto).
 - iv) All members asked to consider and suggest other projects for nominations, and encourage individuals and firms to participate if at all possible.

- b) Membership Promotion - Corey
 - i) Membership:
 - (1) Total membership count up to mid-50's.
 - (2) Improvement for this time of year, compared to previous year.
- c) Research Promotion - David S. (absent)
 - i) David S. is continuing to work on a few leads.

Action required by David Surminski.

- d) Treasurer – Kelli and Tim
 - i) Bank account balance currently at +/-10,000.
 - ii) Audit is underway, but not yet complete.
 - iii) David Stones has requested to review bank and credit card statements, and has indicated he will have the audit complete by the mid-March.

Action required by David Stones

- e) GGAC – Dieter
 - i) Dieter and Dave J. have reviewed the GGAC portion of the ASHRAE Manitoba website, and will send requested updates/edits to Stephen (**Dave**)
 - ii) Dieter and Dave J. reviewed PAOE points for the current year. Dieter advised that they change every year to suit the Society's incoming president's goals/targets/theme for the year.
 - iii) Code updates for CSA and NECB are progressing. Stirling Walkes remains on the Task Group for review of Parts 5 and 6 of the NECB.
 - iv) The 2017 errata package for the NECB 2015 will be published later this year.
 - v) No update yet on Manitoba adoption timeline of the 2015 version of the NRC code set.
 - vi) The Cold Climate Design Guide is due for an update. Erich Binder is organizing a committee of volunteers to help contribute to it. Please contact Bert or Dieter if any members are able to provide any feedback.
 - vii) Dieter will be taking part in a half-day seminar on the 2011 NECB to the Southern Alberta ASHRAE Chapter on Marsh 21st.
 - viii) Dieter will be presenting on the MECB to Red River College's project manager's course, on April 3rd.
- f) Student Activities – Jordan (absent)
 - i) Presentations will be coming up soon for RRC Civil Tech. and Mechanical Tech. courses, on:
 - (1) "A day in the life" of a sales engineer
 - (2) "A day in the life" of a C.E.T.
 - (3) "A day in the life" of a P.Eng.
 - (4) Building code content
 - ii) Mitch has material prepared for high school presentations, and will be doing these soon.

Action required by Mitch/Andrew/Ian/Jordan

- g) YEA – Robert M. (absent)
 - i) Currently organizing a tour of Torque Brewing Co. on March 31st.
 - ii) Event will be a technical plant tour and pizza night.

Action required by Rob/Gavin

- h) Refrigeration – Craig
 - i) Will prepare a brewery tour for next year's "refrigeration night" (Little Brown Jug Brewing, Torque Brewing Co. or Barn Hammer Brewing Co.)

- i) History – Robert B. (absent)
 - i) No update.
- j) Website – Stephen (absent)
 - i) No update.
- k) PAOE
 - i) Points may be available for presentations to other chapters (Dieter)
 - ii) Points may be available for refrigeration-specific topics (Craig)
 - iii) A thorough review of the points available needs to be reviewed, as they may not be categorized very clearly on the website.
 - iv) On-going updates required.

Action required by Officers

- l) Special Events – Mark
 - i) Two options were presented for the wind-up, to be decided by vote.
 - (1) Celebrations: May – Greece or June – Downtown Abbey
 - (2) Assiniboia Downs: Wednesday May 31st is the first weekday race.
 - (3) Votes came in in favour of Assiniboia Downs, by a vote of 9 to 4.
 - ii) The date of May 31st has been booked with the deposit placed.
 - iii) Mark will send out an event announcement by email to the membership.
- 6) Other Business:
 - a) Seminar:
 - i) Lessons learned:
 - (1) The biggest challenge was trying to organize and coordinate multiple presenters
 - (2) Overall though, the seminar went very well, w/ 68 paid attendees / 9 presenters/facilitators
 - ii) Financials: Total costs = \$4,505.54, Total revenue = \$17,100, Net Income = **\$12,594.46**
 - iii) Information from the seminar (Power-Point slides and Q and A's) will be sent to all attendees via a Dropbox link that Kelli will email out.

Action required by Kelli.

- b) Miscellaneous:
 - i) NRC trainers will soon be in town to provide seminars on their codes.
 - ii) CEM will be holding a course soon, and are asking for ASHRAE's assistance to help promote it.
- 7) New Business:
 - a) CRC Planning:
 - i) Confirmed attendees this year:
 - (1) Gavin (incoming president)
 - (2) Stephen (remaining as Programs/CTTC chair)
 - (3) Andrew McCorrister (incoming Student Activities chair)
 - (4) Jordan (incoming President-Elect)
 - (5) Dave J. (incoming GGAC chair)
 - ii) CIQ for next year is partially complete. A push will be made to finalize shortly.

Action required by Gavin

- b) Bert advised that there is an upcoming free webinar on analytics (data logging to optimize/maintain systems and equipment).
- c) Dieter advised that updates to ASHRAE's guidelines and standards are available by a Listserve subscription, and recommends signing up for them. [<https://www.ashrae.org/resources--publications/periodicals/listserves>]



- d) Corey advised that the chapter may wish to consider hosting a booth at the BOMA expo towards the end of the year (mid-October), and if so, we should make it a higher profile than we have in previous years.
- 8) The meeting was adjourned at 8:28 pm.

**NEXT BOG MEETING:
April 4th, 2017
7:30 am
@ SMS Engineering Office
770 Bradford St.**