

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

79TH ANNUAL GENERAL MEETING

MONDAY, JUNE 24, 2013

2:30 PM CDT

THE FORT GARRY

WINNIPEG, MB



Prepared by:

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President
BC Branch President
AB Branch President
SK Branch President
MB Branch President
ON Branch President
NB Branch President
NS / PEI Branch President
NL Branch President
EHFC Chair
CoPE Chair
BOC Chair

Robert Bradbury
Ted Devine
Peter Heywood
Mike LeBlanc
Chris Munn
Andrew Papadapoulous
Sara Timpa
Tim Roark
Pam Scarfe
Julie Scarpino

IFEH
2012 AEC Committee
Communications Committee
Website Committee
2012 AEC Committee
EHR Editor-In-Chief
Centenary Committee
National Historian
Senators Committee
2013 AEC Committee

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CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

79TH ANNUAL GENERAL MEETING

AGENDA

(TENTATIVE AND SUBJECT TO CHANGE)

**MONDAY JUNE 24, 2013
2:30 PM CDT**

**THE FORT GARRY
222 BROADWAY
WINNIPEG, MB R3C 0R3**

1. Call to Order
2. Assessment of Quorum
3. Appointment of Officials
 - 3.1. Parliamentarian
 - 3.2. Sergeant-at-Arms
 - 3.3. Scrutineers
4. Introduction of Officers
5. In Memoriam
6. Approval of Agenda
7. Approval of Minutes from the 78th Annual General Meeting, September 17, 2012 (Blue Mountains, ON)
8. Officer Reports
 - 8.1. National President
 - 8.2. British Columbia Branch President
 - 8.3. Alberta Branch President
 - 8.4. Saskatchewan Branch President
 - 8.5. Manitoba Branch President
 - 8.6. Ontario Branch President
 - 8.7. New Brunswick Branch President
 - 8.8. Nova Scotia and Prince Edward Island Branch President
 - 8.9. Newfoundland and Labrador Branch President
9. Committee Reports
 - 9.1. 100th Anniversary
 - 9.2. Awards
 - 9.3. Advocacy and Translation

- 9.4. Communications
- 9.5. Constitution and Bylaws
- 9.6. Data Management
- 9.7. Environmental Public Health Week
- 9.8. Finance
- 9.9. Membership
- 9.10. Senators (Retirees Advisory Committee)
- 9.11. Website
- 10. Report of the Board of Certification Chair
- 11. Report of the Council of Professional Experience Chair
- 12. Report of the Environmental Health Foundation of Canada Chair
- 13. Special Reports
 - 13.1. Report of the National Historian
 - 13.2. Report of the Environmental Health Review Committee
 - 13.3. Report of the International Federation of Environmental Health
 - 13.4. Final Report of the 2012 Annual Education Conference Chair(s) – Blue Mountain, ON
 - 13.5. Update Report of the 2013 Annual Education Conference Chair(s) – Winnipeg, MB
 - 13.6. Update Report of the 2014 Annual Education Conference Chair(s) – St. John's, NL
- 14. New Business
 - 14.1. 2012 Awards Nominations
 - 14.2. Appointment of NEC Representative(s) to the Board of Certification
 - 14.3. Appointment of NEC Representative(s) to the Council of Professional Experience
 - 14.4. Appointment of NEC Representative(s) to the Environmental Health Foundation of Canada
 - 14.5. Appointment of Auditor(s)
 - 14.6. Approval of 2012 Financial Statements
- 15. Motions and Resolutions
 - 15.1. Motion 1: Special Resolution Notice
 - 15.2. Motions or Resolutions from the Floor of the Assembly
- 16. Adjournment

IN MEMORIAM

These esteemed colleagues will be sadly missed.

GORDON ANDERSON – ONTARIO BRANCH

RON CZARNECKI – MANITOBA BRANCH

JOHN GRIFFIN – BRITISH COLUMBIA BRANCH

CHARLES LOFTUS – ONTARIO BRANCH

CORTLANDT (CORT) MACKENZIE – BRITISH COLUMBIA BRANCH

GÉRARD RICARD – NEW BRUNSWICK BRANCH

WILLIAM (BILL) SAMPSON – NOVA SCOTIA / PRINCE EDWARD ISLAND BRANCH

ALLAN STIVER – ONTARIO BRANCH

KATHRYN WOOD – MANITOBA BRANCH

78TH ANNUAL GENERAL MEETING

DRAFT OF MINUTES TO BE APPROVED

**MONDAY, SEPTEMBER 17, 2012
2:00 PM EASTERN TIME**

**BLUE MOUNTAIN RESORT
110 JOZO BWIDER BOULEVARD
BLUE MOUNTAINS, ON L9Y 3Z2**

Attachments: CIPHI 2012 AEC Report (Appendix 1)

| Agenda Item | Notes | Action |
|-----------------------------|--|--------|
| 1. Call to Order | <p>Meeting called to order at 2:16pm AT by K. Diplock (Ontario Branch President and Chair)</p> <ul style="list-style-type: none"> As per Section 33 of Bylaw No. 4 of the Canadian Institute of Public Health Inspectors, membership was given at least 10 days notice of the AGM. | |
| 2. Assessment of Quorum | <p>As per Section 27(B) of Bylaw No. 4, fifty (50) members or 20% of the members-in-good-standing, whichever is less, constitute a quorum for a General Meeting of the Institute.</p> <ul style="list-style-type: none"> Based upon the number of members in attendance and by proxy K. Diplock, Chair of the Constitution Committee, declared that quorum was established. | |
| 3. Appointment of Officials | <p>Motion that the Convention Meeting Standing Rules as provided be adopted. J Cannan / K Seeger</p> <ul style="list-style-type: none"> No discussion. <p>All in favour. None opposed. Carried.</p> | |
| 3.1. Parliamentarian | <p>Without objection, Peter Heywood was appointed to serve this AGM as parliamentarian.</p> | |

| Agenda Item | Notes | Action |
|-----------------------------|--|--------|
| 3.2. Sargeant-at-Arms | Without objection, Gary O'Toole was appointed to serve this AGM as Sargeant-at-Arms | |
| 3.3. Scrutineers | Without objection, Caroline Kuate, John Yen, and Kate Beath were appointed to serve this AGM as Scrutineers. | |
| 4. Introduction of Officers | <ul style="list-style-type: none"> Officers of the National Executive Council were introduced by K Diplock. | |
| 5. In Memoriam | <ul style="list-style-type: none"> Chair directed members to the AGM binder package and electronic display. Additional names were noted from members in attendance. Complete list of names recognized in memoriam were ANDY DUBCHAK – ONTARIO BRANCH NATHAN GOSSE – NEWFOUNDLAND & LABRADOR BRANCH JAMES HOSKINS – ALBERTA BRANCH EILDERT MEYER – ONTARIO BRANCH WENDEL STROH – SASKATCHEWAN BRANCH TED ZOLTAN – BRITISH COLUMBIA BRANCH JIM DAVIS – BRITISH COLUMBIA BRANCH LINDSAY BURNS - ONTARIO BRANCH John Stewart Griffin MacDonald - NS Loftus Cedric A moment of silence was observed in memoriam. | |
| 6. Approval of Agenda | Additions: Motion to move Sections 14 & 15 from proposed agenda to become Sections 8 and 9 and have the remainder of the numbering follow as written from there. R. Neale / N Van Der Pluijm <ul style="list-style-type: none"> No discussion All in favour. None opposed. Carried. Motion to approve the agenda as amended. T. Roark / L Gallant <ul style="list-style-type: none"> No discussion. | |

| Agenda Item | Notes | Action |
|---|---|--|
| | All in favour. None opposed. Carried. | |
| 7. Approval of Minutes from the 77 th Annual General Meeting, June 27, 2011 (Halifax, NS) | Motion to approve the minutes of the 77th AGM as circulated with changes discussed. G O'Toole / R de burger <ul style="list-style-type: none"> Draft Minutes have been posted from the 77th AGM on the National website (www.ciphi.ca) Change made to date in header from 2010 to 2011 Remove the word "The" in front of Ryan Philipation's name All in favour. None opposed. Carried. | MACDONALD – send adopted 2011 minutes to website |
| 8. Awards | | |
| 8.1. 2012 Award Nominations | Motion to award the 2012 CIPHI Honourary Membership Award to Dr. David Butler-Jones. Doreen Mackley read the nomination for Dr. David Butler-Jones on behalf of the Awards Committee. Second R. Stanley All in favour. None opposed. Carried. Motion to award the 2012 CIPHI Life Member Award to Larry Lychowyd. J MacDonald read the nomination for Larry Lychowyd on behalf of the Awards Committee. Second J. Scarpino All in favour. None opposed. Carried. | |
| 9. Motions and Resolutions | | |
| 9.1. Motion 1: Modification of term of past President | Because this motion amends the Bylaws of the Canadian Institute of Public Health Inspectors, a Notice of Motion was filed 90 days with the National Office before the meeting at which the amendment is proposed. Further, members received the proposed amendment 60 days prior to the Annual Meeting as required. Diplock reminded the members that in order for amendment to the Bylaws to pass, 75% of the votes must be in favour. <i>Section 21 Election Procedures (EXISTING)</i> <i>F) The outgoing National President shall</i> | PHAN to update bylaws |

| Agenda Item | Notes | Action |
|---|---|-----------------------|
| | <p><i>immediately become the Immediate Past President.</i></p> <p><i>Section 21 Election Procedures (PROPOSED)</i> <i>(F) The outgoing National President shall immediately become the Immediate Past President for a period not to exceed one year.</i></p> <p>Excess of 75% of votes in attendance and by proxy in favour. None opposed. Carried.</p> | |
| 9.2. Motion 2: Updating acceptable methods for providing notice of the Annual General Meeting | <p>Existing Bylaw Provision: <i>Section 33 Notice of Annual Meeting</i> <i>No public notice or advertisement of the National Annual General Meeting or any Meeting of Members shall be required, but notice of the time and place of such meeting shall be given by letter or mailed to each Member at his/her last known place of abode or address in the Members' Register at least ten (10) days before the holding of such Meeting. But the non-receipt of such notice shall not invalidate the proceedings at any Meetings. The notice calling the Meeting of Members need not specify the objects of such Meeting.</i></p> <p>Proposed Bylaw Provision: <i>Section 33 Notice of Annual Meeting</i> <i>No public notice or advertisement of the National Annual General Meeting or any Meeting of Members shall be required, but notice of the time and place of such meeting shall be given by letter or mailed to each Member at his/her last known place of abode or address in the Members' Register the most expedient method available including but not limited to electronic means at least ten (10) days before the holding of such Meeting. If a member has indicated their desire to receive such notices via mail, such notices shall be given by mail at his/her address in the Members' Register. But However, the non-receipt of such notice in either case shall not invalidate the proceedings at of any Meetings. The notice calling the Meeting of Members need not specify the objects of such the Meeting.</i></p> <p>Excess of 75% of votes in attendance and by proxy in favour. None opposed. Carried.</p> | PHAN to update bylaws |

| Agenda Item | Notes | Action |
|--|---|--------|
| 10. Officer Reports | | |
| 10.1. National President | <ul style="list-style-type: none"> K Diplock presented report on behalf of P Phan with no additions or additional comments. | |
| 10.2. British Columbia Branch President's Report | <ul style="list-style-type: none"> G Tam made no additions to his report. | |
| 10.3. Alberta Branch President's Report | <ul style="list-style-type: none"> J MacDonald made mention that Alberta branch bylaws now inform members of requirement to successfully participate in CPC program, as well as pay dues, to maintain Branch membership. | |
| 10.4. Saskatchewan Branch President's Report | <ul style="list-style-type: none"> R Philipation shared the successful creation of Historian position within his Branch | |
| 10.5. Manitoba Branch President's Report | <ul style="list-style-type: none"> D Chrisp made no additions to his report, sharing only that his Branch are honoured hosts of 2013 AEC | |
| 10.6. Ontario Branch President's Report | <ul style="list-style-type: none"> K Diplock extended his thanks to the Simcoe Muskoka and Grey Bruce Health Regions for partnership in 2012 AEC. Ontario Branch conducting review of current bylaws governing Society. | |
| 10.7. Quebec Branch President's Report | <ul style="list-style-type: none"> Report adopted as submitted | |
| 10.8. New Brunswick Branch | <ul style="list-style-type: none"> M Allen mentioned creation of Federal and retired councilor positions | |

