1. Called to order at 4:45 p.m.

   Present: Mike Gubesch        Grant Miles
            Dan Shaw            Darryl Boyce
            Grant Hilliard      Owen Glendon
            Peter Ziebart        Brenda Stonehouse
            Marney Kent

2. Don Johnson finished the audit on last year's financials.

   Motion to accept the audit by G. Miles. Seconded by B. Stonehouse.

3. Trade show will be held on February 15, 1994. Hugh Polser will assist Grant Miles with the show.

4. Grant Miles to follow up with Tom Dyer at Fanshawe College regarding a possible student branch.

5. Expenses for the Quebec CRC to be accepted as submitted. Total $2,542.00 versus budgeted $2,500.00.

6. Discussion of a 2 tier meal plan. New membership fee as follows:

   Membership - includes 8 meals $130.00/year
   Out of town members $40.00/year
   Meals (out of town) $25.00/night
   (students) $15.00/night

   Motioned by Chris McEwen. Seconded by B. Stonehouse.

7. Last meeting minutes reviewed by G. Hilliard. Minutes approved by D. Boyce and seconded by Owen Glendon.

8. November meeting at the Convention Centre will be combined with a Research Promotion night.

9. Dara Bowser will be a possible speaker for May's meeting.

10. Treasurer:

    Signing authority has been switched over to B. Stonehouse, P. Ziebart and G. Hilliard.
11. **Membership:**

M. Gubesch discussed the membership delinquency rate. Goal is 5% increased membership.

2 new members to date
1 advancement

12. **Research Committee:**

$290.00 raised to date out of a Chapter goal of $6,000.00. The challenge is $6,400.00.

Darrel asked for volunteers for his committee.

13. **Historian:**

Owen will produce a report.

Owen to discuss the Centennial Project Committee at next meeting.

14. **Newsletter:**

Neil will advertise in next month's newsletter for companies interested in placing business card advertisement.

15. Owen will be keeping track of PAOE points this year. He would like a report from each chairperson on a monthly basis.

16. **Refrigeration:**

Marney Kent has accepted the position of Refrigeration Chairperson. Refrigeration night will be in May 1994.

17. **TEGA:**

Toronto chapter runs tutorials before the meetings and invites students to attend. Dan suggested that rearranging the dinner/speaker schedule may be a way to keep attendance for the speaker. Possible future tutorials on D.D.C. control & pump.

18. Peter reviewed a list of gifts available for speakers. Brenda will order the following:

- 5 sets of Mug & Coasters @ $10.00
- 5 Thermostat/Paperweight @ $10.00

19. Peter and Darryl will check for the existence of past awards.

20. Michael suggested that ES-400 presentations by university student finalists would qualify for Research night speakers.

**MEETING ADJOURNED @ 6:30 P.M.**
➢ Refrigeration:
  • 2 refrigeration programs this year - last year 1
  • 2 refrigeration sessions this year - last year 1

➢ Historian:
  • Owen to send in the chapter history report to receive the gold ribbon award and 100 points
  • require someone to take over historian position for next year

➢ Budget:
  Mike will look into new locations for chapter meetings and create a sub committee to investigate the cost of meals

➢ Treasurer:
  • $5,281.00 savings account
  • $1,395.00 current account
  Mike to prepare a budget for next year.

➢ Newsletter:
  Neil to follow up with people who have not paid their advertising fees.

Next meeting to be held July 12 to discuss budget, CRC, etc.

Adjournment at 6:45 p.m.
Chapter  LONDON CANADA CHAPTER
Indicate Type of Meeting:  Chapter X
Attendance:  Members 23 Guests 8

Meeting Date  APRIL 25, 1994
Board of Governors
Compiled By  Chris McEwen

➤ Research:

Chairman Darryl Boyce made presentations for 1993 contributions to
  • Union Gas - Dave Simpson
  • Glover Hill - Cy Glover

➤ Society Nominations Announced:
  • Tom Drennan, Region Vice Chairman, Refrigeration
  • John Bissett, Director at Large
  • Darryl Boyce, Nominating Committee, Long Range Planning Committee

➤ Chapter Nominations:
  • Kirk Flowers, President
  • Grant Hilliard, Vice-President
  • Brenda Stonehouse, Secretary
  • Mike Gubesch, Treasurer

➤ Tom Drennan ran refrigeration technical session on high frequency purge units.

➤ Ted Bellski of John Labatts Ltd. and HVAC Designer, Tad Madrzyk presented the sterile
  ventilation system for the bottle shop in the London brewery. Special emphasis was made for
  on-line maintenance of HVAC systems.
ASHRAE
BOARD OF GOVERNORS MEETING
APRIL 6, 1994

Present: Peter Ziebart
        Kirk Flowers
        Owen Glendon
        Brad Deneau
        Mike Geubesch
        Grant Hilliard
        Chris McEwen
        Brenda Stonehouse

➢ Andy Ireland will cover Refrigeration.

➢ Marnie Kent will cover TEGA.

➢ Paid members - 50 to date.

➢ WDCA - we are expecting $2,900.00 in revenue.

➢ Mike Geubesch to forward Don Morton’s obituary to society in Atlanta.

➢ Mike Geubesch still requires a copy of October’s newsletter for PEO points.

➢ Next year’s fees will be graduated. A 10% increase will go into effect 2 months after the fee request is issued.

➢ Last meeting minutes approved by Owen and seconded by Brenda.

Program:

➢ April & May Programs are confirmed.

➢ Climate Control will be this year’s sponsor.

➢ Peter will fill out speaker evaluation forms as part of TEGA.

Treasurer:

➢ $1,500.00 - chequing
➢ $5,200.00 - savings

Membership:

➢ 16 members have not paid society dues - 8 are forwarding cheques and others are to be contacted.

Research:

➢ Owen to head up the phone-a-thon on April 14th and 19th.
**Historian:**

- Owen would like to call May meeting the "Centennial Celebration" and invoice original Board of Governors to attend and be presented with Centennial memorabilia (lapel pin).
- Owen will submit his Historian report to Dalton.

**Nominations:**

- Brad will accept Treasurer.
- Grant Miles will move to Education.
- Hugh Palser will look after the LDCA Trade Show.

**Roster:**

- Next year's roster to be printed by January of next year.

**Education:**

- Brad is still working on POE point approval.

**CRC:**

- August 11, 12, 13 in Ottawa. The following people have shown interest:
  - Darrel
  - Kirk
  - Brad
  - Mike
  - Grant M.
  - Peter
  - Owen
  - Brenda
  - Grant H.
- Peter provided a copy of the videos available under loan from ASHRAE (attached).

Meeting adjourned at 6:05 p.m.
American Society of Heating, Refrigerating & Air Conditioning Engineers, Inc.
171 Tulle Circle N.E.
Atlanta, Georgia 30329

Minutes

Chapter: London Canada Chapter
Indicate Type of Meeting: Chapter
Attendance: Members ____ Guests ____
Meeting Date: March 8, 1994
Board of Governors: X
Compiled By: Grant Hilliard

Present: Peter Ziebart
         Grant Miles
         Kirk Flowers
         Michael Geubusch
         Brad Deneau
         Grant Hillard
         Marney Kent
         Darrel Boyce

- Accepted minutes of last meeting. Motion: Grant Miles, Seconded: Mike Geubusch

- Research Night:
  - Topic - Dispersion from Fumehead Exhaust
  - Speakers - Dr. Isamov & Dean Dickey
  - Tech Session - Lindsay Hird - Carrier
  - Tom Drennan Jr. has been recommended for RVC Refrigeration
  - Andy Ireland will be approached by P.Z. re: being next year's refrigeration committee chair. Marney Kent to go to TEGA.

- Program:
  - April/May - Tour of Labatts
  - Tech Sessions - air purgers (Labatt Tour)
  - comparing refrigeration efficiencies
  - June - golf date
  - Kirk to follow up with Palser Ent. re: sponsorship for this year

- Treasurer:
  - 44 paid members to date
  - Chris to follow up with V&R re: membership. Two members will be paid. Require members names for V&R and address backcharges.

