

**ANNUAL GENERAL MEETING MINUTES**

**March 15, 2024 / 12:00pm – 3:00pm ET**  
Virtual Meeting via Zoom

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1. **Call to Order (12:06pm ET)**

Andy Oding called the meeting to order after reviewing the requirements and process of voting, establishing the notice of the meeting and quorum met the requirements per the bylaws.

2. **Approval of the Agenda**

After a call for new business, there was a motion to accept the agenda as presented.

**MOTION:** Cooper Le  
**SECOND:** Matthew Ingvarlsen  
**Carried**

3. **Approval of the March 24, 2023, Annual General Meeting Minutes**

There was a motion to accept the March 24, 2023, minutes from the Annual General Meeting.

**MOTION:** Jordan Lester  
**SECOND:** Jack Zhou  
**Carried**

4. **President's Remarks**

Andy Oding started the meeting by acknowledging the challenges faced in the past year within the industry. Despite the challenges, he highlighted the continued growth of the energy advisor profession. He commended the efforts of the attendees in advancing this profession, noting the abundance of opportunities beyond federal incentive programs.

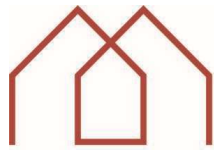
Andy added that there are a tremendous number of opportunities outside of the incentive programs, outside of what the federal government has provided. Andy encouraged attendees to approach the upcoming town hall session with a balanced perspective. While acknowledging concerns and struggles, he urged everyone to also highlight positive developments and opportunities. He emphasized the importance of constructive dialogue and encouraged attendees to share both concerns and positive experiences during the session.

5. **Review of the 2023 Financial Statements**

Tyler Hermanson presented the 2023 Year End financial statements which had been prepared and reviewed by the public accountant Kriens LaRose. He highlighted a nearly doubled asset growth for CACEA, indicating a successful year for projects. With increased engagement in larger projects, the organization's strength is evident. Operating costs saw a notable rise due to growth initiatives, including membership expansion and more engagements. Tyler emphasized investments in high-value items like member booklets and pins as reflections of a stronger organization. Despite increased expenses, there is a healthy surplus, which will be invested to ensure stability and support for members in fluctuating industry conditions. Tyler also recognized Owens Corning for their continued support as CACEA's Annual Premier Corporate Sponsor.

**MOTION:**  
**Motion to accept the Year-End 2023 Financial Statements as presented.**

**MOTION:** Hayley Puppato  
**SECOND:** Cooper Le  
**Carried**



6. **Appoint the Public Accountant for 2024**

Tyler Hermanson noted per CACEA's Bylaws, the members must appoint a public accountant to review the 2024 financial statements. Based on their positive experience with the current public accountant, the board recommends appointing them to continue in this role.

**MOTION:**

**Motion to appoint Kriens-LaRose as the public accountant of CACEA to hold office until the next annual meeting or until their successors are duly appointed and that the Board will be authorized to fix the public accountant's fees.**

**MOTION:**

Andy Oding

**SECOND:**

Troy Tilbury

Carried

7. **Election of 2024 Board of Directors**

Tyler Hermanson, chair of the nominating committee, presented the 2024 slate of directors noting that the bylaws require members to elect the board of directors for a two-year term and directors must be voting members in good standing. He noted the nominating committee recommended increasing the number of board positions from eight to nine which the board approved. The addition of another director would contribute to increased engagement and CACEA's initiatives and provide additional support and representation.

Tyler added that Lauren Lipka decided to step down as a director. Lauren was recognized for his service and support of CACEA over the years.

Four of the now eight directors will continue to fulfill the second year of their term of office: Luke Dolan, Einar Halbig, and Jack Zhou. In addition, directors, Amelie Caron, Andy Oding, and Tyler Hermanson agreed to serve for another two-year term of office.

Tyler noted the nominating committee, which comprised himself as chair, CACEA director Andy Oding and non-board representative Gilles Lesage of Total Home Solutions, was tasked by the board to find candidates for two open board positions. Through an open call to members, the committee reviewed the submissions of several strong candidates from across Canada. The applications were 'scrubbed' of identifying to ensure an open and equitable selection process. Guided by CACEA's strategic plan and current industry activity, the committee presented its recommendations to the board and the board approved putting forward Kent Pearson and Zenon Pilipowicz to the membership as part of the slate of directors for election. Tyler provided a brief overview of the qualifications of each candidate.

**MOTION:**

**Motion to accept the board of directors Slate of Directors: returning directors Amelie Caron, Tyler Hermanson, and Andy Oding and new directors Kent Pearson and Zenon Pilipowicz.**

**MOTION:**

Abraham Wairisal

**SECOND:**

David Hope

**CONTRARY:**

John Godden

Carried

8. **Executive Director Remarks**

Cindy Gareau congratulated the new board and thanked Lauren Lipka for his support of CACEA and the profession. She noted that CACEA had an incredible year, emphasizing its growth and impact. In 2023, CACEA, with support from FortisBC, conducted three in-person and one virtual IDP facilitation training program. Looking ahead to 2024, CACEA aims to expand its technical expertise and provide more value to members through networking, training, and education



initiatives such as airtightness and ventilation webinars, HRAI Heat Loss Heat Gain Calculation certification, NBC 9.36 training, and other CEC opportunities. Cindy highlighted CACEA's ongoing focus on virtual audit tools and continued focus overall to promote the services of EAs. She encouraged members to provide educational content suggestions and to utilize CACEA's offerings like webinars, committees, EA forums, and networking platforms, highlighting these benefits in a new membership booklet. Cindy also recognized the dedication of all CACEA volunteers.

## 9. Adjournment

Andy Oding called for an adjournment of the formal part of the meeting.

### MOTION

**Motion to adjourn the Annual General Meeting.**

### MOTION:

Cooper Le

### SECOND:

Hayley Puppato

Carried

The formal and legal portion of the Annual General Meeting adjourned at 1:06 pm ET.

## FOR INFORMATION ONLY. NOT PART OF OFFICIAL AGM MINUTES

### Post AGM Activities:

- Andy Brassington from Owens Corning shared information about Owens Corning and their future goals.
- Troy Tilbury facilitated a panel discussion about *Growth Opportunities for Energy Advisors in Canada* with Amelie Caron, Luke Dolan, Einar Halbig, Tyler Hermanson, Andy Oding, and Jack Zhou.
- Kent Pearson facilitated an interactive Townhall discussion. Discussions topics included the following:
  - Future warning of the availability of the webinars would be helpful. CACEA to identify 2 months in advance (if possible).
  - Provide webinars on the duct leakage testing.
  - Consider holding in-person sessions across the country.
  - Consider offering webinars that addressed small business considerations including potential business mentoring that included sales strategies.
  - Explore training that addresses affordable housing and addresses special risks such as mental health concerns, hazards, etc.
  - Expand EA knowledge to better equip them to make recommendations to homeowners.