| Agenda Item | Notes | Action |
|--|---|--------|
| President's Report | <p>into Branch Executive</p> <ul style="list-style-type: none"> NB Branch Workshop focus will be on Healthy Built Environment | |
| 10.9. Nova Scotia/Prince Edward Island Branch President's Report | D. Mackley made no additions to her report. | |
| 10.10. Newfoundland and Labrador Branch President's Report | <ul style="list-style-type: none"> D. Vokey announced to attendees that the 2014 AEC will be in July in Newfoundland. | |
| 11. Committee Reports | | |
| 11.1. Centenary Planning Committee (100 th Anniversary) | <ul style="list-style-type: none"> G Tam reported on behalf of S Timpa that there are 3 projects underway. <ul style="list-style-type: none"> Centenary Calendar complete Centenary Pin complete Centenary Mosaic banner Project continues | |
| 11.2. Awards | <ul style="list-style-type: none"> D. Mackley made no additions to her report. | |
| 11.3. Advocacy and Translation | <ul style="list-style-type: none"> D Chrisp made no additions to his report. Tim Roark asked NEC to seek out input from membership on advocacy issues. | |
| 11.4. Communications | <ul style="list-style-type: none"> P Heywood (ON) expressed gratitude for support and success of 2010 Sierra Leone Plan Canada project. | |
| 11.5. Constitution | <ul style="list-style-type: none"> R Philipation made no additions to | |

| Agenda Item | Notes | Action |
|--|---|--------|
| and Bylaws | his report. | |
| 11.6. Data Management | <ul style="list-style-type: none"> C Weighill indicated that community function on MSC has been suspended due to inactivity and cost. Contract with MSC vendor (C-factor) is up for review and negotiation is underway | |
| 11.7. Environmental Public Health Week | <ul style="list-style-type: none"> J MacDonald expressed gratitude for partnership with 2012 AEC planners in adoption of their theme. Recognition of designer Brooke Tomsett Posters were displayed | |
| 11.8. Finance | <ul style="list-style-type: none"> G Tam acknowledged fellow committee members and past chair K. Cordner. Comment from member that future reports should highlight overall balance for ease of review. | |
| 11.9. International Federation of Environmental Health | <ul style="list-style-type: none"> No report submitted. | |
| 11.10. Membership | <ul style="list-style-type: none"> K Diplock noted slight increases in some Branches and decreases in others Membership levels are highest in history nationally, especially in regular and corporate membership Question from Ron de Burger on solid baseline data on entire membership base (speculated as 800 missing) Retired members may decrease given cost of membership at \$50. Over | |

| Agenda Item | Notes | Action |
|---|--|--------|
| | <p>1000 retired inspectors in Canada so opportunity possibly being missed. Roark indicated that \$20 may be more lucrative. NEC to take under advisement for strategic planning.</p> <ul style="list-style-type: none"> Gallant challenged Branch presidents to create outreach strategies for retired members as in NB. | |
| 11.11. Senators (Retirees Advisory Committee) | <ul style="list-style-type: none"> L Gallant had nothing to add to his report and reminded NEC that deceased member submissions are important. | |
| 11.12. Website | <ul style="list-style-type: none"> Prepared by M Leblanc (MB). | |
| 12. Report of the Board of Certification Chair | <ul style="list-style-type: none"> G Stewart revised report to indicate mentorship training sessions are available to Branches but will not be happening at 2012 AEC. Recent resignation has happened from non-practicing PHI rep, so position is available on BOC. | |
| 13. Report of the Council of Professional Experience Chair | <ul style="list-style-type: none"> J Scarpino reported on behalf of submission prepared by C Nowakowski (BC). 2011 saw 63 audits (5% of membership) with 37 passing Members are reminded that more detail is better for professional development hour tracking Council would like to encourage the resurrection of the PD champion program | |
| 14. Report of the Environmental Health Foundation of Canada Chair | <ul style="list-style-type: none"> R de Burger indicated that EHFC is undertaking strategic planning process. Sustainability continues to be a struggle yet importance of EHFC has | |

| Agenda Item | Notes | Action |
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| | been shown. | |
| 15. Special Reports | | |
| 15.1. Report of the National Historian | <ul style="list-style-type: none"> T Roark added that EHR collection project continues. Only missing 12 editions at this time. Introduced special guest Stan Cowan, member of first graduating class of health inspectors in 1953. | |
| 15.2. Environmental Health Review | <ul style="list-style-type: none"> Prepared by A Papadopoulos | |
| 15.3. Report of the 2011 Annual Education Conference Chair(s) – Halifax, NS | <ul style="list-style-type: none"> Written report prepared by O'Toole and Mackley (see appendix 1). Event was successful on many levels including financially. | |
| 15.4. Report of the 2012 Annual Education Conference Chair(s) – The Blue Mountains, ON | <ul style="list-style-type: none"> T Devine and C Munn had nothing to add to their report. 330 paid registrants to date (400 total in attendance) | |
| 15.5. Report of the 2013 Annual Education Conference Chair(s) – Winnipeg, MB | <ul style="list-style-type: none"> J Scarpino added that every effort is being made to ensure that registration costs are below \$500 to help with travel issues experienced nationally. Merchandise sales go to Conference funds | |
| 16. New Business | | |
| 16.1. Appointment of NEC Representative (s) to the Board of Certification | <p>Motion to appoint Anthony Mak as the NEC representative the Board of Certification.</p> <p>P. Scharfe / G Gosselin.</p> <ul style="list-style-type: none"> No discussion. | |

| Agenda Item | Notes | Action |
|--|---|--------|
| | All in favour. None opposed. Carried. | |
| 16.2. Appointment of NEC Representative (s) to the Council of Professional Experience | <p>Henry Chong put his name forward for appointment</p> <p>Motion to appoint Henry Chong as the NEC representative the Council of Professional Experience</p> <p>C. Weighill / K. Gorman</p> <ul style="list-style-type: none"> No discussion. <p>All in favour. None opposed. Carried.</p> | |
| 16.3. Appointment of NEC Representative (s) to the Environmental Health Foundation of Canada | <p>Tim Roark wishes continues as the NEC representative to the Environmental Health Foundation of Canada</p> <p>Motion to acclaim Tim Roark</p> <p>L Gallant / R De burger.</p> <p>All in favour. None opposed. Carried.</p> | |
| 16.4. Appointment of Auditor(s) | <p>Motion that NEC appoint auditors for the Association for the 2012 fiscal year and that the NEC be authorized to fix the remuneration for these services.</p> <p>C. Munn / J. Cannan</p> <ul style="list-style-type: none"> No discussion. <p>All in favour. None opposed. Carried.</p> | |
| 16.5. Approval of 2011 Financial Statements | <p>Motion to approve the 2011 Financial Statements of the Canadian Institute of Public Health Inspectors as circulated. G. O Toole / G. Stewart</p> <ul style="list-style-type: none"> No discussion. <p>All in favour. None opposed. Carried.</p> | |
| 17. Motion to destroy proxy ballots | <p>Motion to destroy proxies</p> <p>J Cannan / R de Burger</p> | |

| Agenda Item | Notes | Action |
|-----------------|---|--------|
| | <ul style="list-style-type: none"> No discussion. <p>All in favour. None opposed. Carried.</p> | |
| 18. Adjournment | <ul style="list-style-type: none"> Diplock thanked everyone that assisted with organization and preparation of the AGM and thanked the members for their attendance and cooperation. With there being no more business coming before this assembly, Diplock declared the meeting be adjourned without objection at 15:31EST | |

Unapproved



APPENDIX 1: AEC REPORT

CIPHI 2011 Annual Educational Conference Organizing Committee Report to the National Executive Committee June 24, 2011

Summary

Members of CIPHI's Nova Scotia/Prince Edward Island Branch made a motion at their 2008 annual general meeting to make a bid to host the 77th Annual Educational Conference in Halifax. With this motion passed, the membership began to organize a planning committee in March of 2009 to begin the process of making a bid to the NEC, and laying the foundation for a successful conference.

With the conference bid accepted at CIPHI's AGM in the spring of 2009, the planning committee began to meet on a regular basis to develop the team and explore educational and social opportunities for the conference. With collaboration being a key factor for success in our environmental public health programs in Nova Scotia and Prince Edward Island, the next logical step was to establish a conference theme centered on the concept of collaboration.

"Strengthening Collaboration, Strengthening the Profession" was chosen as the conference theme and the committee began work to identify, discuss and confirm potential conference educational opportunities, social events, sponsors and exhibitors.

It is worth noting that early in its planning the organizing committee enlisted the assistance of Destination Halifax, an organization that promotes the city as a conferencing location. They were extremely valuable to us at all steps of the planning process from the initial bid package, to promoting the conference in Vancouver to current promotion of Halifax to our delegates.

Educational Program

The organizing committee strived to provide a diverse educational program, offered in three general streams which includes "Our Food", "Our Environment" and "Our Profession". Although the educational program follows the traditional format of past CIPHI conferences, the organizing committee wanted to incorporate technical tours as was done in Vancouver 2010 – providing an opportunity for delegates to learn in a more practical, "hands on" setting.

Social Opportunities

The opportunity to socialize and network are fundamental to the success of any CIPHI event and the organizing committee deliberated extensively on what social opportunities would provide the best forum for delegates to learn from each other through robust yet relaxed conversation. Taking advantage of the harbour setting and traditional east coast fair, the organizing committee settled on a lobster dinner, harbour cruise, maritime band and scenic tours as events to stimulate conversation and bring delegates together.

NATIONAL PRESIDENT'S REPORT

I find myself in the strange circumstance of writing a follow-up report to one in which I had thanked everyone in what I believed was my last report as National President. Yet here I am again, still National President (albeit in an acting role) and providing what my colleagues assure me is the really the final time I'll report as National President of the Canadian Institute of Public Health Inspectors. The only real difference this time around is that there is someone currently occupying the role of National President Elect, so I am certain that this time my exit will be permanent.

As such, it is with great pleasure that I pass the reins of leadership to an individual who I have grown to admire over our many years of working together towards common CIPHI goals. No stranger to the work of our organization, Gary O'Toole will bring a level head, a visionary outlook and a determined spirit to the role of National President as CIPHI enters its second century of existence. There are many roads that CIPHI can go down and I feel we will have a great leader who will lead the charge.

Over this past year, the National Executive Council has continued to work tirelessly to ensure CIPHI's financial sustainability as well as ensuring that our collective liabilities are limited as we evolve the organization. It has only been through the determination, dedication and sacrifice of this group of our peers and leaders in their own right that we have been able to do as much as we have. This is not to dismiss the army of volunteers that CIPHI relies upon to keep all of our Branches operational either. It still amazes me how much our colleagues are willing to put into our organization.

When looking to the future and to be as efficient as we can with limited resources, the NEC will be working with representatives of the Board of Certification, Council of Professional Experience and the Environmental Health Foundation to develop a 3-year strategic plan for CIPHI prior to the 2013 Annual Education Conference. The last strategic plan expires at the end of 2013 and the new iteration will be the first time that all parts of CIPHI will be around the same table to discuss strategic initiatives and goals of our organization. Previously, we have worked independently before with our micro-CIPHI silos, but that way of doing business no longer works. We all have an impact on this organization's image and we must all work towards common goals lest we pull our organization asunder. It is my intent to have the updated strategic plan posted before September 2013.

In closing, it's been a great run, but my creativity and energy is waning. There needs to be a new vision for CIPHI and new vitality brought to bear. CIPHI is a worthwhile endeavour and we have the basic infrastructure upon which to build a larger, more robust organization that truly represents Environmental Public Health Professionals in Canada. We just need dedicated and interested leaders and individuals to make that dream a reality.

Respectfully submitted,



Phi Phan, CPHI(C)
National President

BRITISH COLUMBIA BRANCH PRESIDENT'S REPORT

CIPHI BC Branch had gone through a very challenging year in 2012. I sincerely thank all the executives for their perseverance and endurance to contribute what they can to bring awareness of our profession to the public, Environmental Public Health Professionals (EPHPs), unions and the Government of BC.

Education

We were fortunate to receive generous funding from National Collaborating Center for Environmental Health for the development of our branch annual education conference. After engaging with our members and the directors of the health authorities, we decided that healthy built environments was the priority educational need of the EPHPs. However, shortly after we started the promotion campaign, we were notified that the attendance of the delegates would be significantly lower than our projection due to the implementation of education freeze in one health authority. After serious considerations, the conference was decided to be cancelled.

Finance

Due to the cancellation of the education conference, CIPHI BC Branch took stringent strategies, by reducing expenses and establishing a financial policy, to minimize the impacts to the financial being of the Branch. Unfortunately, no other revenue was generated in 2012 to recuperate the operational cost in the branch.

Advocacy

CIPHI BC Branch had been liaising with the Ministry of Health on the amendment of the CPHI(C) credential into the Public Health Act. The proposal had been sent by the Ministry for legal review before the end of 2012. We were hopeful that a positive outcome would be yielded in the near future. Mr. Phi Phan, CIPHI National President, and Mr. Craig Nowakowski, National Chair of the Council of Professional Experience (CoPE), were invited to introduce the CIPHI Continuing Professional Competency (CPC) Program and CoPE to Mr. Lambert, the Executive Director of Health Protection in Ministry of Health. This discussion laid a solid foundation to build our success in the recognition of the CPHI(C) credential, as well as the CIPHI CPC Program as the legislated standard of the ongoing training of EPHPs in the BC Public Health Act.