- LDCA:
  - wrap up meeting Friday, March 11 to review exhibitors comments.
  - 10 - 15% decrease in attendance this year.
  - possibility of holding the monthly ASHRAE dinner the night of the trade show to increase attendance.
Membership:
- Grant Hilliard to contact the Free Press re: acquiring a copy of Don Morton's obituary.
- 16 members have not paid.
- 7 new members.
- 1 advancement.
- Mike will distribute a brochure re: the benefits for companies belonging to ASHRAE.
- Neil to compile a list of companies having multiple memberships for the President, Neil Patterson, to send a letter to.
- Mike G. requires a copy of Oct. Newsletter advertising membership promotion night.

Research:
- $1000 from Union Gas has been received.
- Brad to contact Trane.
- Telephone calls and follow up letters are in progress.
- London Chapter will donate $1000 once again this year.
- Brenda & Neil are to forward a list of members called to date requesting payment of dues to Brad or Darrel for use with their research calls.

Centennial:
- Will be held the same night as the Labatt Tour.
- Owen will prepare a short overview of the chapter to present to the membership.

General:
- 778 PAOE points to date - lowest for Region II.
- Points expected for the work with the UWO course for Education.
- Points for membership promotion night have not been received.
- Brad is waiting for reports.
- Marney requires information on new members with Refrigeration background from Mike.

Nominating Committee:
- Owen to coordinate.

Family Day:
- tickets $23 + $15 (bus) = $38
- Kirk to provide a write up for the next Newsletter.

Newsletter:
- Next letter will have the new format and membership rosters will be included in the mailing.
- Roster - any non-payment members will not be included.
Education:
- Brad raised the question asking what will happen with the UWO HVAC course next year.
- University would like to promote the industry's involvement with the course.
- Darrel to forward to Brad the list of speakers and topics for the course.

London Eng. Awareness Resource Network:
- Next Meeting May 9 @ 4:15 p.m.
- Brad will become involved.

TEGA:
- Peter will be finishing off Dan's work to obtain PAOE points.
- Meetings to be changed to Wednesday afternoons. Next meeting April 6.

Adjournment at 6:05 p.m.
1. Called to order:

Present: Brad Deneau  Grant Miles
         Dan Shaw    Darryl Boyce
         Neil Courneya Owen Glendon
         Peter Ziebart Brenda Stonehouse
         Marney Kent  Chris McEwen
         Kirk Flowers

2. The Board of Governors shall meet at 4:45 p.m. on Monday, November 29, 1993 prior to the dinner meeting at the London Convention Centre.

3. Minutes of the last meeting were read and motion to accept by Grant Miles, seconded by Neil Courneya.

4. Program

➢ Kirk Flowers discussed the Convention Centre tour had not yet been finalized and that he would contact Grant Hilliard for assistance with inside contacts at the Convention Centre.

➢ Kirk announced that all tickets for the Grand Theatre have been sold.

➢ Kirk reviewed the speakers for upcoming meetings. January (Education Night) Dara Bowser. Grant Miles is to arrange the details for this evening. February (TEGA Night) Dan Shaw to arrange the details. March (Research Night) no further details at this time. April (Tour Night) no further details at this time. May (Refrigeration Night) Marney Kent to make arrangements.

5. Treasury Report

Brenda Stonehouse reported that 20 members have now paid.

6. Research

There will be a meeting held on November 4 at 7:30 p.m. for coordinating this year's fundraising drive. Darryl will be presenting research awards at the next chapter meeting on November 29.

7. Historian/Centennial Report

Owen is continuing to try to obtain historical files from Bert Fenner. Peter Ziebart indicated a need for the centennial event in 1994. Owen will follow up on this.
8. **LDCA**

Grant Miles reported that the meeting for the trade show committee is fast approaching. Of 151 booths, 60 booths have been reserved for the show. Grant requested that a note be put in the newsletter reminding people to reserve their booths for the show.

9. **Newsletter**

Neil stated that he is preparing a report with the pricing and options to place an ad in the newsletter. Neil has changed the format for the newsletter and this will be implemented beginning January 1994. Brad Deneau suggested that we no longer use ABCO Copycat for our printing.

10. **Refrigeration**

Marney reported that there are several tour options available (cryogenics, variable speed chilling, and Cuddy Foods). Owen suggested that we might want to hold a refrigeration seminar.

11. **Education**

Brad reported that the committee has 2 members (Grant Miles and Brad Deneau). Grant Miles is looking at the possibility of creating an ASHRAE Student Chapter at Fanshawe College. There is a possible conflict with HRIA and Grant will investigate. Due to the absence of John Terasuk the University of Western Ontario Student Chapter is currently in some confusion.

12. **TEGA**

Dan Shaw reported that he would like to present at least 2 technical sessions during the year. One possible technical session is on direct digital controls. A suggestion was made that the newsletter could carry a request for speakers for upcoming sessions.

**MEETING ADJOURNED**
Present:  
Owen  
Peter  
Darrel  

Kirk Flowers  
Grant Miles  
Marney  

Dan Shaw  
Dalton McIntyre  
Grant Hilliard

Location:  
London Convention Centre

➢ All Board of Governors chairpeople should have read the Manual for Chapter Operations.

➢ Minutes of chapter dinner meetings to be submitted.

➢ Peter to forward to Marney the appropriate information for Refrigeration chairperson.

➢ Discussion regarding disclaimers for ASHRAE's involvement with the Construction Association Trade Show. No further action required.

➢ Any outstanding CRC evaluation forms are to be submitted to Dalton as soon as possible.

➢ Technical seminars/sessions are planned for the first 3 months of the new year.

➢ Owen will be tracking PAOE points for this year.

➢ Dalton suggests the upcoming events be published in the monthly newsletter for chapter members to mark on their calendars.

➢ Dalton inquired about the Chapter's plans for Engineering week and increasing engineering awareness in our local schools. The chapter has no specific plans at this time for engineering week. Dalton suggests Brenda receive some help with her efforts at student awareness to the engineering field.

➢ Next year's CRC to be held at the Chateau Laurier in Ottawa in August.
1. Called to order at 5:00 p.m.

   Present: Mike Gubesch  
   Dan Shaw  
   Grant Hilliard  
   Peter Ziebart  
   Neil Couneya  
   Kirk Flowers  
   Owen Glendon  
   Brenda Stonehouse

2. Owen contacted Burt regarding historian activities. Burt will not be submitting a report for last year.

3. Peter asked for suggestions for Refrigeration Chairman. Tom Drennan’s name was discussed.

4. Peter to talk to Darryl re president pins.

5. Minutes of June’s meeting approved by Kirk Flowers and seconded by Grant Hilliard.

6. Kirk arranged for a speaker on hydronics for the September 27 meeting. Possible speaker from Atomic Energy for October 25. Tour of the London Convention Centre for November 22. Kirk will inquire about booking theatre tickets at the Grand for Thursday, December 2. January’s meeting will be education night. February will be reserved for TEGA. March will be Research night. April to be tour night. May is open. June will be the golf tournament.

7. Treasurer’s Report

   Current Account $2,778.52  
   Savings Account $5,281.18

   Peter to ask Don Johnson to audit last year’s books. Brenda will break down last year’s expenditures to determine if 1993/94 fees should be increased.
8. Membership Report

Mike to forward student list to Brad.
Roster given to Neil.
Last year there were 7 new members and 3 upgrades.

9. Research

Darryl will conduct the phone-a-thon again this year in an attempt to meet the goal once again.

10. Neil Courneya has accepted the responsibility of producing the monthly newsletter. Neil can be reached at 680-3225. Membership will be asked at the next meeting about company advertising in the newsletter to help offset printing costs. Neil will inquire with Abco Printing about the associated savings to change to plain bond paper and 8 1/2" x 11" size.

11. TEGA Report

Dan submitted for 610 points and Atlanta has approved 570 points.

12. CRC expenses - amount budgeted from the Chapter is $2,500.00. Individual totalling shows that the costs will be close.

