

ANNUAL GENERAL MEETING MINUTES

Jasper Park Lodge

April 12th, 2023

ATTENDANCE:

ESAA Voting Members present via proxy or in person:

- 360 Energy Liability Management Ltd.
- AGAT Laboratories Ltd.
- ALS
- Arletta Environmental Consulting Corp.
- Ballast Environmental Consulting Ltd.
- Bio-Limno Research and Consulting, Inc.
- Borden Ladner Gervais LLP
- Bureau Veritas Laboratories
- CARO Analytical Services
- CD Nova
- Clean Harbors Canada, Inc.
- Core Environmental Consulting Inc
- Dillon Consulting Limited
- Earthmaster Environmental Strategies Inc.
- Ecoventure Inc.
- Element Materials Technology
- Envirogreen Technologies Ltd.
- EnviroSearch Ltd.
- Equilibrium Environmental Inc
- F&M Management Ltd.
- Hydrovac Waste Solutions
- InnoTech Alberta
- Ivey International Inc.
- Jacobs Consultancy Canada Inc.
- JSK Consulting LTD.
- Matidor
- Matrix Solutions Inc.
- McElhanney
- McLennan Ross
- Milestone Environmental Contracting Inc.
- Montrose Environmental Group Ltd.
- Morgan Construction and Environmental Ltd.
- Nichols Environmental (Canada) Ltd.
- Norstar Industries
- North Shore Environmental Consultants Inc.
- Oak Environmental Inc.
- Osprey Scientific Inc.
- Paragon Soil and Environmental Consulting Inc.
- Proactive Environmental Solutions
- Pro-Source Insurance and Risk Management Ltd.
- Rice Earth Sciences
- Ridgeline Environment Inc.
- SECURE Energy
- Signum Environmental Ltd.
- SLR Consulting (Canada) Ltd.
- Soil & Forestry Consulting
- Stantec Consulting
- SUBLATUS Environmental
- Summit, an Earth Services Company
- TerraLogix Solutions Inc.
- Trace Associates Inc.
- Tree Time Services inc.
- Vertex Environmental Inc.

- Waste Management
- Willms & Shier Environmental Lawyers LLP
- XCG Consultants Ltd.

- Alberta Recycling Management Authority
- ECO Canada - Environmental Careers Organization
- Fred Keating Media
- Hamdon & Associates
- PTAC (Petroleum Technology Alliance Canada)
- Tamarack Valley Energy Ltd.

Non Members

- Actual Media Inc.
- Alberta Environment and Parks

1. Call to Order

SLR Consulting. (R. Traynor) served as Chair and Earth Master Environmental Strategies (A. Dunn) 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 followed. The meeting was called to order at 4:20 pm.

2. Approval of the Agenda

Norstar Industries (R. White) moved that the agenda be approved. McLennan Ross LLP (S. Parker) seconded the motion. The motion was passed, and the agenda approved.

3. Approval of Minutes of April 20th, 2022 - Meeting of Members

Earthmaster Environmental Strategies (A. Dunn) moved that the minutes be approved. JSK Consulting (S. Thygesen) seconded the motion. The motion was passed, and the minutes approved.

4. Election of Directors

The Chair announced, as per ESAA's Bylaws, an initial slate of four (4) candidates was distributed and two (2) additional nominations were received for the three (3) openings, each for a 3 year-term.

The candidates were:

- Jennifer Carscallen, Arletta Environmental Consulting
- Thomas Flemming, Bureau Veritas Laboratories
- Amanda MacKinnon, 360 Energy Liability Management
- David Nuell, Nichols Environmental (Canada) Ltd
- Sean Parker, McLennan Ross LLP
- Laura Rathgeber, AGAT Laboratories

The completed ballots were collected and counted by ESAA (J. Byma) & Hamdon & Associates (L. Hamdon)

The Chair thanked all of the candidates that put their names forward. In addition, S. Duchek and S. Thygesen were thanked for their service on the ESAA Board.

Results were shared at the end of the meeting.

5. President's Report

SLR Consulting (R. Traynor) delivered the President's Report. There were no questions. Oak Environmental (F. Magdich) moved that the President's Report be approved. Matrix Solutions (S. Purves) seconded the motion. The motion was passed, and the President's Report approved.

6. ESAA Management Report

J. Chowaniec delivered the ESAA Management report. There were no questions. Morgan Construction & Environmental (S. Gough) moved that the ESAA Management Report be approved. JSK Consulting (S. Thygesen) seconded the motion. The motion was passed and the ESAA Management Report approved.

7. Treasurer's Report

Osprey Scientific (K. Schmidt) delivered the Treasurer's Report. There were no questions. 360 Energy Liability Management (A. MacKinnon) moved that the Treasurer's Report be approved. Matrix Solutions (S. Purves) seconded the motion. The motion was passed, and the Treasurer's Report approved.

8. Appointment of Auditors

At the 2022, ESAA AGM, the ESAA Members approved RSM Canada to act as ESAA's auditors for 2022. During the course of the year, RSM Canada dropped lower revenue clients, including ESAA. ESAA Management hired the services of Marson Borle Chartered Professional Accountants.

On a motion made by Osprey Scientific (K. Schmidt), seconded by Trace Associates (D. Haight) the firm of Marson Borle Chartered Professional Accountants were retroactively appointed as ESAA's auditors for 2022.

On a motion made by Oak Environmental (F. Magdich), seconded by Trace Associates (D. Haight) the firm of Marson Borle Chartered Professional Accountants were appointed as ESAA auditors for 2023.

9. Election of Directors

The Chair announced the election results.

The following individuals were elected to the ESAA Board for a three (3) year term:

- David Nuell, Nichols Environmental (Canada)
- Sean Parker, McLennan Ross LLP
- Laura Rathgeber, AGAT Laboratories

10. Adjournment

There were no additional questions or discussion. 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 4:35 pm.