The salary of the EHOs in BC had progressively fallen behind from the salary of the EHOs in other provinces. It was an opportune time to improve our relationship with the unions after the collective agreement expired on March 31 and a new collective agreement began negotiation. Letters, accompanied with an updated national salary survey, were sent to the collective bargaining committee, the Minister, and BC Premier lobbying for fair compensation and respect of the work EHOs conduct every day.

In 2011, our Promotion and Advocacy Committee ventured into various social media platforms by creating a Facebook page and a Twitter account to increase our exposure to the public and improve our communication with EPHPs. In just a few months, more than 200 EPHPs joined and followed our announcements.

In addition to the active participation of CIPHI BC Branch in the BCIT Program Advisory Committee (PAC), we collaborated with a BCIT instructor in a newly-designed second-year health promotion course. Groups of students had to develop entire promotional campaigns for different environmental health related topics. CIPHI BC Branch was involved in the evaluation process to select the winning project. Its promotional materials were then used in the BC Branch promotion and advocacy campaigns to EPHPs and to the public. The winning group was rewarded with prestigious prizes sponsored by the branch. In addition, CIPHI BC Branch engaged with the first-year students by attending their environmental health

introductory class and presenting the backgrounds of CIPHI, the CPC Program, and various activities to be held in the Branch.

Every year, CIPHI BC Branch invests a significant amount of effort to promote our profession during the Environmental Public Health Week. In September 2012, branch executives approached and received numerous recognition from the Governor General of BC and more than 10 municipalities. This initiative motivated many executives to start planning strategically how we could better recognize in the CIPHI centenary year.

Centenary Celebrations

CIPHI BC Branch Centenary Celebration Committee members spent countless hours gathering historical information from the CIPHI storage locker and libraries for the creation of the centenary celebration webpage. In addition, committee members consolidated most editions of the Environmental Health Review journals, which will be valuable to EPHPs in the future years of CIPHI. We were fortunate to collaborate with the Ministry of Health for the creation of a centenary celebration award. The award will recognize key CIPHI BC members who contributed to the history of environmental public health in BC.

As CIPHI turns 100 years old in 2013, CIPHI BC Branch will continue to be the leader in education during these challenging economic climates and tight budget constraints. Most importantly, centenary celebration committee members will spearhead celebratory events to recognize the profession and to celebrate the rich history of this professional Institute.

Respectfully submitted,



Gary Tam, B.Sc., B.Tech., C.P.H.I.(C)
British Columbia Branch President

ALBERTA BRANCH PRESIDENT'S REPORT

On behalf of the Alberta Branch, I want to take this opportunity to welcome everyone to the 79th Annual Education Conference. I also want to say thank you to the organizing committee for taking on the host role while tying in our Centenary celebrations and strategic planning sessions for the National Executive Council. No pressure! Undoubtedly everything will be great and we will all travel back home with smiles on our faces.

Speaking of professional development, Alberta will be hosting its 14th Annual Fall Educational Workshop during Environmental Public Health Week this September in Calgary. Our plan is to deliver a collaborative theme that showcases how environmental public health professionals work with other agencies to deliver great outcomes. For example, we have successful multi-ministry relationships in child care, recreational water, personal services, food and more that should be promoted and celebrated. These relationships also bring challenges and we'd like to discuss those too. This theme really speaks to where Environmental Public Health is in Alberta right now.

Over the last year, we have represented our membership in the ongoing Environmental Public Health Operational Strategy (EPHOS) project. This project is a multi-stakeholder review of Environmental Public Health in Alberta that aims to clarify roles, strengthen partnerships and help to craft a strategic direction. We are happy to continue to be involved as an independent line of thought that speaks for the profession, separate from the various employers, in this initiative.

Lastly, we are proud to share that we have invested in the services of a communications specialist and strategic planner to assist our Branch with outward messaging and advocacy. Advocating for the profession is one of the four missions of CIPHI, but our leadership group felt that to get our message out in today's increasingly challenging and political world, we needed to invest in something beyond what our volunteer base has the capacity to do. We look forward to sharing successes in communication with the other Branches in the future.

Travel safe and enjoy the show. Come say hello if you see me!

Respectfully submitted,



Jason MacDonald, CPHI(C)
Alberta Branch President

SASKATCHEWAN BRANCH PRESIDENT'S REPORT

On behalf of the SK Branch, I submit the following report outlining the activities of the SK Branch for the past year.

Membership engagement remained a priority for our Branch. Membership numbers were steady as the various employers (Health Regions) continue to support membership. The SK Branch Executive remains committed to engaging membership through education sessions and advocacy projects. Our Branch continues to explore options to expand our membership beyond health region employed inspectors.

The SK Branch hosted the 5th Annual Professional Education and Development Seminar in Saskatoon in 2012. The Branch continues to offer free attendance at this seminar for our SK Branch members. Various membership initiatives help fund the registrations and this has maintained our high seminar attendance numbers. Delegates were treated to a wide variety of industry experts who came as exhibitors and presenters from across Canada.

The relationship between the SK Branch and the First Nations University of Canada (FNUC) continues to grow. This year the Branch and FNUC partnered on printing various posters and material promoting the profession. Also, the SK Branch hosted an information night for FNUC students during Environmental Public Health Week. Student membership numbers remained high again this past year.

The SK Branch Historian has remained busy sorting through many boxes of SK Branch archives. This Branch position has worked closely with the National Historian to ensure various treasures are preserved.

The SK Branch saw growing operational and education expenses this past year. Merchandise and product sales continue to offset these costs, however the additional revenue sources continue to be investigated to ensure our Branch is sustainable well into the future.

On behalf of the SK Branch, I would like to congratulate those members involved in planning the 79th Annual Education Conference in Winnipeg.

Respectfully,



Ryan Philipation, CPHI(C)
Saskatchewan Branch President

MANITOBA BRANCH PRESIDENT'S REPORT

The following highlight some of the Branch Executive activities since my last report:

Several members of the Branch Executive have been involved in the planning and organizing for the 2013 National Educational Conference in Winnipeg.

The Branch Executive has been preparing Terms of References for the various committees and positions within the Branch.

Membership remains steady.

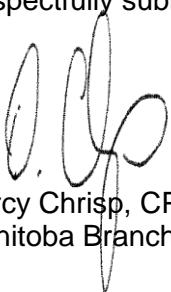
Stéfane Gravelle, Rhea Lefko, Carmen Cross and Mike Leblanc modified a food safety program created by Manitoba Agriculture, Food and Rural Initiative called "Food Safety Connection" and relaunched it on our Branch website to provide a short food safety course for volunteer organizations who may not otherwise afford to have their volunteers educated.

The Advocacy Committee has been working on a Wikipedia page for CIPHI

We lobbied the HR Department of MB Health to get approval to proceed with an application to get MB Health to cover CIPHI memberships for MB Health employees. Unfortunately, we did not receive support for this initiative as membership in CIPHI is not a requirement of our job classification within the Collective Bargaining Agreement at this time.

On a sad note, Kathy Wood, a long-time member of our Branch passed away after a brave battle with cancer. The relaunch of the "Food Safety Connection" was dedicated in her memory.

Respectfully submitted,



Darcy Chrisp, CPHI (C)
Manitoba Branch President

ONTARIO BRANCH PRESIDENT'S REPORT

The Ontario Branch Executive council (OBEC) has been extremely busy during the last 12 months as we continue to transition from a program specific working executive council to an administrative council. I would like to begin by acknowledging and thanking outgoing councillors John Yan, Denis Persaud, Cynthia (Cindy) Peacock-Rocca and Lucie Imbiscuso for their support and leadership in helping set the future direction of the OBEC. I would also like to welcome Tony Makrostergios, as the new president-elect, and Lori Holmes and Patrick Doyle as new councillors to the OBEC.

As part of its transition the OBEC in 2012 transitioned from 8 to 6 councillors and will complete its evolution after the 2013 Annual General Meeting with the new executive consisting of 4 councillors, past president, president, president elect, and the secretary treasure. To allow for the new structure, councillors will no longer be the chairs of environmental public health specific working groups, but rather assigned administrative portfolios. The new portfolios reflect key strategic components of CIPHI Ontario core business; Membership Support and Engagement, Strategic Communication and Partnerships, Advocacy and Policy and Professional Development. Program specific working groups remain an integral part of CIPHI Ontario activities by supporting and informing the executive of important an emerging environmental public health issues and report directly to the president.

As the executive develops the infrastructure to support the new streamlined administrative council, we are taking steps to enhance the transparency and accountability associated with all OBEC and CIPHI workgroup activities. The OBEC has begun monthly teleconferences to ensure the executive is responsive to any ongoing or emerging issue.

In November, Judy de Grosbois step down as the branch bookkeeper and I would like this opportunity to thank Judy for her years of service to the branch. A request for proposals was sent out and after reviewing the submissions the OBEC selected MPS Executive Suites as its new bookkeeper. The company has a long history with CIPHI, as the company responsible for the National CIPHI Office, and over the last few years has been providing the branch administrative support with conference registration and AGM preparation. I would like to acknowledge the tremendous work done by Kate Beath (Secretary-Treasurer) ensuring a smooth transition to MPS.

Over the next 12 months the OBEC will be focusing its time in three main areas; the completion of the infrastructure for the new OBEC format, membership engagement, and communication. Patrick Doyle and Ken Diplock are leading the OBEC's thorough review of bylaws and policies. The bylaw changes are designed to remove some administrative components (e.g. Stipends) and add the ability for OBEC to incorporate on-line voting sometime in the future. John Cannan and Lori Holmes will be leading the membership engagement initiative. With the help of Jessica Morris and the membership engagement committee, John and Lori are developing tools and procedures to ensure volunteer opportunities are presented to members in a transparent, informative, and timely manner. Whether it is communicating with members or stakeholders, communications is integral to all CIPHI activities. Under the leadership of Caroline Kuate and Cathy Egan, the OBEC is conducting a strategic review of what, when and how we communicate with members and stakeholders. This strategic review is likely to result in enhancements in our on-line presents.

On the professional development front, the books from the 2012 National CIPHI Conference are closed and I would again like to thank the Grey Bruce and Simcoe Muskoka District Health Units for hosting a conference which exceeded expectations both academically and financially. Last fall, Lucie Imbiscuso (Chairperson) and the Communicable Disease Working Group hosted a successful 2 day conference on infection control. Under the leadership of Raymond Ramdamdayal, the professional development committee have also been extremely active over the last 6 months offering two Public Health Media Workshops and will be hosting an advanced enforcement workshop this spring. Planning for the 2013 CIPHI Educational Conference is in full swing with registration underway and the program currently under

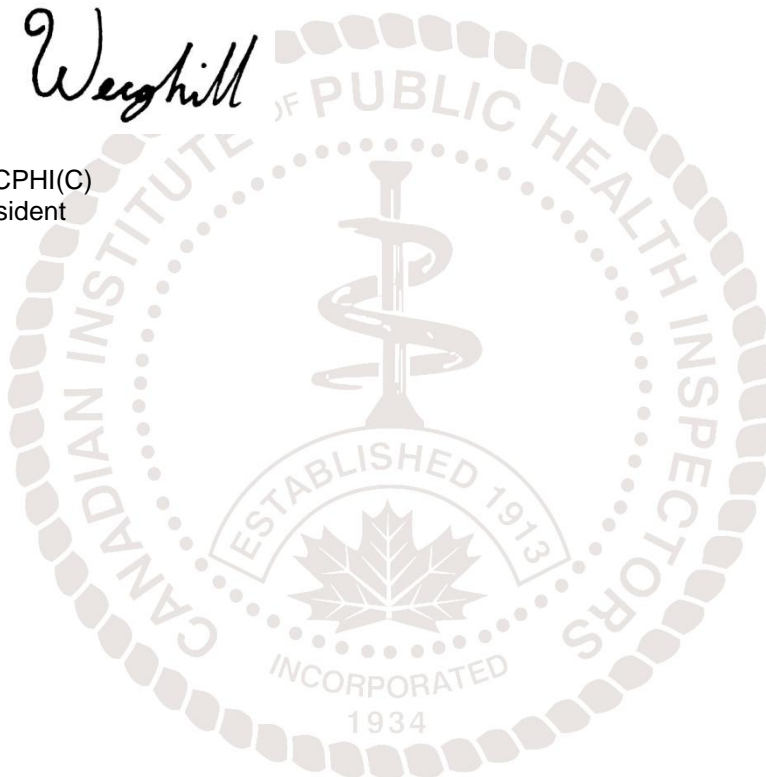
development. The planning committee has taken their responsibility of hosting the centennial celebrations seriously and is pulling out all the stops to make it a conference not to be missed.