13. Peter handed out updates for PAOE.

The meeting was adjourned at 6:35.
ONTARIO HYDRO
1075 Wellington Road S.
London, Ontario
N6E 1M1

From:
Peter Ziebart
London CES Field Office
Telephone # -- (519) 680-4514
Toll Free -- 1-800-265-9678 Ext.4514
Fax # -- (519) 680-4555

DATE
November 22, 1993

TO
Chorley and Bisset  Owen Glendon  679-2145
Symlie and Crow Brenda Stonehouse 672-5906
Ray-Tec Radiant  Kirk Flowers  657-4398
City of London Brad Deneau  661-5184
Ontario Hydro  Marney Kent
Nutech Grant Miles  457-1676
UWO Darryl Böyce and Dan Shaw  661-3801
Aqua Tech Neil Courneya  680-3225
Johnson Controls  Grant Hilliard  681-9322
Michael Gubesch - by mail

NUMBER OF PAGES
1
(Including cover sheet)

INSTRUCTIONS/COMMENTS
*** New Board of Gov. Date ***
ASHRAE Board of Governors Meeting - December 6, 1993 4:45 PM
University of Western Ontario
Physical Plant Services Building
Room 100 - 2nd Floor

Attached is correspondence from Dalton McIntyre. Please review for
our meeting with him this coming Monday.
See you then, Peter.
1993-10-30

MEMORANDUM

TO: ALL CHAPTER PRESIDENTS,
    London Chapter—Peter Ziebart

SUBJECT: NEWS UPDATE — SEPTEMBER — OCTOBER — NOVEMBER.

Attached is our latest Regional News Update which should be of interest to your chapter officers.

I am receiving your Chapter Newsletter, and Board of Governors minutes promptly, however I have not received Chapter Meeting minutes, and I assume that Atlanta has not received them also. If you want to receive PACE points for meeting attendance, you must send these in promptly after each meeting as noted on the calendar of events data sent to you with the last Regional News Update.

I have reported 485 points for CRC attendance. Please advise if you do not agree with this.

You have not published future meeting information in your Newsletter as promised in your first one. I know of your theme nights only when the Newsletter arrives. Our RVC's cannot plan their chapter visits properly without this information. I have scheduled my visit for Nov 29, which is now a tour of the Convention Center. Since you have to hold a special Meeting of your Board of Governors prior to your meeting, this may not be appropriate. I can reschedule this visit to Feb. 28 if you wish, but please let me know as soon as possible.

Yours very truly,

Dalton J. McIntyre, P. Enq.
ASHRAE REGION II UPDATE

SEPTEMBER OCTOBER NOVEMBER 1993 REGIONAL CHAIRMAN DALTON J. McINTYRE

TO: CHAPTER PRESIDENTS - PLEASE PHOTOCOPY AND DISTRIBUTE TO YOUR BOARD AND EXECUTIVE MEMBERS, AND COMMITTEE CHAIRMEN.

CHAPTER PRESIDENT

Now that the CRC is over and your first meetings have been completed, you understand the benefits of planning ahead. Your job now is to make sure that everything keeps on track. To assist you and all the other members of your chapter officers, a document "CHAPTER OPERATIONS CALENDAR" was attached to the July-August issue of this Regional Update.

Please advise how useful your chapter officers found it to be, and any comments, or suggestions you may have to improve it.

CHAPTER REGIONAL CONFERENCES, (CRC’S)

CRC’93 in Quebec was a success for those who attended, but there was a reduction in attendance over last year. The decision to have all future CRC’s in August may rectify this. Not many evaluation forms have been returned with their comments. This information is valuable when arranging for future CRC’s. If you were there and did not return an evaluation sheet, please send it in now to your DRC.

CRC’94 in Ottawa, Aug 11, 12, & 13 1994, is to have some historical information and/or memorabilia on display at this CRC from each chapter. Cliff Thompson, our Regional Historian has been following with the local Historians to learn what is being planned at the chapter level.

It is essential that the chapter histories be updated. In addition videos are being provided to each chapter, to which we ask that local chapter data be added. With these videos, we hope to be able to combine them on one tape, to be shown at CRC’94.

Attached is an update on the status of the CRC’93 Motions. Region II submitted 12 of the 53 motions that were reviewed at our Regions Council meeting in Atlanta on Oct. 23, & 24.

The motion requesting permission to accept advertisements in chapter newsletters was defeated. This means that, there is no relaxing of the regulations which limits advertising to reproducing business cards. However it does permit the inclusion of a note stating that "THIS ISSUE OF THE NEWSLETTER HAS BEEN SPONSORED BY........ COMPANY. Similarly, those chapters who translate society documents and publish them in their newsletters can include a statement that the translation has been sponsored by a particular company. Such a policy would permit chapters to send their newsletters to all assigned members, and not just chapter members, which would make it more attractive for companies to consider such a method of advertising.
The Toronto Chapter motion asking for descriptions of functions of society committees should be answered by the attached brochure "ASHRAE Committee Service". In future this is to be given to each CRC Delegate and Alterate, and nominating committee.

CENTENNIAL PROJECTS

No chapter in our region submitted an entry in the ASHRAE Historical Systems and Equipment Competition. This was described in a brochure sent to each chapter president 1992-09-08, which covers unique and interesting systems and equipment of historical value that is still in operation. It is not too late to bring one forward from your chapter.

Plan now for the date of your chapter celebration which is to take place during 1994. Also plan on your chapter participating in the Centennial celebrations at CRC '94 in Ottawa. Each chapter will be expected to contribute something toward the special Regional Display at this event.

There will be a video presentation at the Centennial Ball in Chicago at the 1995 Winter meeting, which will portray the leaders and volunteers of the Society, and how they have made ASHRAE viable through their volunteer work within the chapters, the community and the Society, as well as the networking and camaraderie that is developed in the process.

Carolyn Kettering asks that chapters begin sending them black and white (preferred) or colour prints, video, or art work, that illustrates the fellowships that are developed among the members. Humorous shots that are appropriate, taken at golf tournaments, curling bonspiels, picnics or Christmas parties, or community events, or student activities would be most welcome. We should try to have Region II adequately represented.

STUDENT BRANCHES

Although there are no new student branches, at least two are in the late planning stages. Is your chapter sponsoring one of these?

Apparently when a chapter has Society collect chapter dues, they indicate this as an extra item on student and life member renewal forms. They have agreed to delete it from the life member forms, but require verification from the chapters through the DRC before they delete it from the student renewal forms. If I do not hear from you to the contrary, I will advise them to do so.

CHAPTER MANAGEMENT SOFTWARE

The new Software Management Software Program will be sent to each chapter president on November 11, at no cost to the chapter. This will replace the membership roster currently being issued. There will be a data base for your chapter along with the program. It is proposed to update this monthly. Details will be sent with it.

ENCLOSURES: 1. GST tax information, as per CRC motion request.
2. Notes from Chapter Operations Workshop Discussions.
3. Regional Roster Update.
4. Motions from CRC'93, and Committee Service Brochure
Chapter 015 OTTAWA VALLEY, Motion # 4

That a brief "HOW TO" guide for chapter treasurers be prepared, and included in future editions of the Manual for Chapter Operations Section 4. It should include enough basic accounting Methods and Procedures to assist chapter treasurers who have little or no accounting expertise.

Motion was passed and was referred to the Operations Sub-Committee to take the information that is available and determine how it should be incorporated into the Manual of Chapter Operations.

Chapter 016 TORONTO, Motion # 1

That society provide the chapters with a brief description of the functions performed by each Society Committee.

Motion was passed. Staff was asked to include in the information package to the Nominating Committee and delegates and alternates the brochure that is available that provides this information. This does not include the functions of regional officers at the regional level. Copy of brochure is attached.

All other CRC Motions were Regional and were not brought before the Regions Council, however among the motions from other regions that were passed, the following are of interest.

That the President-Elect provide the PADC schedule before April 30, in time for those who still have a Spring CRC.

That transportation cost be reimbursed upon request for Regional Historians to attend the Centennial and Historical Committee Meetings at the Winter meetings in 1994 and 1995, and the Annual meeting in 1994. This is in conjunction with the Centennial Celebrations, and covers Regional Historians who are not currently on the Historical Committee.

Prepared by Dalton J. McIntyre, DRC Region II.
REPORT

STATUS OF MOTIONS FROM REGION II CRC '93 QUEBEC - 1993-10-26

The following motions were brought before the Regions Council at their fall meeting October 23, 1993, and the results of the voting are indicated along with an explanation.

Chapter 140 Saguenay Lac-Ste-Jean Motion #1

The Saguenay Lac-Ste-Jean chapter requests a waiver of the Rules of the Board to suspend operations as a chapter for the next 10 months.

Motion has been postponed till the Annual Meeting in June 1994, at which time the chapter officers should know if they can carry on as a chapter.

Chapter 013 QUEBEC, Motion # 1

That the Society issue information on the necessary procedures to be followed regarding GST and Provincial taxes.

