



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: _____ July 29, 2014 _____

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

Attendance: Doug Castor (president), Corey Nation, Bert Philips, Dieter Bartel, Gavin Stewart, David Surminski, Stephen Norwsorthy, David Jurkowski, Robert Derksen, Stan Diachun

Regrets / Absent: Jordan Bull, Scott Hammond, Mark Windeat, Sam Frenette

- 1) The meeting was called to order at 18h50.
- 2) The Attendance was called and noted as above.
- 3) Minutes: last minutes not reviewed/approved.
- 4) Chair Updates
 - a) Programs:

Program chair, Sam, is stepping down as he is leaving Winnipeg in September for another employment opportunity out of province. For the interim, CN and DS volunteered to handle the position for the interim. Additional volunteers to help, or take over the chair position, are being sought.

CN proposed "Fish Fry" kick-off event in September, which would be a free event intended to bring out members new and old. This would not be a "formal" meeting, but more of a casual event intended as a "meet and greet" to acquaint people with the local chapter. Event would be funded by ASHRAE MB Chapter; food and drinks would be paid for (no alcohol will be served). Volunteers are required to help organize and put on the event.

Schedule for the monthly chapter meetings was set as follows:

September 4, 2014	"Fish Fry" kick-off (late afternoon/after hours)
September 25, 2014	Tour + dinner (evening)
October 11, 2014	Dinner meeting
November 13, 2014	Lunch meeting
December 11, 2014	Dinner meeting (cribbage tournament)
January 15, 2015	Dinner meeting (possible DL event)
February 12, 2015	Dinner meeting (possible DL event)
March 12, 2015	Lunch meeting
April 16, 2015	Dinner meeting
May	Windup event



Action: DC, CN, DS to finalize schedule and provide plan for next meeting. Also, need to recruit permanent chair.

- b) Membership Promotion (Corey):
 - a. First event will be "Fish Fry" in September which will serve as kick-off as well as membership drive. Intent it to get YEA and Students to attend, as well as others from the engineering community.
 - b. Current local chapter members are approximately 1/3 of the total society members in the province at present.
 - c. "Direct sell" of memberships in local chapter is being considered. The idea would be to visit various firms/business/organizations and promote the benefits of ASHRAE MB membership via coffee/lunch info sessions.

Action: CN to provide plan/proposal for next meeting.

- c) Research Promotion (Stephen):
 - a. CN to provide notes to SN related to chair position and lessons learned. SN attending training in near future.
 - b. Hitting targets has been challenging in past years (and have not been met in some). Best advice is to start early in the campaign. Also, can consider combining with other ASHRAE events (such as "Fish Fry").
 - c. "Full Circle" donations to be in ASAP, with November being the latest/deadline.

Action: SN to provide schedule for Research Promotion campaign.

- d) Treasurer (Gavin)
 - a. Seminars have been a good source of revenue. The account is currently showing a surplus, largely due to the seminar held last year.
 - b. Consider transferring the surplus to the mutual fund in preparation for future CRC. Target for the mutual fund is \$20K for the next CRC, which is in 8 years, which mean an annual target of \$2K contribution per year.

Action:

Gavin to produce plan for upcoming year, including financial plan for mutual fund/CRC savings.

CN/Gavin to review current costs for dinner and lunch meetings and determine if there is an opportunity to improve "value for money".

- e) GGAC (Dieter):
 - a. Refer to attached summary prepared by DB.
- f) Refrigeration – Scott
 - a. SH working on program. Update forthcoming for next meeting.
- g) Student Activities / YEA – Jordan
 - a. Discussion regarding furthering the industry mentoring program. Consider having this year's DL attend U of M or RRC to present to students.



- b. Plan for other YEA events to be presented.

Action: RD/JB to provide plan and time frame for mentoring program. JB to provide plan for other YEA events.

- h) Website
 - a. Website is in good shape.

Action: CN to cancel rights to domain on MTS.

- i) Seminars:
 - a. Intent is to have at least one seminar this year, likely after the winter holidays (Jan or Feb).

Action: Ideas for seminar topics are required ASAP (next meeting; forward to CN). Current ideas are: BACnet/Controls, Fire/smoke dampers, etc..

- j) History –Robert
 - a. Need to update chapter history. It is current up to about 2000, but light beyond that.
 - b. CN to provide “President’s Reminiscence” for website.
 - c. Historical piece of local ASHRAE/HVAC “notary” to be considered for upcoming year (similar to piece that was done by U of M on Gerry Price). Could also be on TC members or other local industry key persons.

- k) PAOE:
 - a. Performance in past years has been “acceptable” and appears to be on par with other chapters.

Action : Plan to be developed to capture more points this year and allow for more targeted effort.

- 5) Other Business
 - a) Better Buildings: ASHRAE representative required. Volunteers being sought.
- 6) The meeting was adjourned at 20h35.

<p style="text-align: center;">NEXT BOG MEETING:</p> <p style="text-align: center;">August 29, 2014</p> <p style="text-align: center;">Price Sales Boardroom</p> <p style="text-align: center;">101 Elan Blvd.</p>
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ASHRAE Manitoba
GGAC Update
July 29, 2014

The following activities took place during the last 3 months or so.

Commercial Kitchen Ventilation Technologies with OFC

- Letter of invitation/proposal to work together with DOL and industry stakeholders was delivered to the Fire Commissioner on June 6, 2014, with another follow up on June 27, 2014.
- Met with Fire Commissioner on July 23, 2014 to discuss content of proposal and goals of the chapter.
- Met with Fire Commissioner and Alison Peters (OFC) on July 29, 2014, to further discuss goals of a procedure/process with which to start working with the DOL on promoting and accepting EE technologies in CKV systems.

Red River College MECB Training (ASHRAE Manitoba collaboration)

- Emailed/called Shokry Rashwan on May 28th and July 22nd regarding MECB (Parts 5&6) course content/curriculum. As of July 22nd, they (Sheri Bielert) are not yet at a stage where they are willing to share any course content.
- I'm also still trying to confirm that we will only be called upon to review and comment on the HVAC/SWH content.

MIT Support for Codes and Standards

- Spoke to Cindy Choy and Bev Velestuk on July 23rd, regarding building commissioning standards. They will share with us, a copy of the minimum requirements for MIT projects. They are still looking confirm the proper references to Cx standards, and will discuss Cx training workshops (for their project managers) with ASHRAE in the future.

Upcoming opportunities include:

1. Speaking to the changes between MNECB 1997 and MECB 2011 at BOMEX
2. Assisting NRC in providing an OFC hosted presentation on the NECB 2011 (could include building officials, designers, contractors and owners)
3. ASHRAE Manitoba dinner presentation
4. Meeting with IISB to see what ASHRAE can contribute to their mandate

It is anticipated that this year's GGA Committee will have the same members as last year.

Dieter Bartel
Manitoba Chapter GGAC Chair