Building on what past presidents of CIPHI and the Association of Supervisory Public Health Inspectors of Ontario (ASPHIO) (Ken Diplock and Chris Munn) had forged, Chris Beveridge and I continue to look for ways to strengthen the relationship between our two organisations. Recently we have entered into a joint Constituent Society membership on the Ontario Public Health Association board and have formed a joint committee to conduct leadership needs assessment for public health inspectors. I look forward to working closely with Chris over my term to find synergies that enhance our organisations and strengthen the voice of environmental public health in Ontario

Submitted by,



Cameron Weighill, CPHI(C)
Ontario Branch President



NEW BRUNSWICK BRANCH PRESIDENT'S REPORT

It is my honour and pleasure to present the report from the New Brunswick Branch to the 2013 Annual Meeting.

I want to start by thanking our colleagues in the Manitoba Branch for hosting the historic 2013 meeting. How fitting it is to be back at our birthplace as we continue the celebration of our centenary. Many hours of work goes into an event like this and we in NB appreciate your efforts on our collective behalf.

In the Fall of 2012, we experienced an excellent Branch Annual Meeting and Educational Conference in Fredericton. This conference was a first as we partnered with the NB-PEI Branch of CPHA. It proved to be a wonderful success both in attendance and profit.

The conference theme was ***Place & Health: Shaping the Built Environment of NB and PEI.***

Learning objectives were:

- To increase awareness and understanding of the link between health and the built environment;
- To enhance knowledge of our collective roles and contributions in creating healthier built environments;
- To promote opportunities to work together as public health professionals, health promoters, policy-makers, local governments and municipal planners in NB and PEI;
- To profile Atlantic Canada research and initiatives aimed at improving health through the built environment, with special attention to rural and small urban settings.

Speakers:

- *Tackling Wicked Problems in the Built Environment*, Val Morrison, National Collaborating Centre for Healthy Public Policy
- *Understanding Where We Came From to Define Where We Are Going in Environmental Public Health*, Dr. Andrew Papadopoulos Associate Professor, Department of Population Medicine Coordinator, Master of Public Health
- *Housing First in New Brunswick*, Timothy Ross, Community Action Group on Homelessness
- *Design Healthy Communities Workshop*, Daniel Savard, NB Dept of Environment and Local Government
- *Integrating Built Environment into Public Health Inspection*, Sabrina Dosanjh and Neelam Parmar, Northern Health, BC
- *Measuring the Rural Built Environment for Active Living*, David Hartley, University of Southern Maine
- *Discussion Breakfast – Enhancing Public Policy*, Michael Keeling, National Collaborating Centre for Healthy Public Policy
- *Using Life Patterns Data to Explore How Built Environments Shape Human Behaviors and Health*, Daniel Rainham, Dalhousie University

Membership in the Branch continues to be strong. However, we continue to work on growth.

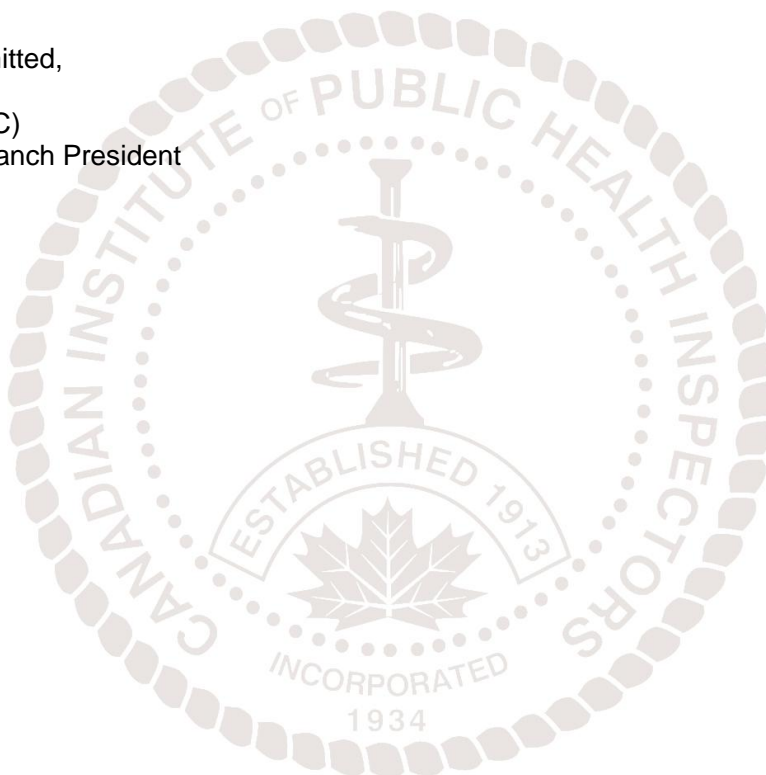
Other priorities for the year are:

- Improving our Branch Website.

- Member communications.
- Reviewing Branch Constitution and standing committees.
- Improving our understanding of member expectations. A member survey was under taken. The incoming executive will review that for direction for the coming year.
- Providing input / comment to regulatory and structural changes that may affect our members. The Branch submitted written comments of the changes to the food regulation. Additionally, the Branch Executive reviewed the need to respond to the changes to Class 1 and Class 2 establishments. A decision was taken not to respond at this time.
- Preparing and assisting our members with continuing education opportunities and tracking. We are hosted an orientation session on Core Competency and CoPE in Moncton. The need for other sessions will be assessed. The Branch will work with employing agencies to offer continuing education opportunities that will meet members and employer's needs. The Branch has appointed a Continuing Education Coordinator who will facilitate opportunities.

Respectively submitted,

Mark Allen, CPHI(C)
New Brunswick Branch President



NOVA SCOTIA AND PRINCE EDWARD ISLAND


BRANCH PRESIDENT'S REPORT

On behalf of the Nova Scotia/ Prince Edward Island CIPHI Branch, it is my privilege to provide a few highlights from our activities since the last AGM:

- In Blue Mountain Ontario, two members received National Awards, Ms. Carrie Fraser received the Environmental Health Review Award, and Mr. Barry MacGregor was presented with the 2012 President's Award.
- The Branch Executive held a Strategic Planning Session in Truro, Nova Scotia on November 3, 2012. This was a very productive day and has helped greatly with the Branch's goals and objectives.
- In December, 2012 we were pleased to re-launch the NS/PEI CIPHI Branch Newsletter. Many thanks to Cheryl Cameron and to all members who contributed. Stay tuned for the next edition.
- The Branch has implemented four new Committees, as a result of the Strategic Plan. These include Education, Advocacy, Membership and Communication. Committees are underway and in the process of developing terms of reference and policies.
- The Branch AGM was held on March 6, 2013 at the Marriott Harbourfront in Halifax, NS in conjunction with the 2013 Health Protection Conference hosted by the Nova Scotia Department of Health & Wellness. The theme was Back to the Future: Moving Forward with Wisdom From the Past. It was a great networking opportunity for public health professionals across the province. A Continuing Professional Competency Education Session was also held for membership at this time.
- Branch membership continues to increase; it is great to see so many new faces! I challenge all members to get involved in this great profession.

In closing, I would like to congratulate the Manitoba Branch on hosting the 79th Annual Education Conference here in Winnipeg. It looks like a great Centennial celebration!

Respectfully submitted,



Doreen Mackley, CPHI(C)
NS/PEI Branch President

NEWFOUNDLAND AND LABRADOR BRANCH PRESIDENT'S REPORT

A warm hello from my desk in Newfoundland. This is indeed a busy year for our Branch.

Our Branch membership is much alive and healthy, with many of our younger members taking an active role in Branch activities. As environmental health professionals, NL Branch members readily acknowledge the importance of CIPHI's centennial milestone, and the subsequent need to consider where the next century will take our profession.

It is indeed with a heavy heart that I am most regrettably unable to attend this year's NEC meetings, the strategic planning session and the annual educational conference. Apart from wishing to contribute to these important events, I had been anticipating meeting our outgoing national president, Phi Phan, in person. I had hoped to pay considerable homage to Phi, and to thank him for giving to CIPHI what I now confidently describe as a contribution that goes above and beyond the call of duty. When fatherhood and family demands are ample reason to pass the torch, Phi continued to nurture the NEC with solid leadership and direction. His contribution to his profession and to all of us in CIPHI has been duly noted by all of us who have had the pleasure to interact with him. He is indeed OUR national treasure. Well done Phi.

Our incoming national president, Gary O'Toole, has big shoes to fill. And yet, those who have had a chance to watch Gary at work, know fully well, that if anybody can fill those shoes, it is indeed Gary. Welcome Gary.

Notwithstanding the issues that preclude my attendance this year in Winnipeg, I confirm my dedication to the NEC and my personal commitment to further our goal of mandatory membership. I am hoping to approach this challenge this fall and to have an update on my efforts later this year.

I wish to pay special tribute to Darcy Chrisp and the other Manitoba Branch members for what I know will be an outstanding conference this year. Well done Manitoba!

In closing, I wish to introduce our Branch vice-president, Laurie Hearn, my replacement at this year's meetings, etc.. I'm sure that all of my colleagues will agree that with young people like Laurie to succeed me and the other senior members, our Institute is in good hands. I look forward to seeing most, if not all of our NEC members in St. John's next year for the 80th AEC. See you then!

Respectfully submitted,

Darroch Vokey, CPHI(C)
Newfoundland & Labrador Branch President

100TH ANNIVERSARY COMMITTEE REPORT

The birth of The Canadian Institute of Public Health Inspectors (CIPHI) began 100 years ago in 1913, in Winnipeg, MB, with the establishment of the “Sanitary Inspectors Association of Western Canada”. Consequently, 2013 represents a significant milestone in the history of CIPHI, a milestone worthy of recognition by the organization and its membership.

To ensure CIPHI’s Centenary is appropriately celebrated and recognized, the National Executive Council (NEC) has formed the Centenary Committee. The Centenary Committee has been tasked with planning and delivering activities and initiatives targeted towards membership, partners and the general public to celebrate and highlight the centenary milestone.

The committee is comprised of interested individuals from various groups including but not limited to the National Executive Council, the 2013 Annual Educational Conference Committee and the Historical Committee.

The members of the committee are as follows:

Sara Timpa (Chair)
Koreen Anderson
Jim McCorry
Stéfane Gravelle
Peter Heywood

Mahmoud Shoblaq
Nadine Newman
John Cannan
Tim Roark
Gary Tam

Throughout the year projects from the Centenary Committee have been showing up all over the country. We were very excited to be part of the NEC initiative to create a 100 Year commemorative lapel pin and we coupled its release with the Centenary calendar, which is adorning the walls of PHIs from Newfoundland and Labrador to British Columbia and beyond. Photo collection for the Mosaic Banner has been completed and the finished product will be debuting in Winnipeg. This banner will be a keepsake for future generations and will serve to immortalize current and past environmental public health professionals and CIPHI members. A commemorative coin will also be making its debut in Winnipeg, beautifully designed and featuring both the crest and the 100 year CIPHI logo. This keepsake will be available during and after the conference. Giardia, the CIPHI mascot will also be making an appearance at the annual educational conference to join in the celebrations; afterward Giardia will begin travelling throughout the country highlighting the exciting activities that environmental health professionals partake in daily.

The “100 Members of Distinction” project, honouring environmental public health professionals that have made significant contribution to the profession and have made CIPHI what it is today will also be showcased in Winnipeg and will later be displayed on the ciphi100.ca website. This project honours the hard work and dedication of those past and present and will exist as a legacy piece for future generations of CPHIs.

The activities of the Centenary Committee as well as fun and interesting facts regarding CIPHI and environmental public health in Canada have been highlighted throughout the year through our facebook page and twitter feed. Our social media campaign has served to unite members across the country and the response to our contests, trivia, web-commercial and fun facts has been outstanding.

Future activities such as commemorative tree planting ceremonies in the five educational institutions, as seen in April in BCIT, is in the works for Environmental Public Health Week for the

remaining four schools and will serve to mark these institutions as important places where the majority of CPHIs began their journey in environmental public health.