Motion was passed with an action item for staff to obtain the necessary information and pass it on to the Canadian chapters. Frank Coda, who was in attendance, has already initiated this.

Chapter 013 QUEBEC, Motion # 2

That the Society develop a Standard establishing guidelines for procedures and levels of cleanliness of the complete heating, ventilating, and air conditioning systems.

Motion was supported and passed on to Technology Council. It was pointed out that any chapter can initiate a request for such guidelines by presenting it directly to the Standards committee. The process may be speeded up by doing so now. We have two members on the Standards committee, John Hodge and Allen Hanley, to whom copies of any submission can be sent.

Chapter 014 MONTREAL, Motion # 1

That the Society investigate and find a solution for Canadian members who have to pay taxes (GST, etc.) on handbooks for which the value is not defined.

Motion was passed with an action item for staff to investigate.

Chapter #014 MONTREAL, Motion # 2

That advertising be authorized in chapter newsletters for financing its printing and mailing. Profits, if any, should be transferred to ASHRAE Research.

Motion was DEFEATED. ASHRAE is not a trade association and has a policy of prohibiting advertising in chapter publications and technical presentations. RULE OF THE BOARD #84-06-20-34 Appendix D page B2 of the Manual of Chapter Operations, therefore still applies. It states: "Advertising in any chapter publication shall be limited to the reproduction of business cards or specific acknowledgments or compliments." A statement such as "THIS ISSUE OF THE NEWSLETTER HAS BEEN SPONSORED BY...... COMPANY" is acceptable.
Chapter 014 MONTREAL, Motion # 3

That the Society make every effort to verify the membership lists.

Motion DEFEATED. The society already makes every effort to maintain accurate lists. The chapter Membership Chair should report any discrepancies found in the membership lists to Atlanta.

Chapter 014 MONTREAL, Motion # 4

That for the next 100 years there should be no more negative PAOE points for any reason.

Motion DEFEATED. Negative points are deemed to be effective in encouraging chapter attendance at CRC's. They only apply to the Delegate and Alternate, and when they accept these positions they should agree with these terms.

Chapter 015 OTTAWA VALLEY, Motion # 1

That PAOE points for CRC attendance shall include an additional category based on the travel distance of each chapter to the CRC location, in accordance with the following formula.

\[ \text{No of Chapter Attendees} \times \frac{\text{Distance in Miles}}{50} \] (or \[ \frac{\text{Distance in km}}{80} \])

* Based on the latest AAA or CAA records.

Motion DEFEATED. There are generally other Regional Awards that address this issue. The objective is to simplify the PAOE program, not complicate it.

Chapter 015 OTTAWA VALLEY, Motion # 2

That PAOE points for CRC Attendance shall recognize the Chapter Committee Member's attendance at a workshop when the Committee Chairman cannot attend.

The chapter shall provide a written submission to the Regional Chairman one month prior to the CRC indicating the name of the person who will substitute for the Committee Chairman.

The points shall be as follows:

- Chapter Committee Chairman ................. 100
- Chapter Committee Registered Member ....... 75

Motion DEFEATED. The present schedule was deemed to be adequate. Having the committee chair present was considered of prime importance. The person named as chair on the chapter information questionnaire should be the person attending the CRC.

Chapter 015 OTTAWA VALLEY, Motion # 3

That each chapter Educational Activities Chair be sent a detailed list of student members including the following information: University or College Institute, Program or Major, Program Year, and Date of Graduation. This list should be updated on a monthly bases by the Membership Committee.

Motion was passed and referred to the Chapter Software Subcommittee.
September 30, 1993

To: Dalton McIntyre

Chapter Operations Workshop
C.R.C. Quebec City

I acted as facilitator for Item 4
Reports - Financing

Question 1

How to ensure that reports are made to the Regional Officers when required?

Recommendations

Implement M.B.O. Monitor/Follow-up

Standardize/Simplify Reports

Consider time involvement to purpose and value added to members. If no value - discontinue.

Question 2

Why are so many Chapters late in reporting?

Comments

Procrastination

Can not see value to them.

Recommendations

See question 1
Question 3
How to finance attenders at C.R.C.?

Recommendations

Budget expenses in dues structure.
Establish fair ground rules for individual financial support.

Question 4
How to finance scholarships?

Recommendations

Utilize surplus from social events.
Sell papers relating to chapter seminars - proceeds to fund.
Apply any interest from reserves.

Question 5
How to establish and maintain chapter budgets?

Recommendations

Develop simple reporting system.
Review all financial issues monthly.
Have all committees provide forecasts of revenue and expenses for board approval prior to event.
Society to provide recommended system subject to chapter fine tuning.

Yours very truly,

John T. Dugan
Assistant Regional Chairman
JD/1d
Re: Quebec City CRC Chapter Operations Workshop – PROGRAM & TECHNICAL

Dear Dalton:

This is summary of some of the discussions from our round table session on Chapter Operations.

1. Panel discussions appear to be the most popular program. Panel needs a good mix of industry representation. Panel members should be outspoken. For Panel discussions, you must establish clear rules and time limits. These must be clearly stated to the Panel.

2. INSIGHTS is a good source of program topics. The key is to determine what is "hot".

3. Lunchtime Chapter meetings were suggested by one Chapter. This suggestion was not well received by others.

4. Speakers from within your own Chapter were, according to one group, not well received. However, the second group had a completely opposite view and felt they were very well received. The larger Chapters would, obviously, appear to fare much better in this regard.

5. Student Papers Nights do not seem to be well received. In most cases, the topics appear to be of little interest to the members and not of any interest to the student members.

6. Students would be more interested in attending Chapter meetings where there is a technical presentation of relatively general interest.

Dalton, I hope this quick overview of our discussions proves to be somewhat useful.

Yours sincerely,

CHORLEY & BISSET LTD.
Per:

John B. Bisset, P.Eng.
TO: Dalt McIntyre  -  DRC Region II

FROM: Norm Johnson  -  R.V.C. II
Membership Promotion

DATE: October 13, 1993

SUBJECT: CHAPTER OPERATIONS WORKSHOP - PART II
MEMBERSHIP - SOCIAL

General round table workshop discussion took place on each of the subtopics, with each person present telling how he and his chapter cover the points.

A very good session with much dialogue.

Most agreed that the present economic times played a key role in membership retention and new members, with corporations curtailing their involvement with paying membership dues.

Some suggestions on how to handle problems and increase membership:

- Contact people in related organizations.
- Seek out those who have allowed their membership lapse.
- Upgrading membership status.
- Membership night.
- Utilize Life Members to contact future members, or lapsed membership.
- Advertise meeting dates, speaker and topics in Newsletter.
- Stress the benefits of being a member of ASHRAE.
- The importance of following up on meeting guests.
- Importance of tracking student members in their last year and after graduation.

Norm Johnson

NJ:jw
October 13, 1993

Mr. Walter A. Glasser
Comptroller - Director of
Administrative Services
American Society of Heating, Refrigerating
and Air-Conditioning Engineers
1791 Tullie Circle, N.E.
Atlanta, Georgia 30329

Dear Walter:

The purpose of this letter is to review the Goods and Services Tax (GST) for the Canadian chapters of ASHRAE. The GST is a tax on consumption and is charged at a 7% rate. Non-profit organizations with more than $30,000 in sales of taxable goods and services in the four previous calendar quarters, have to register for, collect and send in the GST. These sales would include sales of books, newsletters and registration and admission fees to conferences, education seminars and trade shows. However, if a newsletter is sold for nominal consideration, it is not taxed.

There is a small supplier exemption, whereby, if the sales for the four previous quarters are less than $30,000, the chapter would not be required to register. Certain goods and services are exempt from the tax. For example, education courses leading to certificates or diplomas are exempt and charges for meals at meetings are exempt as long as the money received does not exceed the direct cost of the meal.

If a chapter has over $30,000 in revenues in the four previous quarters, they should contact their local Excise/GST district office or if the chapter is in Quebec, they should contact a Ministere du Revenu du Quebec (MRQ) office for further information regarding registration. I have enclosed a listing of phone numbers.

Please call me if you have any additional questions.

