



ANNUAL GENERAL MEETING
TOWN SQUARE BREWING, EDMONTON
MARCH 10TH, 2020

MINUTES

ATTENDANCE:

ESAA Voting Members present via proxy or in person:

AGAT Laboratories
ALS Environmental
ATCO Gas
Bio-Limno Research & Consulting
CDNova Instruments
CORE Environmental Consulting
Dillon Consulting
Ecoventure
Element Materials Technology
Englobe
EnviroSearch
Ivey International
Jacobs

JSK Consulting LTD.
KBL Environmental Ltd.
Matrix Solutions Inc.
McElhanney Consulting Services
McLennan Ross
Morgan Construction & Environmental
North Shore Environmental Consultants
Osprey Scientific
Rice Resource Technologies
SLR Consulting Canada
Soil & Forestry Consulting
Solstice Canada
Tervita
Trace Associates Inc.
Tree Time Services
Vertex Professional Services

1. Call to Order

JSK Consulting (S. Thygesen) served as Chair and Trace Associates (D. Haight) served as Secretary for the meeting. Notice of meeting was sent out in accordance with the ESAA bylaws. It was stated that a quorum of members of ESAA were in attendance in person or via proxy. As there was quorum, the meeting was duly constituted and the Roberts' Rules of Order were to be followed. The meeting was called to order at 2:35 pm.

2. Approval of the Agenda

Osprey Scientific (K. Schmidt) moved that the agenda be approved. KBL Environmental (R. White) seconded the motion. The motion was passed and the agenda approved.

3. Approval of Minutes of March 21st, 2019 - Meeting of Members

KBL Environmental (R. White) moved that the minutes be approved. Osprey Scientific (K. Schmidt) seconded the motion. The motion was passed and the minutes approved.

4. President's Report

JSK Consulting (S. Thygesen) delivered the President's Report. There were no questions. Element Materials Technology (A. Neumann) moved that the President's Report be approved. Jacobs (J. Keller) seconded the motion. The motion was passed and the President's Report approved.

5. ESAA Management Report

J. Chowanec delivered the ESAA Management report. There were no questions. JSK Consulting (S. Thygesen) moved that the ESAA Management Report be approved. KBL Environmental (R. White) seconded the motion. The motion was passed and the ESAA Management Report approved.

6. Treasurer's Report

Osprey Scientific (K. Schmidt) delivered the Treasurer's Report. There were no questions. Matrix Solutions (P. Olmsted) moved that the Treasurer's Report be approved. Element Materials Technology (A. Neumann) seconded the motion. The motion was passed and the Treasurer's Report approved.

7. Appointment of Auditors

JSK Consulting (S. Thygesen) asked for a motion to reappoint RSM Canada (formerly Collins Barrow) as ESAA's auditors for the upcoming year. Matrix Solutions (P. Olmsted) moved that Collins Barrow be appointed as ESAA's auditor for 2020. North Shore Environmental (D. Cherniak) seconded the motion. The motion was passed and RSM Canada was re-appointed as ESAA's auditor.

8. Election of Directors

The Chair announced as per ESAA's Bylaws an initial slate of two (2) candidate was distributed and one (1) additional nomination was received. As there were only three candidates for the three vacant director positions, the following individuals were appointed to the ESAA Board for a three (3) year term:

- Sheila Duchek, SNC-Lavalin
- Sean Parker, McLennan Ross LLP
- Stacy Thygesen, JSK Consulting

JSK Consulting (S. Thygesen) thanked outgoing Board member Anthony Neumann and Peter Olmsted for their multiple years of service on the Board and support of ESAA.

9. Adjournment

Being that there was no additional business, the Chair asked for a motion to adjourn the meeting. Osprey Scientific (K. Schmidt) moved that the meeting be adjourned. Motion carried. Meeting adjourned at 2:50 pm.