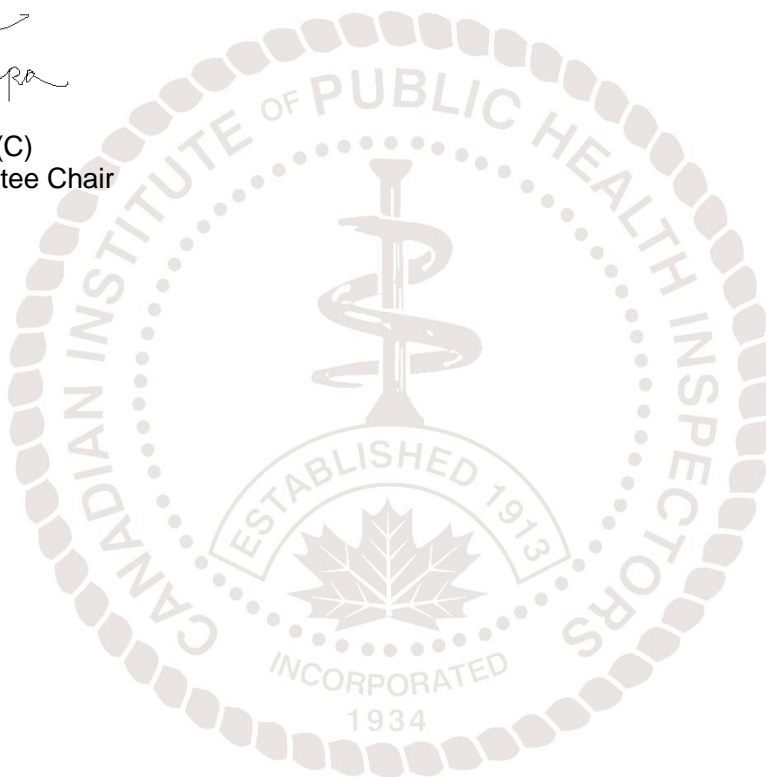
The cookbook project with TrainCan is on-going despite the lack of support in recipe submission. However, we hope to revive the project and have the cookbook ready for this Fall. Please submit your recipes via the Centenary Committee Booth, facebook, twitter, email or in person and help us make this project a reality.

Stay tuned to the listserve, facebook, twitter and ciphi100.ca for updates and more news from the Centenary Committee on activities, events and other ways you can become involved in celebrating the centenary milestone.

Respectfully submitted,



Sara Timpa, CPHI(C)
Centenary Committee Chair
ciphi100@ciphi.ca



AWARDS COMMITTEE REPORT

Dear Colleagues:

The Awards Committee is pleased to provide an update of Awards presented at our 78th Annual Education Conference in Blue Mountain, Ontario. The following individuals and/or organizations were presented awards:

| Award | Nomination (Province) |
|-----------------------------|--|
| Alex Cross | Ann Thomas (BC) Christopher Beveridge (ON) |
| Alexander Officer | ASPHIO Association of Supervisors of Public Health Inspectors Ontario (ON) |
| Environmental Health Review | Carrie Fraser (NS/PEI) |
| President's Award | Barry MacGregor (NS/PEI) |
| Honorary Membership | Dr. David Butler-Jones (MB) |
| Life Member | Larry Lychowyd (ON) |

All award recipients received a personalized award and an accompanying letter recapping their nomination and nominators. A summary of the winners were sent to the Environmental Health Review as well as a copy sent to the CIPHI National Historian for archival purposes.

For the awards to be presented at this year's 79th AEC, calls for nominations were sent via the National List Serv on several occasions as well as soliciting of each Branch Executive. All nominations received by the deadline will be vetted by the Awards Committee members to ensure completeness and compatibility based on the established criteria for each award. Nominations will then be reviewed and voted upon by the National Executive Council prior to the conference. For those awards that require membership approval, those nominations are first voted upon by the NEC and then sent for approval by the membership at the AGM. The Awards Committee Chair will provide a verbal report of those awards.

Respectfully submitted,



Doreen Mackley, CPHI(C)
Awards Committee Chair

COMMUNICATIONS COMMITTEE REPORTS

Building a rapport with our members and stakeholders based on trust, accountability and transparency is of the highest priority for the Canadian Institute of Public Health Inspectors (CIPHI). With members and stakeholders across Canada, communication networks are essential for the delivery and presentation of information in a timely manner. To accomplish this CIPHI has utilized several communication vehicles including, the website, Member Service Centre, National Listserv, the Environmental Health Review and social networks. There is also a concerted effort to ensure all CIPHI correspondence is published in both official languages. Below is an overview highlighting some of these communication services.

National Listserv

The National listserv, our primary communication tool reaches approximately 2600 environmental public health professionals across Canada and provides news on national activities in a timely manner. This communication tool has proven to be highly successful in notifying our members of upcoming professional development opportunities, promoting the centenary celebrations and Environmental Public Health Week (EPHW), disseminating National Executive Council (NEC) business news, and circulating pieces of advocacy. This mode of communication is supported by other communication vehicles including our linkages with social networks, specifically Facebook™, Twitter™ and YouTube™, the Environmental Health Review and the national website.

CIPHI Centenary Communications

Several people and agencies were involved in the promotion of CIPHI Centenary Celebrations through the use of the National Listserv, CIPHI Centenary website, Facebook™, Twitter™ and YouTube™. Most notably the Oxford Media Group who formatted the webmmmercial, mosaic banner and web banners, Mike LeBlanc, chief administrator of the CIPHI and Centenary websites, Phi Phan, Mahmoud Shoblaq, Sara Timpa, primary administrators of the Facebook™ and Twitter™ accounts. To join our community you can follow us on Facebook at www.facebook.com/ciphi100 and Twitter at <https://twitter.com/CIPHI100>.

On April 19th, 2013, a press release was issued by CIPHI through the Canadian News Wire to announce the 100th anniversary of the organization. The release received extensive coverage through social networks and was picked up by several news outlets across Canada. In fact, on April 19 & 20th we reached over 3600 & 3700 visits on Facebook™ respectively. A new record!

A special thanks goes out to Daniel Savoie, Jacques Beauvais, Stéfane Gravelle and Josée Thériault for their assistance with the French translation of the promotional items and news pieces during the past nine months.

2013 and Beyond

CIPHI will continue to ensure that all communication channels are maximized so that members are informed of CIPHI business in a timely manner with the ultimate goal of strengthening and promoting our organization and professional profile. In 2013 and beyond, members of the NEC and the corresponding committees will continue to work together and operate in a transparent and open fashion in the best interests of our members and stakeholders. Communication to our members is of the utmost importance to CIPHI and we will continue to ensure our members are regularly informed of news, upcoming changes and professional development opportunities through all communication vehicles available at our disposal.

Respectfully submitted,



Peter Heywood, CPHI(C)
National Communications Portfolio

CONSTITUTION AND BYLAWS COMMITTEE REPORT

The Constitution and By-Laws & Policy Committee of the Canadian Institute of Public Health Inspectors (CIPHI) reports directly to the NEC. This committee's objective is to ensure compliance with the Constitution of CIPHI as well as ensures organizational paperwork (Policies, Terms of Reference, etc.) is kept current.

The Constitution and By-Laws & Policy Committee continues to use a policy and procedure document to outline the objectives and operation of the committee. This document helps committee members understand their roles and responsibilities.

The committee had a busy year as strict rule changes in regards to the Canada Not-For-Profit Corporations Act required CIPHI to transition into a new constitution format. Much work was done to prepare the documents to present to our Membership at the 2013 Annual General Meeting. Only once the documents are approved by Membership can they then be submitted to Corporations Canada. A not-for-profit corporation must make the transition by October 17, 2014. Failure to meet this deadline would result in CIPHI being dissolved.

The current Constitution and By-Laws document, including the Code of Ethics, is posted on the CIPHI website at http://www.ciphi.ca/pdf/2012_constitution.pdf. Be sure to check CIPHI's webpage for updated documents soon.

Respectfully,



Ryan Philipation, CPHI(C)
Committee Chair
President, SK Branch

DATA MANAGEMENT COMMITTEE REPORT

Committee Members

Cameron Weighill (C)
Valerey Davidson
Ken Diplock
Lori Holmes ◇
Barbara Krar ◇

Victor Mah
Sean O'Toole ◇
Gundie Volk ◇
Kyle Wonsiak ◇

◇ New Member

Membership Service Centre (MSC) Traffic

In 2012 there were 11,198 visits to the MSC, averaging 413 unique visitors visiting 2.2 times each month. The three months with the highest traffic were January, February and November. These high traffic periods are linked to membership renewal and the submission of Professional Development Hours (PDH).

Table 1: Traffic to the Membership Services Center.

| Month | Unique Visitors* | # of visits | Visits Per Visitor |
|----------------|------------------|-------------|--------------------|
| Jan | 694 | 2,160 | 3.1 |
| Feb | 484 | 1,076 | 2.2 |
| Mar | 431 | 867 | 2.0 |
| Apr | 392 | 751 | 1.9 |
| May | 321 | 640 | 2.0 |
| Jun | 392 | 810 | 2.1 |
| Jul | 325 | 719 | 2.2 |
| Aug | 290 | 545 | 1.9 |
| Sep | 339 | 620 | 1.8 |
| Oct | 297 | 579 | 1.9 |
| Nov | 524 | 1,254 | 2.4 |
| Dec | 462 | 1,177 | 3 |
| Average | 413 | 933 | 2.18 |

*A Unique visitor is defined as a unique IP address

Membership Renewal

It is in the areas of membership renewal that the MSC has observed significant increases in membership traffic. Approximately 60% of all CIPHI membership renewals are completed using a credit card. In 2011 50% of credit card membership renewals were completed on-line. In 2013 that number has increased to 72% (46% of all memberships) as members continue to become more familiar with the on-line renewal process. Members also have the option to renew their membership on-line via cheque, money order, or payroll deduction and then print off and send the renewal into the CIPHI Office with funds. Statistics on the number of members that use non credit card renewal options on the MSC were not readily available at the time of this report

Table 2: Credit Card Renewal: CIPHI membership renewal via credit card.

| Description | 2011 | 2012 | 2013 |
|---------------------------|------|------|------|
| Total # Memberships | 1587 | 1625 | 1231 |
| Credit Card Renewals | 902 | 977 | 787 |
| MSC Credit Card Renewal | 451 | 604 | 566 |
| % MSC Credit Card Renewal | 50% | 63% | 72% |
| Overall % of Membership | 28% | 38% | 46% |

*As of May 1st, 2013

Contract Update

Negotiations continue with **cfactor Works Inc.**, to finalize a new service contract. The old contract expired on December 31, 2012. Going forward, the new contract will be looking at various options including upgrading the site to the most current version of cfactor V8.2, reviewing the existing functionalities and adding addition functionalities that will benefit membership.

Membership is encouraged to visit this site frequently. Questions and comments can be forwarded to any committee member.

Submitted by,



Cameron Weighill, CPHI(C)
Past Chair, Membership Services Committee



Ryan Philipation, CPHI(C)
Acting Chair, Membership Services Committee

ENVIRONMENTAL PUBLIC HEALTH WEEK COMMITTEE REPORT

Environmental Public Health Week will run from September 23rd – 29th, 2013, and we will of course be continuing to support and celebrate the **100 Years of Distinction** theme.

This fall, we plan to revisit and reinforce much of the great work that has been done by the Centenary Planning Committee, including taking a fresh look at the exciting *webmercial* that was created. We will also be sending you posters to share in your offices that will promote our great profession on this special occasion. Further, we will see the current tree planting initiative through to its completion at the schools that teach Environmental Public Health in Canada. Each school will have a tree planted to mark this occasion and a plaque will be erected at the base to commemorate the year.

Looking beyond our borders, we will be taking special note of World Environmental Health Day, which will occur on September 26, 2013. The theme chosen this year by the International Federation of Environmental Health (IFEH) is "**Emerging Environmental Health Risks & Challenges for Tomorrow**". Please visit the IFEH website to find out how your colleagues celebrate their professional on an international scale!

We all owe the Centenary planning volunteers a huge thank you. Their volunteer base has done an amazing job in bringing some great ideas to fruition for the good of our profession. I hope you all enjoy watching the last stages of this fine effort come together this fall during Environmental Public Health Week.

Respectfully submitted,



Jason MacDonald, CPHI(C)
EPHW Committee Chair

FINANCE COMMITTEE REPORT

Please find the 2012 Financial Summary for CIPHI on the following pages.