Sincerely,

J. Clifford Haygood

JCH/lhg

Enclosure
## MINISTÈRE DU REVENU DU QUÉBEC OFFICES

| Hull | Place-du-Centre, 200, promenade du Portage J8X 4B7 |
| Jonquière | 3590 Harvey Boulevard C7X 2L6 |
| Laval | 705, chemin du Train-Car 6TH 1B3 |
| Montréal | Complexe Desjardins, C.P. 2000, succursale Desjardins HSB 1A4 |
| Québec | 265A de la Couronne Street G1K 6J1 |
| Rimouski | 337 Moreault Street IP1 1P4 |
| Rouyn-Noranda | 75 Monseigneur-Tessier Street West J9X 2B5 |
| Sainte-Foy | 3800 de Meilly Street G1R 4A5 |
| Saguenay | 458 Amaud Street G4R 3B1 |
| Sherbrooke | 200 Bellédame Street North J1H 4X9 |
| Sorel | Saint-Hyacinthe, 101 du Roi Street 1RP 4N1 |
| Toronto (Ontario) | 20 Queen Street West, Suite 1504, P.O. Box 103 M5H 3R5 |
| Trois-Rivières | 100 Lavolette Street G9A 5L9 |

For telephone enquiries, please call one of the following:

| Sainte-Foy | (418) 669-4692 |
| Montréal | (613) 673-4692 |
| Elsewhere in Quebec (Toll-free) | 1-800-567-4692 |

## EXCISE/GST OFFICES

| NEWFOUNDLAND | 6th Floor, 215 Water Street, P.O. Box 5500 A1C 3V4 |
| NOVA SCOTIA | 2695 Dutch Village Road, P.O. Box 2900 B3L 4N5 |
| PRINCE EDWARD ISLAND | 45 Water Street, P.O. Box 1448 C1A 4W1 |
| NEW BRUNSWICK | Suite 107, 1600 Main Street, P.O. Box 1670 E1C 8P2 |
| SAINT JOHN | 350 Main Street, P.O. Box 6668, Station A E2C 4L3 |

**QUEBEC** (Only for enquires on excise taxes other than the GST)

| MONTRÉAL | Regional Excise and GST Liaison Office 837, 400 Place d'Youville H2Y 2C3 |
| QUEBEC | Regional Excise and GST Liaison Office 2nd Floor, 225 Marais Street, Ville Varenne G1M 3R3 |

**ONTARIO**

| Barrie | 1st Floor, 99 Ferris Lane L4M 2Y2 |
| Hamilton | 110 King Street W, P.O. Box 2558 LDC1 L0N 3R5 |
| Kingston | 913 Princess Street, P.O. Bag 2600 K7L 3P3 |
| Kirkland Lake | 4th Floor, 6 Tweedsmuir Road P2N 3H9 |
| London | 148 Fulfordon Street, P.O. Box 638 Station B N8A 4Y4 |
| North Bay | 2nd Floor, 180 Sirrit Avenue P1B 7X9 |
| Ottawa | 7th Floor, 1731 St. Laurent Blvd., P.O. Box 8257 K1G 3H7 |
| Sudbury | 3rd Floor, Suite 301, 215 McIntyre Street P8B 1Y3 |
| Sault Ste. Marie | 2nd Floor, 1 St. Paul Street L7R 7L4 |
| Sudbury | 4th Floor, 127 Cedar Street P3E 1B1 |
| Thunder Bay | 400-214 Red River Road P7B 1A6 |
| Toronto | 9th Floor, 155 University Avenue M5G 2C5 |
| Toronto | 4th Floor, 323 Adelaide Place M4Z 1H4 |
| Toronto | 7th Floor, 4576 Yonge Street, North York M2N 6N4 |
| Toronto | 3rd Floor, 90 Banting Avenue RD W5E 3C3 |
| Waterloo | 410 Weber Street N, P.O. Box 1617 M3J 4X4 |
| Windsor | 2nd Floor, 215 University Street W, N9B 2A7 |

**MANITOBA**

| Brandon | 725 Rosier Avenue, P.O. Box 94 R2A 7M6 |
| Winnipeg | 4th Floor, 280 Broadway Avenue, P.O. Box 1022 R3C 2W2 |

**SASKATCHEWAN**

| Regina | 1202 Victoria Avenue, P.O. Box 575 6AP 3A4 |
| Saskatoon | Suite 600, 6th Floor, 121 2nd Avenue S. S7K 7E6 |

**ALBERTA**

| Calgary | Room 401, 555-4th Avenue S.W., P.O. Box 1, 1900, Calgary Central 112 P2L 2L5 |
| Edmonton | 15th Floor, 1001 2nd Street, Hill Road T6J 4P3 |
| Lethbridge | Room 101, 704-4th Avenue Street, P.O. Bag 9009 T1J 4A9 |
| Red Deer | 3rd Floor, 4814 Ron Street, P.O. Bag 517 T4N 4A1 |

**BRITISH COLUMBIA**

| Burnaby | 615-4644 Southgate Highway, P.O. Box 20860 VS1 2J1 |
| Kelowna | Suite 501, 1815 Lakeshore Drive, P.O. Box 5133 Station A V1Y 9S5 |
| Prince George | 114-11th Avenue, P.O. Box 7701 112 2L 7B |
| Victoria | 1021 1-18th Avenue, P.O. Box 13308, Station D, V8P 5A4 |
| Vernon | 717 7th Street Vernon V1T 4G9 |

**YUKON**

| Whitehorse | 4th Floor, 4114-4th Avenue Y1A 4N7 |

**NORTHWEST TERRITORIES**

| Yellowknife | Room #1, 4129 52nd Street 1A 1Y1 |

**LOCAL**

| NEWFOUNDLAND | (709) 772-2851 |
| NOVA SCOTIA | (902) 280-4700 |
| PRINCE EDWARD ISLAND | (902) 566-7272 |
| NEW BRUNSWICK | (506) 636-4909 |
| QUEBEC | 1-800-565-450 |
| ONTARIO | (705) 738-5000 |
| SASKATCHEWAN | (306) 726-7100 |
| ALBERTA | (403) 975-4130 |
| BRITISH COLUMBIA | (604) 683-4391 |
| YUKON | (867) 663-4191 |

**TOLL-FREE**

<p>| NEWFOUNDLAND | 1-800-565-450 |
| NOVA SCOTIA | 1-800-565-9111 |
| PRINCE EDWARD ISLAND | 1-800-565-9111 |
| NEW BRUNSWICK | 1-800-565-9111 |
| QUEBEC | 1-800-565-450 |
| ONTARIO | 1-800-626-0017 |
| SASKATCHEWAN | 1-800-626-8439 |
| ALBERTA | 1-800-626-8439 |
| BRITISH COLUMBIA | 1-800-626-8439 |
| YUKON | 1-800-626-8439 |</p>
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** Changes made from previous issue
ONTARIO HYDRO
1075 Wellington Road S.
London, Ontario
N6E 1M1

FROM:

Peter Ziebart
London CES Field Office
Telephone # -- (519) 680-4514
Toll Free -- 1-800-265-9678 Ext.4514
Fax # -- (519) 680-4555

DATE

March 9, 1994

TO

Name
Research Promotion Committee
Darryl Boyce, Owen Glendon, Brad Daneau

Office/Fax #

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INSTRUCTIONS/COMMENTS
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<td>Hilliard Grant</td>
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<td>Ironside Jim</td>
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<td>Januse Wide Hugh</td>
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<td>Kirkwood Mike</td>
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<td>Morrison Cliff</td>
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<td>Morton Don</td>
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<td>Nogue-Kristine</td>
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<td>Ovington Bill</td>
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<td>Rutherford Linda</td>
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<td>Stonehouse Brenda</td>
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<td>Vanderwesten Peter</td>
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<td>Veel Ben</td>
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<td>Webster Lorraine</td>
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<td>Wide Krystyna</td>
<td>✔</td>
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<td>Zeibart Peter</td>
<td>✔</td>
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$51 paid 1993$

42 TO DATE
To: Research Promotion Committee
    Darryl Boyce
    Owen Glendon
    Brad Deneau
    (anyone else?)

I have attached a list of the 92-93 paid members and their 93-94 status as well as new members.

Further details:

Ron Britnall - has been transferred to Chatham.

Frank Conte - will be coming as a guest.

Wayne Gingerich - has recently paid.

Ron Granger - believe he is no longer coming as a member.

All of V&R - Barry Herbert and Cliff Morrison are the only two that will have memberships. The rest (Buck Higgins, Mike Palmer, Linda Rutherford, Peter Vanderwesten) will be guests.

