



Bay 3, 7471 Edgar Industrial Bend, Red Deer, Alberta, Canada T4P 3Z5

Agenda for PGAA Directors Meeting 2020-01-15 09h00
Online at Go To Meeting

1. Call to order @ 9:03
2. Approval of minutes from last PGAA directors meeting (2019-11-27) attached
 - a. Gary Porter & Jonathon Greenland Approved
3. Additions or deletions to the agenda. Approval of agenda
 - a. Rick Makepeace approved
4. Reports: Copies to be sent out to everyone the day prior:
 - a. Treasurer – Mei Whyte
 - i. See attached report
 - ii. We need to get financial reports for the last several years in within 12 business days (before the end of the month). Trevor asked for assistance to do so.
 - b. GAMA – Mitch Huston (absent, Jonathon reported)
 - i. Bill Black spoke at the last meeting
 - ii. The executive meeting will be moved to just before the dinner meeting
 - iii. Stephen Neece will be speaking at the next meeting.
 - iv. Golf tournament will be Friday June 19th @ D'Arcy Ranch
 - c. GTA – Rick Makepeace
 - i. Had Christmas social at the rec room that was a success
 - ii. Offered to take part in the upcoming skills competition on behalf of the PGAA, all were in favor.
 - d. PAC – Ron Walder
 - e. CGA – **Position Vacant**
 - f. ACA – **Safety Position Vacant** and Gary (Contracts and Government Action)
 - g. Technical – Brent Harder – **Absent** (see report provided)
 - i. Tabling this for next meeting, Trevor would like Brent to speak to this.
 - h. SAIT – Brian Risbey/Gene Aquilini – **Absent**
 - i. Rick asked if we should include NAIT in on these meetings. Rick will send Trevor their contact info, and Trevor will send an invite
 - i. Certificate of Leadership – Kendall DaCosta
 - i. The star rating disappeared from the website, Trevor will get the rating list from Kendall, and forward to Taylor to add them back to the website
 - j. Website – Gary Porter
 - i. Cindy is not responding to our requests, so we have no website report

- ii. Our plugins aren't working right now for the calendar and the membership lists
 - iii. Gary would like an excel list of all the members from GTA and GAMA to enter into the website manually
 - iv. Trevor will reach out to a few other contacts that he has about taking over the website.
- k. PGAA Past President – Gary Porter
- l. Education – Regan Hoet/Wolfgang Kron
 - i. NAIT seems to be more supportive of our program, and they seem keen to help with the glazing program as necessary
 - ii. They are looking at producing an educational video about the glazing program for students that may also be posted to the website.
- m. Secretary – Taylor Wight
- n. Golf Tournament-Jonathon Greenland/Dwayne Stolz
 - i. Looking at booking dates and venues, will have that info during the next meeting
 - ii. Innisfail worked well last year, but Jonathon is just looking into a couple alternative courses to see what they can offer.

5. Old Business

- a. Carried forward. Current curriculum will continue to be reviewed and updated at the PAC level over the next foreseeable future. This years general meeting is tentatively scheduled for November 4th, 2020. PAC general meeting minutes were attached to November's minutes for review.
- b. Carried forward. Website access. Training was held on October 9th, 2019 to promote more adding of information to the website. More information / addition is encouraged to keep the site up to date. Trevor plans to participate more as well with PGAA updates. Meeting was held on Tuesday January 14th with Cindy, Gary & Trevor in regard to the problems that we are seeing on the website (time issues, plug-ins, etc.). See attached email from Cindy in preparation of Tuesday's meeting. Please provide updates from Tuesday's meeting with Cindy. No events / upcoming events listed.
 - i. Trevor is currently updating the website using Gary's access, he has reached out to GAMA and GTA to get events that need to be entered into the calendar.
- c. Please refer / review the attached email from Cindy regarding calendar, database plug-ins & searchable database. Much information on this email, please review and provide thoughts. Gary / Trevor to speak to this and provide update on Tuesday January 14th, 2020 meeting with Cindy.
- d. Trade definitions regarding 'Demountable Partition' section. Any update?
 - i. Was Gary able to attend the meeting via call in? / Lynn Allen able to attend? Any news to report?
 - 1. Gary did attend (via call in) they were thinking to maybe push partitions into the drywaller responsibilities, but they

didn't seem keen to deal with it. Another meeting is set for the future, and Gary will try to set up a meeting with DIRTT as well.