Respectfully submitted,



Gary Tam, B.Sc., B.Tech., CPHI(C)
Finance Committee Chair



| | |
|---|----------------------|
| Canadian Institute of Public Health Inspectors | |
| 2012 Financial Summary | |
| Statement of Operations | |
| Revenue | |
| Memberships | \$ 200,626.00 |
| Shared Conference Profit | \$ 43,678.00 |
| Advertising & Miscellaneous | \$ 9,054.00 |
| NEC Reimbursement | \$ 17,216.00 |
| Interest | \$ 1,464.00 |
| Commissions | \$ 260.00 |
| Grants | \$ - |
| BOC - Examination and review fees | \$ 157,716.00 |
| CPC - Fund (Amortization of deferred contributions) | \$ 11,801.00 |
| CoPE | \$ - |
| Total Revenue | \$ 441,815.00 |
| Expenses | |
| NEC Expenses | \$ 200,207.00 |
| BOC Expenses | \$ 142,409.00 |
| CoPE Expenses | \$ 11,714.00 |
| Bad Debts (Recovery) | \$ - |
| Insurance | \$ 8,941.00 |
| Depreciation | \$ 13,128.00 |
| Total Expenses | \$ 376,399.00 |
| Profit (Deficit) | \$ 65,416.00 |
| Statement of Changes in Fund Balances | |
| For the year beginning January 1, 2012 | |
| Cash | \$ 93,462.00 |
| Term Deposits | \$ 82,232.00 |
| Total Cash & Cash Equivalents (For the year beginning January 1, 2012) | \$ 175,694.00 |
| Changes during the year ending December 31, 2012 | |
| Profit | \$ 65,416.00 |
| Capital Fund | \$ 1,007.00 |
| Working Capital Accounts | -\$ 43,586.00 |
| Closing Balance for the year ended December 31, 2012 | \$ 198,531.00 |
| Total Cash & Cash Equivalents | \$ 115,534.00 |
| Term Deposits | \$ 82,997.00 |
| Total Cash & Cash equivalents (For the year ended December 31, 2012) | \$ 198,531.00 |

| | |
|--|----------------------|
| Statement of Financial Position | |
| Assets | |
| For the year ended on December 31, 2012 | |
| Cash and Cash Equivalents | \$ 198,531.00 |
| Accounts Receivable | \$ 63,748.00 |
| HST Receivable | \$ 4,649.00 |
| Prepaid Expenses | \$ 8,207.00 |
| | \$ 275,135.00 |
| Capital (Computer Equipment, Trademark & CPC Database) | \$ 191,669.00 |
| | \$ 466,804.00 |
| Liabilities | |
| Current | |
| Account Payable and Accruals | \$ 7,225.00 |
| Centenary Celebration Committee Initiatives 2013 | \$ 19,332.00 |
| Rebates payable | \$ 1,104.00 |
| Deferred revenue | \$ 35,106.00 |
| | \$ 62,767.00 |
| Deferred contributions relating to capital assets | \$ 189,386.00 |
| | \$ 252,153.00 |
| Fund Balances | |
| Invested in Capital Assets (Capital Fund) | \$ 1,962.00 |
| Restricted (CPC Funding) | \$0.00 |
| Unrestricted (Operating Fund) | \$ 212,689.00 |
| | \$ 214,651.00 |
| Liability & Fund Balances | \$ 466,804.00 |

MEMBERSHIP COMMITTEE REPORT

Dear Members:

On behalf of the Membership Committee of the National Executive Council, it is my pleasure to report to you the membership data from 2012, which is the last full year of data that is available (see Table 1).

Table 1 Final 2012 Membership by Branch

| Branch | Regular | Retired | Student | Associate | Fraternal | Total |
|------------------------------------|-------------|-----------|------------|-----------|-----------|-------------|
| Alberta | 278 | 7 | 30 | 0 | 0 | 315 |
| British Columbia | 155 | 13 | 22 | 0 | 2 | 192 |
| Manitoba | 58 | 12 | 3 | 1 | 0 | 74 |
| New Brunswick | 41 | 6 | 2 | 0 | 0 | 49 |
| Newfoundland and Labrador | 22 | 2 | 0 | 0 | 0 | 24 |
| Nova Scotia / Prince Edward Island | 59 | 7 | 11 | 0 | 0 | 77 |
| Ontario | 547 | 19 | 68 | 0 | 5 | 639 |
| Quebec | 13 | 1 | 0 | 0 | 0 | 14 |
| Saskatchewan | 93 | 3 | 5 | 0 | 0 | 101 |
| Total | 1266 | 70 | 141 | 1 | 7 | 1485 |

In addition to the membership types listed above, there are three membership categories that are not associated with Branches. These types include Life Members (26), Honorary Members (21) and International Members (1). When added together, the total membership for 2011 was 1533 across all types.

For comparison purposes, the membership data from the past five years are provided for review (see Table 2). As can be seen, after an upswing in Regular membership in 2011, there has been a slide noted in 2012. We have also noted a decrease in retired memberships. As such, work will continue to re-engage and reconnect with members who have not renewed regardless of reason.

Table 2: Five-year National Membership Trend (2008 to 2012)

| Year | Regular | Retired | Student | Associate | Life | Honorary | International | Total |
|------|---------|---------|---------|-----------|------|----------|---------------|-------|
| 2008 | 1127 | 72 | 104 | 2 | 21 | 6 | 15 | 1375 |
| 2009 | 1084 | 43 | 106 | 3 | 23 | 21 | 4 | 1304 |
| 2010 | 1185 | 88 | 148 | 1 | 21 | 9 | 0 | 1457 |
| 2011 | 1322 | 87 | 119 | 2 | 24 | 13 | 4 | 1577 |
| 2012 | 1266 | 70 | 141 | 1 | 26 | 21 | 1 | 1533 |

If members have any questions or concerns related to the information presented in this report, they can contact the National President at president@cphi.ca.

Respectfully submitted,



Phi Phan, CPHI(C)
National President

SENATORS (RETIREES ADVISORY) COMMITTEE REPORT

Recent events and several key reports have stressed the importance of strengthening the public health system and public health human resource capacity in Canada. An innovative initiative in 2005 by CIPHI and the Public Health Agency of Canada (PHAC) created the Retirees Advisory Committee (RAC) consisting of retired public health inspectors from all areas of Canada. The past experience and corporate knowledge of retired public health inspectors is considered a valuable asset to deal with potential public health emergencies; determine a framework to serve as a tool to enhance the public health system capacity; and serve as a pilot for the establishment of retiree committees in other health disciplines.

The mandate of the Retirees Advisory Committee is to act as counsel to CIPHI on issues related to public health capacity:

- deliver public health services in times of a public health emergencies;
- identify needs, promote, mentor and champion initiatives within the profession of public health inspectors and future committees of retired public health professionals; and
- support the vision, mission and values of CIPHI.

The Retirees Advisory Committee is available to provide guidance, assistance and advice on public health issues to CIPHI. The committee functions as a working and/or task group and advisory body and will be formed as necessary at the request of CIPHI through the Chair. All requests for involvement or participation shall be made through and approved by the National CIPHI President. Although the committee was originally formed and funded by the PHAC to address surge capacity of human resources in public health emergencies, the committee has expanded its mandate by being the voice of retired PHIs with the sanction of the National Executive Committee of CIPHI. Since its inception the committee has:

- developed a Terms of Reference
- developed a Strategic Plan
- created a list of retirees
- produced an annual newsletter (**Jim McCorry, Editor**)
- initiated a dedicated page for the CIPHI website
- advocated for CIPHI history project
- sent congratulatory letters to new retirees (**carried out by Bill Chrapko**)
- sent letters of condolences to families of deceased PHIs (**carried out by Pamela Scharfe**)

In 2012, a small working group of the Committee (Gallant, Hatton, and Scharfe) began discussions with the Spa Industry of Canada that is interested in hiring retired CIPHI members to conduct audits on their member businesses across Canada. During 2013, the Retirees Advisory Committee will continue discussions and assist with the development of the orientation and training for those retired members who are interested in a part-time employment opportunity beginning in the spring of 2014.

Committee member Martin Tonary and the Chair are working with a Member of the Canadian Parliament to read a congratulatory message on the 100th anniversary of CIPHI during a session of Parliament this spring. The Committee members will also promote the attendance of as many retirees and current practicing PHIs to sit in the public gallery to witness the announcement.

The current Committee members and their alternates are as follows:

| NAME | PROVINCE |
|---|---------------------------|
| Calvin Morgan and Mary Cahill (A) | Newfoundland and Labrador |
| James McCorry and Vacant (A) | Nova Scotia |
| Leonard Gallant and John C. Brown (A) | Prince Edward Island |
| Murray Lewis and Phillip Webb (A) | New Brunswick |
| Jean-Luc Archambault | Quebec |
| Klaus Seeger and Brian Hatton (A) | Ontario |
| Bernie Chrisp and Vacant (A) | Manitoba |
| John Bower and Louis Corkery (A) | Saskatchewan |
| William (Bill) Chrapko and Kenn J. Blom (A) | Alberta |
| Charlie Young and John Gibb (A) | British Columbia |
| Martin Francis Tonary and David Bennitz (A) | Federal Government |

The Committee has been lead since its inception in 2005 by the very dedicated Leonard Gallant. Len has made the decision to step down as Chair after seven years but will continue as the representative for PEI and will support the new Committee Chair Pamela Scharfe who will be Chair for a three year term (2013-2015).

The Committee appreciates the support of the NEC through quarterly Committee teleconferences; participation of the CIPHI National President in those teleconferences; and distribution of the annual newsletter to retired members.

Respectfully submitted,

Pamela L. Scharfe

Pamela Scharfe, CPHI(C)

WEBSITE COMMITTEE REPORT

www.ciphi.ca and www.ciphi100.ca

Over the past year, we have been putting our efforts into establishing the www.ciphi100.ca website for the conference committee and the Centennial / Historical Committee. After the conference, we will be looking at ways of making the ciphi100.ca website into a historical archive celebrating our centennial year.

I have been putting effort into updating the website as required, mainly coordinating updates between the NEC, the BOC and the MSC / CPC Program. Members will also find the 2012 version of the national salary survey on the website.

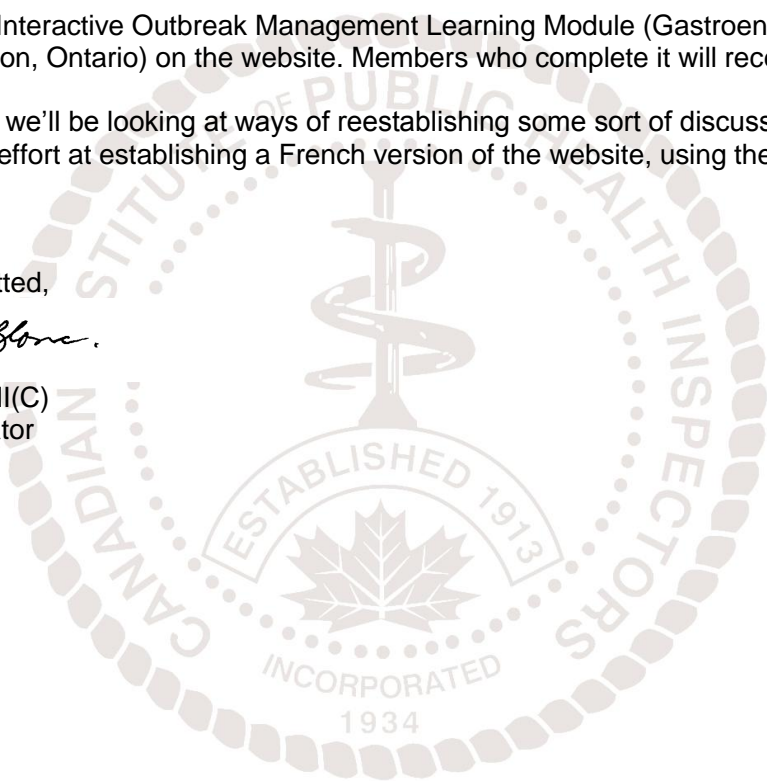
We are hosting an Interactive Outbreak Management Learning Module (Gastroenteritis at a Staff Luncheon in Hamilton, Ontario) on the website. Members who complete it will receive 3 PDHs.

Over the next year, we'll be looking at ways of reestablishing some sort of discussion forum, and making a renewed effort at establishing a French version of the website, using the www.icisp.ca domain name.

Respectfully submitted,



Mike LeBlanc, CPHI(C)
Website Administrator



REPORT OF THE BOARD OF CERTIFICATION CHAIR

This Annual Report is submitted to the Annual General Meeting of CIPHI as required under Section 23 of the Regulations Respecting the Certificate In Public Health Inspection (Canada) and Governing the Board of Certification of Public Health Inspectors.

BOARD OF CERTIFICATION EXAM RESULTS:

| OCTOBER 2012 EXAM STATS | | | | | | | | | |
|--------------------------------|--------------------|-------------|-------------|------------------------|---------------|----------------|--------------------------------|------------------|------------------|
| Province | Total # Candidates | # Certified | % Certified | # Candidates Sat Orals | # Passed Oral | Oral Pass Rate | # Candidates Submitted Reports | # Passed Reports | Report Pass Rate |
| Alberta * | 19 | 11 | 57% | 17 | 12 | 71% | 18 | 14 | 78% |
| British Columbia | 32 | 21 | 66% | 30 | 21 | 70% | 31 | 27 | 87% |
| Manitoba | 7 | 3 | 43% | 7 | 4 | 57% | 5 | 3 | 60% |
| New Brunswick** | 3 | 2 | 67% | 3 | 2 | 67% | 3 | 3 | 100% |
| Newfoundland | 5 | 3 | 60% | 4 | 3 | 75% | 5 | 3 | 60% |
| Nova Scotia/PEI | 8 | 6 | 75% | 8 | 7 | 88% | 8 | 7 | 88% |
| Ontario | 61 | 35 | 57% | 59 | 36 | 61% | 60 | 54 | 90% |
| Quebec | 0 | 0 | N/A | 0 | 0 | N/A | 0 | 0 | N/A |
| Saskatchewan | 4 | 2 | 50% | 2 | 1 | 50% | 4 | 3 | 75% |
| TOTAL | 139 | 83 | 60% | 130 | 86 | 66% | 134 | 114 | 85% |

* 2 Individuals did not sit the exam. These people are not included in the exam numbers.