Jim Ironside - no longer a member

Hugh Januse Wide - no longer a member.

Kristine Norris - transferred to Waterloo - no longer a local member

Bill Olvington - has been contact and will pay membership

Eric Shaw - will be contacted again by Brenda and is expected to pay.

Frank Stauder - no longer a member

Ben Veel - no longer a member

Lorraine Webster - no longer a member - out of Toronto now.

Krystyna Wide - no longer a local member

This should help you in who to and who not to contact for you RP drive.

Peter.
ONTARIO HYDRO
1075 Wellington Road S.
London, Ontario
N6E 1M1

From:
Peter Ziebart
London CES Field Office
Telephone # -- (519) 680-4514
Toll Free -- 1-800-265-9678 Ext.4514
Fax # -- (519) 680-4555

DATE
November 15, 1993

TO
Name
Chorley and Bisset  Owen Glendon 679-2145
Symlie and Crow  Brenda Stonehouse 672-5906
Ray-Tec Radiant  Kirk Flowers 657-4398
City of London  Brad Deneau 661-5184
Ontario Hydro  Marney Kent
Nutech  Grant Miles 457-1676
UWO  Darryl Boyce and Dan Shaw 661-3801
Aqua Tech  Neil Courneya 680-3225
Johnson Controls  Grant Hilliard 681-9322
Michael Gubesch - by mail

NUMBER OF
PAGES
1
(Including cover sheet)

INSTRUCTIONS/COMMENTS
ASHRAE Board of Governors Meeting - December 7, 1993 4:45 PM
University of Western Ontario
Physical Plant Services Building
Room 100 - 2nd Floor

Please check the attached mailing list for error and omissions.
This is for our new Newsletter to be issued in January 94.
Peter.
Mr. Owen Glendon  
Charly & Bisset Ltd.  
521 Colborne Street  
London, Ontario  
N6B 2T6

Mrs. Brenda Stonehouse  
R. R. # 1  
Denfield, Ontario  
N0M 1P0

Mr. Mike Bubesch  
155 Maud St.  
Port Stanley, Ontario  
N5L 1C9

Mr. Kirk Flowers  
Ray-Tec Radiant Heaters  
99 Chalet Crescent  
London, Ontario  
N6K 3C5

Mr. Darryl Boyce  
U.W.O. Physical Plant  
Services Building  
London, Ontario  
N6A 5B9

Mr. Dan Shah  
U.W.O Physical Plant  
Services Building  
London, Ontario  
N6A 5B9

Mr. Brad Deneau  
Corp. of the City of London  
Building Department, Room 706  
300 Dufferin Ave.  
London, Ontario  
N6A 4L9

Mr. Bill Ovington  
KeepRite Inc.  
148 York Street, Suite 202  
London, Ontario  
N6A 1A9

Mr. Grant Miles  
Nu-Tech Energy Systems  
80 Nathaniel Court  
London, Ontario  
N5X 2N5

Mr. Grant Hilliard  
Johnson Controls Ltd.  
594 Newbold Street  
London, Ontario  
N6E 2W9

Mr. Bert Feriner  
H.V Fenner Agencies  
15 Field Road  
Lambeth, Ontario  
N6K 3C5

Mr. Tom Drennan Jr.  
Drennan Refrigeration  
1777 Oxford Street East  
London, Ontario  
N5V 2Z6

Mr. David J Adams  
Smylie & Crow Ass. Ltd.  
93 Dufferin Ave.  
London, Ontario  
N6A 1K3

Mr. Robert Archer  
Abram Sheet Metal  
1606 London Road  
Sarnia, Ontario  
N7T 7H2

Mr. Herman A Asuncion  
M M Dillon Eng & Arch  
P. O. Box 426, 495 Richmond St.  
London, Ontario  
N6A 4W7

Mr. Charles Avellino  
Vacor Chemicals (Canada) Ltd.  
O. Box 3060  
Sarnia, Ontario  
N7T 7M1

Mr. Frank Baasner  
S.E. Rozell & Sons, Inc.  
610 Bishop St. N.  
Cambridge, Ontario  
N3H 4V6

Mr. Harry Frederick Bakker  
Bell Canada  
Realty Services-Logistics  
140 Fullerton St., Floor 14  
London, Ontario  
N6A 4L6

Mr. Wayne H Barker  
Beaver Engineering Ltd.  
130-132 Newbold Ct.  
London, Ontario  
N6E 1Z7

Mr. David Scott Barker  
Landis & Gyr Powers Ltd  
241 Consortium Ct.  
London, Ontario  
N6E 2S8

Mr. John B Bisset  
Charly & Bisset Ltd.  
521 Colborne St.  
London, Ontario  
N6B 2T6

Mr. Ronald J Brittnell  
Union Gas Ltd.  
109 Commissioners Rd. W.  
London, Ontario  
N6A 4P1

Mr. Mark Broughton  
Vanderwester & Rutherford  
7236 Talbot Road South  
Lambeth, Ontario  
N0L 1S0

Mr. Frank H Brown  
EMCAD Consulting Engineers Inc.  
1750 Ernest Ave.  
London, Ontario  
N6B 3H3

Mr. Adam Burrows  
Jacbo Refrigeration Ltd.  
35 Portal Cres.  
London, Ontario  
N5X 2E5

Mr. Rocco Cerminara  
Corp. of the City of London  
300 Dufferin Ave.  
Building Division  
London, Ontario  
N6A 4L9

Mr. Roy Kin-Bon Chan  
12 Thornton Ave.  
London, Ontario  
N5Y 2Y2

Mr. Joseph M Claessen  
Smylie & Crow Ass. Inc.  
93 Dufferin Ave.  
London, Ontario  
N6A 1K3

Mr. Charles S Cleamance  
3M Canada Inc.  
F. O. Box 5757, 1840 Oxford St.  
London, Ontario  
N6A 4T1

Mr. Frank Conte  
London Hydro  
P. O. Box 2700  
London, Ontario  
N6A 4H6
Mr. Alan J Copley  
A J Copley & Associates  
R R # 1  
Thorndale, Ontario  
N0M 2P0

Mr. Vincent J Donato  
198 Chalet Cres.  
London, Ontario  
N6A 4W7

Mr. Michael A Fagan  
Automation By Design  
Box 428  
London, Ontario  
N6A 4W1

Mr. Kirk W Flowers  
Ray-Tec Radiant Heaters Ltd.  
4347 Exeter Rd. Unit A  
London, Ontario  
N6K 3C5

Mr. Jeffrey Allan Goyette  
Technicair Ltd.  
90 Towerline Place  
London, Ontario  
N6E 2T3

Jeffrey G Haywood  
Vanderwesien & Rutherford Ltd.  
536 Colonel Talbot Rd.  
P.O. Box 1149  
Lambeth, Ontario  
N0L 1S0

Mrs. Michelle A Hem  
J M R Electric Ltd.  
137 Thames Road E.  
Exeter, Ontario  
N0M 1S3

Mr. Wayne K Hutchison  
Eaton Yale Corporation Controls Division  
39 Burwell Road  
St. Thomas, Ontario  
N5P 3W5

Mr. Stephen P Johnson  
Westminster Electrical Ltd.  
P.O. Box 399 Lambeth Road  
Westminster, Ontario  
N0L 1S0

Mr. Dennis Le-May  
University of Western Ontario  
London, Ontario  
N6A 5B8

Mr. Neil E Cournycya  
265 Banbury Cres.  
London, Ontario  
N5Z 4T7

Mr. Thomas Drennan  
Drennan Refrigeration  
1777 Oxford St. E.  
London, Ontario  
N5V 2Z6

Mr. Herbert Fenner  
H V Fenner Agencies  
15 Field Road  
Lambeth, Ontario  
N0L 1S3

Beverley G Gloin  
Fanshawe College  
P.O. Box 4005  
London, Ontario  
N5W 5H1

Mr. Ronald E Granger  
2 Grenville St.  
Ingersoll, Ontario  
N5C 3N3

Mr. Joseph V Gregorio  
Board of Education  
951 Leathorne St.  
London, Ontario  
N5Z 3M7

Mr. Peter J Golem  
Chorley & Bissel Ltd.  
521 Colborne St.  
London, Ontario  
N6B 2T6