- e. Carried forward. Environmental scan-what are we seeing out there? What does the 2020 hold for us and our membership? North & South markets.
 - i. Edmonton doesn't have a lot of work right now, it sounds like they are getting a lot of companies to bid on the existing jobs and the prices are very low. Calgary is seeing similar conditions, lots of bids are going out, but not a lot of jobs are being awarded.
- f. Carried forward. PGAA to donate annual contributions of \$1,500.00 to AIT for the awards ceremony held in September, award to be handed to the top glazier. Mei was to look into past records to see if she can find when the \$30k was donated from the PGAA as that amount was thought to be enough to generate interest that would cover the annual donation. Any updates on this? Mei not in attendance last meeting and details not provided in treasurer report.
 - i. Trevor will follow up with Mae concerning this and this can be discussed during the next meeting

6. New Business

- a. Carried forward. Brad Simpson has developed an overview as well as a template of application for the 'Project of Merit' initiative that was discussed at last meeting. Attached are the documents that Brad has put together. Brad, please speak to these documents and your plan for the 2020 inaugural year to get it off the ground. Thoughts of combining it with the COL (both applications sent out at the same time with the same deadline which would allow GAMA & GTA to be able to present these awards at their AGM. Which position would assume the role of lead after Brad oversees the first year? Thoughts?
 - i. See attached proposal from Brad
 - ii. Would like to have everything in by September to be judged, so Brad would like to start sending things out starting in February
 - iii. We will gauge response this year and see how we need to change things for the coming year.
 - iv. Thanks to Brad for all the thought and work he's put into that.
- b. Carried Forward. Jonathon Greenland, please provide update on any progress regarding the idea (that has been discussed at the last couple of directors meetings) of constructing an Alberta glass convention which would be held in Red Deer (sponsored by the PGAA) regarding the state of the industry. Combination with the golf tournament. Any progress with the committee to organize this event?
 - i. Will update this during the next meeting.
- c. Discussion of membership fee's to be collected from GAMA and GTA. Mei, please provide timeline on when these invoices need to be sent out. Discussion on actual fee to charge. Waived last year, previous years of

100.00 per member. Thoughts of \$50.00 per member based on financial status of PGAA at this time? Thoughts?

- i. Everyone was in agreement that \$50 was reasonable as the added cost that was required to be sent to the CCA previously is no longer required, so \$50 per member from each group should cover any annual deficit.
 - d. Carried forward. PGAA objectives and goals for 2020:
 - i. Brent has started the ball rolling on procuring support from other provinces for updating CAN/CGSB 12.20 (Structural Design of Glass for Buildings):
 1. Please refer to Brent's email chain with Trevor's inquiries on this topic and provide thoughts / open for discussion. Brent will be confirming if the 'survey' template (template attached in reports) will be revised and sent out to the provincial associations and their members in the near future to gauge interest in specific funding requirements of the CGSB. 2 separate questions:
 - a. Remain part of ISO? 10K +- funding required.
 - b. Updating CAN/CGSB (every 5 years). 85K +- funding required.**Trevor would like to keep this discussion open for next meeting that Brent Harder will be present so he can explain the topic in further depth**
 - ii. Mission statement for PGAA. PGAA will be moving forward with the addition of the following mantra and description of the association to the website. Trevor will bring this up to Cindy at the Tuesday meeting or afterwards once the other various website issues are rectified.
 1. Mantra: Educate, Collaborate & Advocate.
 2. PGAA: Education, Liaison between GTA & GAMA & advocacy of contractors to province.
 - a. Trevor will be adding this to the website.
7. Round Table – Other Comments, news, or issues.
 8. Next Meeting- Annual General Meeting, 2020-03-18, 09h00, RDCA Boardroom and online via Go-To-Meeting. (We should check on required quorum attendance – 10% of overall membership – would be about 9 people/companies)
 9. Motion to adjourn the meeting @9:44
 - a. Gary Porter & Jonathon Greenland

Trevor Whyte
President, PGAA



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