** 1 Individual did not sit the exam. This person is not included in the exam numbers.

| REPEAT CANDIDATE | | | |
|-------------------------|---------------------|---------------|------------------|
| Province | # Repeat Candidates | # Repeat Pass | Repeat Pass Rate |
| Alberta * | 3 | 2 | 67% |
| British Columbia | 4 | 3 | 75% |
| Manitoba | 2 | 0 | 0% |
| New Brunswick** | 0 | 0 | 0% |
| Newfoundland | 1 | 0 | 0% |
| Nova Scotia/PEI | 0 | 0 | 0% |
| Ontario | 4 | 1 | 25% |
| Quebec | 0 | 0 | 0% |
| Saskatchewan | 2 | 2 | 100% |
| | 16 | 8 | 50% |

| Oral Exam and Written Report Pass Rates | | | |
|---|--|--|--|
| Exam Date | Oral Exam % Pass Rate (60% Pass Mark) | Oral Exam % Pass Rate (70% Pass Mark) | Written Report % Pass Rate (60% Pass Mark) |
| Oct 2001 | 85% | | 88% |
| Feb 2002 | 67% | | 73% |
| June 2002 | 88% | | 91% |
| Oct 2002 | 93% | | 85% |
| April 2003 | 73% | | 85% |
| Oct 2003 | 86% | | 95% |
| April 2004 | 82 % | | 80% |
| Oct 2004 | 76% | | 86% |
| April 2005 | 66% | | 84% |
| Oct 2005 | 78% | | 84% |
| April 2006 | | 66% | 82% |
| Oct 2006 | | 53% | 85% |
| April 2007 | | 59% | 76% |
| Oct 2007 | | 64 % | 84% |
| April 2008 | | 84% | 83% |
| Oct 2008 | | 79% | 83% |
| April 2009 | | 63% | 91% |
| Oct 2009 | | 76% | 93% |
| April 2010 | | 80% | 89% |
| Oct 2010 | | 81% | 86% |
| April 2011 | | 72% | 75% |
| Oct 2011 | | 85% | 80% |
| April 2012 | | 84% | 69% |
| Oct 2012 | | 66% | 85% |

APPEALS

The Board received 5 appeals for the October 2012 exam. All appeals were reviewed by the Chair, three appeals were denied as the candidates did not provide any evidence of a process error that required further review by the National Review Committee. Two appeals were forwarded to the National Review Committee; the Committee was oriented to the Turnitin software and conducted the reviews. The National Review Committee denied both appeals.

CHANGES TO MEMBERSHIP OF BOC

The Board received the resignation of Jean- Luc Archambault (Non-Public Health Inspection position on the Board) from the Quebec Branch. The vacancy has not yet been filled.

The Board welcomed the appointment of Barry MacGregor from the Nova Scotia/ PEI Branch; Barry will also lead the National Exam Panel on behalf of the Board. The BC & Yukon Branch has appointed a new BOC Exam Coordinator, Gundie Volk from Kelowna. We wish to welcome her and offer sincere thanks to Tara Hluchy for her dedication as the previous coordinator.

The Board has four positions available for appointment; Two Non-Public Health Inspection members and two Branch positions; one from Newfoundland and one from Quebec.

Status of BOC Membership as of April 2013

| Name | Position | Status | CPHI |
|---------------------|-------------------|--|------|
| Nina van der Pluijm | Chair | Term Commenced Jan 1, 2013 Term expires Dec 31, 2014 Past Chair Term: Jan 1, 2015 to Fall 2015 | Yes |
| Gord Stewart | Past Chair | Term expires Fall 2013 | Yes |
| Vacant | Vice Chair | | |
| Tony Mak | NEC Appointee | First Term expires May 2015 | Yes |
| Stephanie Bullock | NB Branch | First Term expires Nov 2013 | Yes |
| Barry MacGregor | NS/PEI Branch | First Term expires Oct 2015 | Yes |
| Garth Gosselin | AB Branch | Second Term expires May 2015 Vice-Chair Term to begin Fall 2013 | Yes |
| Norine Schofield | ON Branch | First Term expires May 2015 | Yes |
| Jackie Davenport | Canadian Forces | First Term expires Oct 2015 | Yes |
| Mike McCann | SK Branch | First Term expires July 2013 | Yes |
| Karen Leewing | MB Branch | First Term expires May 2013 | Yes |
| Vacant | Non-PH inspection | | |
| Vacant | Non-PH inspection | | |
| Ron Popoff | BC Branch | First Term expires May 2015 | Yes |
| Vacant | NFLD Branch | | |
| Vacant | Quebec Branch | | |
| TOTAL : 15 | | TOTAL MEMBERS: 11 | |

BOARD ACTIVITIES

School Review Schedule:

| Institution | Last Approval Review Date | Next Scheduled Review Date |
|--------------------------|---------------------------|----------------------------|
| First Nations University | Fall 2009 | Fall 2014 |
| Ryerson | Fall 2010 | Fall 2015 |
| BCIT | Fall 2010 | Fall 2015 |
| CBU | Spring 2012 | Spring 2017 |
| Concordia | Spring 2012 | Spring 2017 |

There is on-going work with Lake Superior State University's application for accreditation. The BOC has provided the school with recommendations to further the application.

The Board held an Examiner Training Workshop in conjunction with the CIPHI National Educational Conference in Blue Mountain. The turnout for the session was excellent. We would like to thank the conference organizers for helping facilitate this annual training session. The examiner training workshops supply branches with trained examiners and are an integral part of our standardized certification exam process.

The Board has maintained its contract with a software provider that Universities and Colleges use to scan written reports to assess for plagiarism. We have worked at increasing transparency in regards to the process by adding information to the website and completing updates to the Administrative Policies. The Board feels that this process is essential in assuring the highest level of entry standard into the profession and that it is consistent with our Code of Ethics. The Board is committed to further enhancing the process by continuing to solicit and receive feedback from membership and candidates and working with the National Appeals Committee. Although it will take a few more exam sessions to confirm, at this point it appears that instances of plagiarism may be diminishing.

Respectfully submitted,

Nina van der Pluijm, CPHI(C)
Board of Certification Chair



REPORT OF COUNCIL OF PROFESSIONAL EXPERIENCE CHAIR

CoPE is the body tasked with the administration of the Continuing Professional Competencies (CPC) Program. CoPE's role is to provide structure and leadership for the CPC program and system, and to foster accountability in Environmental Public Health Professionals across the country. CoPE is comprised of members who have been appointed through consultation with the Branches of CIPHI. The Council currently has 9 members from across Canada including:

| | | |
|-----------------------|---------------------|-------------------|
| Craig Nowakowski (BC) | Doug Quibell (BC) | Victor Mah (AB) |
| Jon Gaudry (SK) | Julie Scarpino (MB) | Ken Gorman (ON) |
| Henry Chong (ON) | Gary O'Toole (NS) | Ron MacIsaac (NB) |

Gary O'Toole will be leaving CoPE after the CIPHI Annual Education Conference in Winnipeg MB in June, as he will be taking on the role of CIPHI National President. We would like to thank Gary for all of his hard work on CoPE and wish him well in his new task. A new member of CoPE will be appointed in the fall of 2013 to take his place. CoPE would also like to thank Leonard Gallant for his contributions to the team. We welcome Henry Chong as the appointed CIPHI National Executive Council representative to CoPE.

CoPE completed random audits of Professional Development Hours (PDH) for the 3rd year. Again, approximately 5% of regular members were audited which equaled to 63 audits. Here are the results of these audits.

30/63 members audited passed for a 48% PASS Rate

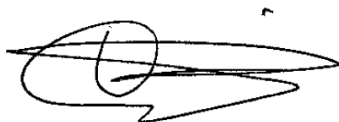
The pass rate is slightly down from last year's PDH audits which had a pass rate of 59%.

CoPE has spent the last year revising the Professional Development Model of the CPC Reference Guide. These revisions include changes to time lines for entering PDH, carryover of PDH and exemptions from the CPC program. These revisions have now been finalized, and the changes can be found on the Members Service Centre (MSC) under the Library tab entitled, "*Changes to reporting PDHs*". Later this year, a revised version of the CPC Reference Guide will be available to all members electronically. For all updates, including approved courses, go to the MSC and click on the "Library" tab for the information.

CoPE is also in the process of sending out a survey to members to try and gain more insight into what members think of the PDH reporting system and why some members do not enter their PDH's. Results of this survey will be discussed at the CoPE meeting in June, and strategies developed to try and get better participation from members when it comes to entering PDHs into the MSC.

Comments regarding the CPC program can be forwarded to cope@ciphi.ca.

Respectfully submitted,



Craig Nowakowski, CPHI(C)
Council of Professional Experience Chair

REPORT OF THE ENVIRONMENTAL HEALTH FOUNDATION OF CANADA CHAIR



**Environmental Health
Foundation of Canada**

**Fondation canadienne
de l'hygiène du milieu**

The Environmental Health Foundation of Canada (EHFC) is the charitable, research and education arm of CIPHI. The Twenty Fourth Annual General Meeting of the EHFC will be held on June 23rd, 2013, in Winnipeg, MB. On behalf of the Board of Trustees, the following is a summary of the activities of the Foundation since the previous AGM in September, 2012.

Any significant decisions taken at the June 23rd, 2013, EHFC AGM will be reported orally to the CIPHI AGM.

Trustees

There were no changes in the membership of the Board of trustees during the past year

Officers

The elected Officers are: Ron de Burger (ON) as Chair, Pamela Scharfe (ON) as Vice Chair, Cameron Coulby (ON) as Secretary, Klaus Seeger (ON) as Past-Chair and Tim Roark (BC) as Treasurer.

Meetings

The EHFC Trustees held a half day strategic planning session on September 15th, 2012. In preparation for the planning session, the Trustees reviewed material provided by one of their fellow Trustees who attended four sessions on "All About Boards": Board Basics; Financial Fitness; Build Your Best Board; and Big Picture Thinking for Boards. The strategic planning discussions focused on: opportunities and challenges; succession planning; marketing; and discussed several other ideas that require further discussion and planning. The Trustees have committed to continue the strategic planning discussions during 2013.

During the period following the AGM in Collingwood, the Trustees held three teleconference meetings to continue their work. The "Summer" meeting and AGM will be held on Sunday, June 23rd, 2013. The Annual General Meeting is open to all CIPHI members.

Organization and structure

There have been no changes to the structure and organization of the Foundation. Existing committees are still in place.

The following reports summarize any germane activities or decisions in respect of the Committee activities.

Finance Committee

The Chair of the Finance Committee is the Treasurer of the Board of Trustees. Currently, this position is held by Tim Roark. The 2012 Financial Report indicates that the financial resources of the Foundation

have increased again this past year but the Foundation has not yet reached a sustainable base for its Awards and Scholarships.

The financial resources of the Foundation at December 31st, 2012, totaled \$126,586.74, representing a net increase of \$17,462.75 over the year ended December 31st, 2011. This was largely due to the sale of TempSafe® products as a result of a promotion with health agencies in Ontario plus increased individual donations to the foundation.

Of the total funds of \$109,123.99 held by the Foundation, \$71,283.29 is held in a segregated endowment fund to provide for the awards administered by the Foundation. These are the: **CIPHI – EHFC Continuing Education Award**; the **Len Hiebert EHR Award**; and the **Lilli Ann Zahara Award**. With continuing low interest rates these awards are not self sustainable and a real effort is needed to double this amount held in trust to ensure these awards continue for many years more. The **NSF International Food Safety Award** is supported annually by a \$1,000.00 grant from NSF International, Ann Arbor, Michigan. Our thanks to them for their continuing support of our Foundation.

The 2012 financial records for EHFC were subject to a detailed review by the appointed auditors and I am pleased to state that the statements were approved. The annual Charitable Organization Report to Revenue Canada, which is based on the audited annual financial statement, was submitted within the allowed time frame.

It is expected that 2013 will continue on the same moderate upward financial path. New TempSafe symbols and a continued promotion of these food safety education symbols with industry and government across Canada should pay positive dividends in the coming year. The TempSafe program had a net profit of **\$7,408.41** in 2012. This is mostly due to the promotion in Ontario and support from the Ontario Ministry of Health and Long Term Care. We look forward to it continuing and expanding in the future.

The above-noted project plus initiatives such as the Clinica Verde Project, the Mosaic Banner / WaterCan Project and the NCCEH Student Awards raised additional donations and funds for the EHFC. Our overall EHFC surplus for 2012 was **\$17,462.75**.