Mr. Renzo Ferrara  
Altair Engineering Ltd.  
1315 Exmouth St.  
Sarnia, Ontario  
N7S 1R7

Mr. Robert B Herbert  
Vanderwesien & Rutherford Ltd.  
7236 Colonel Talbot Rd.  
P.O. Box 1149  
Lambeth, Ontario  
N0L 1S0

Mr. Michael J Homer  
Tecumseh Products Canada Ltd.  
185 Ashland Ave.  
London, Ontario  
N5W 5S1

Mr. David P Henry  
Carrier Canada  
759 Hyde Park Road  
Suite 265  
London, Ontario  
N6H 3S6

Mr. Terrence W Hill  
Tartan Mechanical Contractors  
P.O. Box S20, 13 Parish Ct.  
Thamesford, Ontario  
N0M 2M0

Mr. Michael B Kirkwood  
M M Dillon Ltd.  
Box 426, Station A  
London, Ontario  
N6A 4W7

Mr. James W Ironside  
Canadian Blower/Can Pumps  
584 Belmont Ave. Wett  
Suite 201  
Kitchener, Ontario  
N2M 1N6

Mr. Gerald W Leitch  
Victoria Hospital Corporation Engineering Services  
800 Commissioners Road E.  
London, Ontario  
N6A 4G5

Mr. David C Lin  
Kilborn Inc.  
Suite 401, 201 North Front St.  
Sarnia, Ontario  
N7T 7T9

Mr. Ron E Danner  
Honeywell Building Group  
130 Newbold Court  
London, Ontario  
N6E 1Z7

Mr. Kim Ellis  
Engineered Air  
60 Meg Dr.  
Unit # 3  
London, Ontario  
N6E 3T6

Mr. Chris K Korzyce  
Elickor Controls Engineering Ltd.  
22 Faircland Road  
London, Ontario  
N6K 3E4

Mr. Donald M R Johnson  
University of Western Ontario  
Physical Plant Services Building  
London, Ontario  
N6A 5B9
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Mathew Cy Ma</td>
<td>Canataan Engineering Ltd. 525 South Vidal Street</td>
</tr>
<tr>
<td>Mr. Tadeusz A Madrzyk</td>
<td>Smylie and Crow Associates Inc. 93 Dufferin Ave.</td>
</tr>
<tr>
<td>Mr. William J McCartney</td>
<td>Triar Limited 1376 Lougar Ave.</td>
</tr>
<tr>
<td>Mr. Larry W Mercer</td>
<td>Tillsonburg Memorial Hospital 3100, 167 Ralph St.</td>
</tr>
<tr>
<td>Mr. Robert J Moore</td>
<td>Tecnicair Ltd. 90 Townerline Place</td>
</tr>
<tr>
<td>Mr. Kristine A Norris</td>
<td>157 Mill Road Dorchester, Ontario</td>
</tr>
<tr>
<td>Mr. Richard D Palser</td>
<td>Palser Enterprises Ltd. P. O. Box 26 Hyde Park</td>
</tr>
<tr>
<td>Mr. John Payne</td>
<td>#304 7 Picton Street London, Ontario</td>
</tr>
<tr>
<td>Mr. Michael A Raskas</td>
<td>Bas Kim Industries Ltd. 103 Falcon St. London,</td>
</tr>
<tr>
<td>Mr. William A Rutherford</td>
<td>Vanderwesn &amp; Rutherford Ltd. P. O. Box 1149</td>
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<tr>
<td>Mr. Michael A MacMillan</td>
<td>Heideberg Brewery &amp; Restaurant 2 King St. W.</td>
</tr>
<tr>
<td>Mr. Warren W Mainstone</td>
<td>Con-Eng Contractors Inc. 2026 Oxford Street East</td>
</tr>
<tr>
<td>Mr. John D McDonald</td>
<td>Royal Air Conditioning 480 Huntington Dr.</td>
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<tr>
<td>Mr. Daniel R Miskokomon</td>
<td>D.R. Miskokomon &amp; Associates R. R. # 3</td>
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<tr>
<td>Mr. Clifton R Morrison</td>
<td>Vanerwesn &amp; Rutherford Ltd. 7236 Colonel Talbot Rd. S.</td>
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<tr>
<td>Mr. William A Ovington</td>
<td>Inter-City Products Corporation Suite 201, 148 York Street</td>
</tr>
<tr>
<td>Mr. Hugh D Palser</td>
<td>Palser Enterprises Ltd. P. O. Box 26 Hyde Park</td>
</tr>
<tr>
<td>Mr. Robert W Pennigton</td>
<td>Imperial Oil Ltd. P. O. Box 3004 Sarnia, Ontario</td>
</tr>
<tr>
<td>Mr. Trevor C Rising</td>
<td>Asea, Brown, Boveri Combustion Eng Services P. O. Box 310 Courtright, Ontario</td>
</tr>
<tr>
<td>Mrs. Linda Rutherford</td>
<td>Vanderwesn &amp; Rutherford Ltd. P. O. Box 1149</td>
</tr>
</tbody>
</table>

**Notes:**
- Addresses are provided for various individuals in London, Ontario, with some including postal codes such as N6A 1H9, N6A 2W9, N6E 2W9, N5E 3M7, N5V 3K2, N5V 3K2, N5V 3K2, N5V 4L2, N5V 4L2.
Mr. Richard M Sehmuck  
W Bested Plbg & Htg  
795 Central Ave.  
London, Ontario  
N5W 3R1

Mr. William J Scott  
Axis Products Ltd.  
4 Main St.  
Brodhagen, Ontario  
N0k 1B0

Mr. Eric W Shaw  
B-K Metal  
1050 Elias St.  
London, Ontario  
N5W 3P6

Mr. Charles B Smith  
Boilersmith Ltd.  
156 Main St. South  
P. O. Box 70  
Seaforth, Ontario  
N0k 1W0

Mr. Edward S Sloan  
Sloan Mechanical Ltd.  
11 Bayview Crt.  
London, Ontario  
N5W 5W4

Mr. Frank A Stauder  
London PUC  
111 Horton Street  
London, Ontario  
N6A 4H6

Mr. Robert K Swartman  
Socan Ltd.  
126 Wychwood Park  
London, Ontario  
N6C 1R7

Mr. John D Tarasuk  
University of Western Ontario  
London, Ontario  
N6A 3K7

Mr. C. Allan Taylor  
Bell Canada  
140 Fullarton St. Floor 14  
London, Ontario  
N5A 4L6

Mr. Donald S Trengenza  
London Board of Education  
951 Leathorne St.  
London, Ontario  
N5Z 3M7

Mr. A Van den Kerkhof  
944 William Street  
London, Ontario  
N5Y 2S9

Mr. Peter Vanderwesten  
Vanderwesten & Rutherford Ltd.  
P. O. Box 1149  
7236 Colonel Talbot Road South  
Lambeth, Ontario  
N0L 1S0

Mr. Emil A Van Noten  
E & M Sales & Service  
P. O. Box 27014  
London, Ontario  
N5X 3X5

Mr. John H Vansstone  
M M Dillon Ltd.  
P. O. Box 426  
London, Ontario  
N6A 4W7

Mr. Bernadus J Veele  
J & J Mechanical Ltd.  
3 Box 240  
Lambeth, Ontario  
N0L 1S0

Mr. Dale F Vince  
Octagon Engineering Ltd.  
P. O. Box 460  
2109 London Road  
Sarnia, Ontario  
N7S 4Y8

Mr. Wayne F Walker  
Honeywell Ltd.  
130-132 Newbold  
London, Ontario  
N6E 1Z7

Krystyna E Widz  
Chorley & Bisset Ltd.  
521 Colborne St.  
London, Ontario  
N6B 2T6

Janusz A Widz  
Sutherland-Schultz Ltd.  
859 Courtland Ave. E.  
P. O. Box 1326  
Kitchener, Ontario  
N2G 4H5

Mr. Ariyasada Yapa  
Ontario Hydro BNGS-A  
Western Nuclear Training Centre  
P. O. Box 3000  
Tiverton, Ontario  
N0G 2T0

Mr. Peter K Ziebarst  
Ontario Hydro  
1075 Wellington Road South  
London, Ontario  
N6E 1M1

Mr. William B Zimmerman  
9 St. James Lane  
Muswell Hill  
London, Ontario  
N6A 1W6

Mr. Dan Robinson  
Landis & Gyr  
241 Consortium Court  
London, Ontario  
N6E 2S8

Mr. John Assoparroi  
E. H. Price  
10 Pacific Court  
London, Ontario  
N5V 3K4

Mr. William Leich  
Victoria Hospital  
800 Commissioners Road E.  
London, Ontario  
N6A 4G5

Mr. Daryl Somers  
Somers Environmental Products  
148 York St. Suite 219  
London, Ontario  
N6A 1A9

Mr. Andre A Patenaude  
Alco Control Division Canada Ltd.  
145 Sherwood Dr.  
Ildard, Ontario  
N5T 5S7

Mr. Arthur T W Barran  
1040 Riverside Dr. Unit 27  
London, Ontario  
N9A 2B7

Mr. Edward J Gebal  
R. R. # 8  
Chatham, Ontario  
N7M 5J8
Mr. David Simpson  
Union Gas Ltd.  
109 Commissioners Road W.  
London, Ontario  
N6A 4P1  

Mr. J. Lindsay Bird  
Carrier Canada Ltd.  
759 Hyde Park Road, Suite 265  
London, Ontario  
N6H 3S6  

Mr. Richard Donahue  
Bestard Plumbing  
795 Central Ave  
London, Ontario  
NSW 3R1  

Mr. Andy Barta  
City of London  
P. O. Box 5035  
300 Dufferin Ave.  
London, Ontario  
N6A 4L9  

Mr. Norman Johnson  
276 Bay Street  
Orillia, Ontario  
L3V 3X1  

Mr. Laurier Nichols  
360 Boul St-Martin  
Laval, Quebec  
H7T 2B4  

Mr. Clifford Thompson  
R. R. # 5  
Campbellford, Ontario  
K0L 1L0  

Mr. Alyre Ballant  
154 Hazen Drive  
Moncton, N.B  
E1C 4K3  

Mr. Roland Charneaux  
Pageau Morel & Ass.  
210 Cremazie West  
Montreal, Quebec  
H2P 1C6  

Mr. Wilfred Laman  
Cdn. Blower/Canada Pumps  
2F9 Queenston Road  
Hamilton, Ontario  
L8K 1H2  

Mr. John Reid  
3M Canada Ltd.  
P. O. Box 5757  
London, Ontario  
N6A 4T1  

Mr. Buck Higgins  
Vandersten & Rutherford Ltd.  
7236 Colonel Talbot Road  
Lambeth, Ontario  
N0L 1S0  

Mr. Walter Deans  
E. H. Price  
10 Pacific Court  
London, Ontario  
N5V 3K4  

Mr. R. B. Auton  
Union Gas Ltd.  
109 Commissioners Road West  
London, Ontario  
N6A 4P1  

Mr. Dan Castellan  
University of Windsor  
Physical Plant Maintenance  
Windsor, Ontario  
N9B 3P4  

Mr. John B Pollock  
182 Grand River St. N.  
Paris, Ontario  
N3L 2M8  

Mr. Yves Trudel  
Enertrak Inc.  
950 de la Riviere  
Quebec, Quebec  
G1X 4L7  

Mr. Denis Fortin  
Solivar G.C. Ltee.  
5355 Blvd. del Gradins  
Quebec, Quebec  
G2J 1C8  

Mr. Ross McIntyre  
Goodkey Weedmark Assoc.  
1749 Woodward Drive  
Ottawa, Ontario  
K2C 0P9  

Mr. Donald E Winkup  
1216 Coventry Court  
Windsor, Ontario  
N8S 2W9  

Mr. Ian Pittendreigh  
London Free Press  
P. O. Box 2280  
London, Ontario  
N6A 4G1  

Mr. Richard Crouch  
Ontario Hydro  
1075 Wellington Road South  
London, Ontario  
N6E 1M1  

Mr. Norm Clarke  
Trane Service & Sales (London)  
8 Belleisle Court  
London, Ontario  
N5V 4L2  

Mr. Dalton J McIntyre  
732 Southmore Dr. W.  
Ottawa, Ontario  
K1V 7A1  

Mr. Thomas W. McDonald  
University of Windsor  
Dept. of Mechanical Eng.  
Windsor, Ontario  
N9B 3P4  

Mr. Paul R Conrad  
Trane Company  
Bedford Trad Mart  
105 Rocky Lake Dr. Suite 1  
Bedford, Nova Scotia  
B4A 2T3  

Mr. Paul Ancoin  
Conrad Trane Ltd.  
105 Rocky Lake Dr. Suite 1  
Bedford, Nova Scotia  
B4A 2T3  

Mr. Pierre Lavoie  
Trane Canada Inc.  
526 rue Marcel Portal  
Chicoutimi, Quebec  
G7J 4P2  

Mr. John Hodge  
48 Langevin Crescent  
West Hill, Ontario  
M1C 2B6  

ASHRAE Insights  
1791 Tullie Circle, NE  
Atlanta, Georgia  
USA 30329
PRESENT:

Owen Glendon
Peter Ziebart
Marney Kent
Grant Hilliard

Darryl Boyce
Grant Miles
Brad Deneau
Kirk Flowers

Chris McEwen
Neil Courneya
Michael Gubesch
Brenda Stonehouse

► Accepted minutes of last meeting. Motion: Mike Gubesch, Seconded: Neil Courneya

► Program:
  ◆ no February tech. session scheduled.
  ◆ Marney will look into a tour of Labatts for the month of April.
  ◆ May - Cuddy tour or a talk on the revisions to the Stationary Engineers Act.
  ◆ Kirk has requested 47 Blue Jays tickets for May 30th ballgame.

► Treasury:
  ◆ Now have 36 paid members
  ◆ $2,600.00 chequing account
  ◆ $5,260.00 savings account
  ◆ Brenda will pay for only 2 mugs and ask for a credit for the 3 broken mugs.

► Membership:
  ◆ Mike Fagan would like to have an invoice to pay for membership dues.
  ◆ Atlanta has been informed that Don Morton has passed away. Darryl to contact Kimberley Brown in Atlanta re: changing policy of contacting Don's spouse to confirm his death.
  ◆ Brenda will forward a list of unpaid members to Chris.
  ◆ 16 members have not paid.
  ◆ 7 new members.
  ◆ 1 advancement.
  ◆ PAOE points are currently 309.

► Research:
  ◆ March guest speaker - topic Model and full scale studies of fume hood stack.
  ◆ telephone calls and follow up letters to begin shortly.
  ◆ Trane to donate $400.00 to London Chapter.
Historian/Centennial Committee:
- Bert has provided a 5 year history report on the London Chapter to Owen.
- Owen asked for any additional information to be forwarded.

Newsletter:
- Discussion about location of the business card advertisement. Future releases will reduce the size of the ad and place all ads in the centre of the newsletter.
- Sample letter will be produced by Neil and sent to all advertisers.

Refrigeration:
- Require a regional vice-chair.
- Tech discussion by Drennan Refriger on refrigeration air purgers.

Education:
- Tom McDonald of the University of Windsor will be present at the next meeting as Brad's guest.
- Brad will submit for points for ASHRAE's involvement in UWO HVAC course.

TEGA - Board of Directors require a replacement for Dan Shaw.

LDCA Trade Show:
- Show will generate around $2,500.00 to $2,700.00.
- 155 booths and 300 exhibitors.
- 645 visitors attended. Slightly less than last year.
- Grant Miles would like to thank the following people for their assistance with the show:
  - Neil Courneya
  - Mike Gubesch
  - Tom Krajci
  - Joe Classens
- Comments from the suggestion sheets will be reviewed in 2 weeks.

Adjournment at 6:15 p.m.
January 31, 1994

Michael Gubesch
M/P Chairman London, ON, Canada
521 Colborne St
London, ON, Canada N6B 2T6

RE: Don Morton 0519210

Dear Mr. Gubesch:

I have recently received word that the above member of ASHRAE is deceased per faxed letter from you. I am writing to request verification of the same. Because of inaccurate reports, we are now required to make an official verification before any adjustments are made to our rolls.

Since this has happened fairly recently, I am hoping that you have or have access to an obituary or a death certificate. If so please forward that to us, hence we will remove Mr. Morton from our rolls.

I am sorry to inconvenience you. Thank you for your assistance as it is greatly appreciated.

Sincerely,

Kimberly A. Brown
Membership