Additional Finance Comments:

- CIPHI Branch financial support was strong in 2012.
- The EHFC provided \$100.00 each in financial support for 9 PHI students (6 from Ryerson University and 3 from First Nations University) to attend the National Education Conference in Blue Mountain, Ontario.
- PayPal was initiated as a method of donating to the EHFC in 2012 and was added to the homepage of the Foundation website. Service charges are close to half those charged by the credit card companies.
- Collaborated with the NCCEH regarding the issuance of five student awards in 2012 with more to be issued in 2013 and beyond.
- Assisted with the implementation of the Mosaic Banner Project by collecting donations from participants and supporters. The funds will be distributed in 2013 to a safe drinking water project in Africa developed by WaterCan, another Canadian charity.
- Provided financial support for an initiative by two PHIs in Alberta working on the development of safe food handling procedures, hand washing and safe drinking water for Clinica Verde, a public health clinic in Nicaragua.
- Ongoing support for the CIPHI-EHFC Continuing Education Award needs to be reviewed, it cannot continue without the support of CIPHI National.

Awards Committee

The Foundation has six award categories managed by the Awards Committee chaired by Len Gallant and Gary Gallivan. The Awards Committee has published the various criteria for these awards. The awards and their status are as follows:

The CIPHI / EHFC Continuing Education Award:

The CIPHI / EHFC Continuing Education Award of \$500 is presented to a member of CIPHI who is registered for continuing education.

The Len Hiebert EHR Award:

The Len Hiebert Award of \$250 each is administered through each of the five colleges and universities for aspiring students training to become Public Health Inspectors and Environmental Health Officers. The total annual value of this annual award is \$1,250.

Lilli Ann Zahara Award

The Lilli Ann Zahara Award of \$500 is to commemorate the contributions made by Lilli Ann to environmental health in Canada and recognize a candidate showing *“dedication, commitment, inspiration and leadership in the field of environmental health, particularly with a commitment to food safety and / or health education”*. (not awarded in 2012)

NSF International Award

An annual award of \$1,000 for studies displaying excellence in the area of Food Safety is awarded. (not awarded in 2012)

Canadian Water and Wastewater Association Safe Water Award was a new award created in recognition of outstanding contributions to the promotion of drinking water, recreational water or wastewater safety in Canada. This award is generously sponsored by Duncan Ellison, EHFC Trustee, and former Executive Director of CWWA (1992-2011). The CWWA was founded in 1986 to address Canadian water and wastewater issues at the national level. The CWWA is a non-profit national body representing the common interests of Canada's public sector municipal water and wastewater services and their private sector suppliers and partners. CWWA is recognized by the federal government and national bodies as the national voice of this public service sector. A \$500 award and certificate will be presented annually to a CIPHI (regular) member. Applicants must be working in the environmental public health field and a CIPHI member in good standing for five (5) consecutive years.

The EHFC partnered with the National **Collaborating Centre for Environmental Health (NCCEH) on a Student Project Award** for students enrolled in environmental health programs across Canada. The award objectives are: to promote evidence-based practice and policy among students and schools; recognize quality student work; and share quality student projects with EH professionals across the country. Five awards of \$200 each were presented in 2012. A total of 15 student projects awards of \$200 are expected to be awarded in 2013. Additional information regarding the NCCEH Student Project Award can be found at http://www.ncceh.ca/en/practice_policy/student_projects

Winners of the awards are posted on the EHFC Website, Facebook page, Twitter and announced in the annual EHFC e-newsletter.

Food Safety Committee

TempSafe Products

In the spring of 2012, the EHFC invited the Ontario Ministry of Health and Long Term Care to participate in the Foundation's TempSafe® campaign in Ontario. The MOHLTC agreed to provide a grant of \$5000 to the EHFC to encourage participation of the health units to use the TempSafe® symbol products. A portfolio package with magnet and static cling samples was prepared for local

health agencies and information provided in a presentation at the spring ASPHIO meeting. In addition, the Foundation's printer cut the cost by 50% to encourage participation.

With the \$5000, the EHFC provided to the first ten health units who responded a credit of \$500 towards the purchase of TempSafe® symbols when they made a \$1500 order. The health unit would then pay only \$1000 and therefore save 33%. In addition, special pricing had been obtained from the printer for this campaign for further cost reduction. So, for \$1000 a health unit would receive 5000 symbols. Since there are six versions of the TempSafe® symbols, there were various combinations that were used.

The EHFC has extended another proposal to the MOH<C to partner with the EHFC for a three year partnership to achieve a goal of engaging 100% of the Ontario health units in using the TempSafe products.

This promotion has been endorsed by the National Executive of CIPHI to encourage use of the TempSafe® symbols to enhance (not replace) current food safety education strategies and to provide consistent food safety temperature symbols that all Canadians will come to recognize. The Foundation will continue to promote the use of our TempSafe® products and look forward to additional sales in 2013 and beyond.

Clinica Verde

Michael Sidra and Sharon Regimbald (EHOs from Alberta) proposed a partnership project to support Clinica Verde in Nicaragua. This is a country that is the second poorest in Latin America. As much as 47% of its residents live in poverty. Many environmental health issues play a role in this statistic, with the most obvious being the lack of potable water, poor sanitation and safe food handling. Nicaragua does not have a strong environmental health governmental run program. Most environmental health activities are organized and run by non-profit organizations such as Clinica Verde.

The partnership will allow the EHFC to work with operators of Clinica Verde in two ways: through a financial contribution and by a food safety course (translated into Spanish) developed by Sharon Regimbald and Michael Sidra. Through their fundraising efforts and a contribution by the EHFC, more than \$4200 was forwarded to Clinica Verde towards food safety, water safety and general sanitation education efforts. Clinica Verde marked a brick in their building with the Environmental Health Foundation of Canada on it as appreciation for this support! We thank Michael and Sharon as they continue their fundraising efforts. Your support is still needed!

Canadian Partnership for Consumer Food Safety Education

EHFC is a founding member of the Partnership and maintains its membership. Pam Scharfe represents EHFC in the Partnership and was recently elected to their Board of Directors giving the Foundation greater input into the Partnership.

Water Safety Committee

This Committee was formed to look at ways the Foundation can contribute to promote the use of potable drinking water and where possible to assist with the provision of safe drinking water in third world countries. The Foundation has worked with the Ontario Branch and has made a significant contribution to assist their project to provide safe water to a school in Serra Leone.

Communications Committee

This Committee reviews all EHFC publicity activities, brochures, website updates, and maintains the EHFC Facebook page and Twitter account. In 2012, the Committee undertook the following initiatives:

- revised award certificates
- maintained the EHFC website
- 2012 e-newsletter was circulated via the CIPHI listserve
- created an EHFC Facebook page:
<http://www.facebook.com/pages/CIPHI-Environmental-Health-Foundation-of-Canada>
- created a Twitter account: <https://twitter.com/ehfcc>

The Future

The Trustees of the Foundation are committed to expand the Foundation's activities and influence in the coming years. The continuing hiatus in the annual financial contribution by CIPHI to the EHFC for the CIPHI-EHFC Continuing Education Award has hindered the needed growth of this important award. The Foundation recognizes the financial constraints faced by the Institute but hopes it will soon renew its annual contribution to this award.

We look forward to continuing our excellent working relationship with all CIPHI Branches and National in the coming year.

Respectfully submitted on behalf of the Trustees,

Ron de Burger, CPHI(C)
EHFC Board of Trustees Chair

NATIONAL HISTORIAN REPORT

Mr. President I am pleased to present the following report regarding events over the past year:

- I am very happy to indicate that a complete set of issues of the “**Environmental Health Review**” plus its predecessors “**The Canadian Sanitarian**” and “**The Newsletter**” have all been located. All 220 or so printed issues from the 50s to 2010 have now been scanned and burned to a DVD. This concludes an 8 year search which successfully ended in the basement of the BC Legislative Buildings where a complete uncatalogued set of The Canadian Sanitarian was located. Many thanks to those colleagues whose donations provided missing issues of the EHR. Copies will now be available for members and other persons interested in reviewing reports and human interest topics in those back issues.
- Work will now proceed on a final attempt to collect the balance of National Executive Minutes from 1972 to 2013. Once the Institute Presidents stopped keeping a minute book and the chronological numbering of pages was discontinued, many minutes were lost. Locating these minutes has become very difficult and may prove impossible in the end. It appears we are still missing minutes from **27 NEC meetings** including **6 AGMs** between 1972 and 1998. Once all sources have been exhausted I will proceed to have all those we have located burned to a disk.
 - i) As I mentioned in my report last year, to assist with the retention of all NEC minutes I recommend reintroduction of chronological page numbering for all NEC minutes.
 - ii) Also, a policy and procedure needs to be established regarding the handling and retention of NEC “In Camera” meeting minutes.
- The lack of complete membership records continues to be a significant problem when attempting to determine the start date or continuity of CIPHI memberships. This also applies to the issuance of 25 year pins and especially 50 Year Membership Awards. It is my understanding some of these older records are in storage and an effort should be made to start the transfer of this membership information to electronic data files.
- The forthcoming 100 Year Anniversary Conference in Winnipeg has really created a new interest by branches and members in finding and saving historical memorabilia and photos. It's great to indicate that the majority of CIPHI branches have now appointed Historians and the remaining branches are certainly looking for or considering such a person within their organization.
- Our National Ad Hoc Historical Committee currently consists of the following members:

Branch Historians

Jim McCorry - Nova Scotia - PEI Branch
Wayne Johnson - Saskatchewan Branch
Ashley Yu - Alberta Branch

Stéfane Gravelle - Manitoba Branch
Angella Kim - Alberta Branch
Valerey Davidson - Alberta Branch

Tim Roark - BC Branch

Other Interested Members

Len Gallant - PEI
Agnes Atkinson - Ontario
Klaus Seeger - Ontario
Barbara Marshall - Ontario
Charlie Young - BC

I must take this opportunity to say many thanks to Bill Koroluk from Saskatchewan who recently retired from our group after many years providing great input and old photos. Among other things Bill wrote an excellent article titled **“The History of the Public Health Inspector in Saskatchewan”**.

In conclusion, I must emphasize how absolutely essential it is that we all work together as members and divisions within CIPHI to preserve and collect minutes, reports, photos and other key documents and memorabilia for historical purposes. Thank you for your continuing support.

Respectfully submitted,

Tim Roark

Tim Roark
National Historian



REPORT OF THE ENVIRONMENTAL HEALTH REVIEW COMMITTEE

The *Environmental Health Review* underwent a series of substantial changes in 2012, after a year where the Journal was not published. This year was a year where these changes were implemented to a greater extent and small adjustments were made.

A Summary of Activities (2012-2013)

- The *Environmental Health Review* continued with its peer-reviewed online format.
- A contract was signed during the summer of 2011 to work with Canadian Science Publishing to host the *Environmental Health Review*. We have continued this relationship and it has been very helpful to the production of the Journal.
- The *Environmental Health Review* was launched as an online Journal in February 2012, with a second issue published in June 2012. Since this time, three other Issues have been produced.
- An editorial board that will provide strategic advice to the editor and the NEC has been appointed. The membership includes:
 - Nelson Fok, Alberta Health Services
 - Dr. Judy Guernsey, Dalhousie University
 - Dr. Shannon Majowicz, University of Waterloo
 - Barbara Marshall, Public Health Agency of Canada
 - Mona Shum, Consultant, Occupational Health and Safety
 - Dr. Tim Sly, Ryerson University
- The *Environmental Health Review* is experiencing a greater profile with its online access as institutional memberships both domestically and internationally are increasing.
- As of the end of November 2012, we have had 817 web pages viewed from 70 different countries.
 - A few example countries include Australia, Brazil, China, Columbia, India, Mexico, Morocco, Nigeria, New Zealand, South Africa, the United Kingdom and 16 other European nations, and the United States.
 - These numbers of course do not include Canada.
 - Some of the authors of the technical articles are being contacted by colleagues from around the world seeking more information.
- A campaign is underway to increase the revenue from the *Environmental Health Review* by partnering with CSP and their marketing team. Furthermore, we are negotiating with libraries as part of the CSP stable of journals. Each library license will represent revenue for CIPHI.

Future Targets

- To continue to seek high quality articles for publication and to develop a web of peer-reviewers.
- To realize the revenue potential through increased advertisements.
- To seek to have the *Environmental Health Review* included in various aggregators such as PubMed once a minimum of 20 peer-reviewed articles have been published.

Respectfully submitted,

Andrew Papadopoulos, PhD, CPHI(C)
Editor in Chief, EHR Journal

REPORT OF THE INTERNATIONAL FEDERATION OF ENVIRONMENTAL HEALTH

It is my pleasure to provide the Annual General Meeting and the CIPHI general membership with this International Federation of Environmental Health (IFEH) Report. It has been a few years since I was last asked to provide an update report and I would like to first start by congratulating CIPHI on its 100th anniversary celebration in Winnipeg this June. Congratulations and best wishes to all associated with this significant milestone achievement!!! We need to remember that our future is found in our past.

Last year, my term as President of the IFEH concluded at the World Congress in Vilnius, Lithuania. It was an honour and a privilege to provide organizational leadership to the Federation for two years following the Vancouver, 2010 World Congress. One of the highlights of my term as President was the IFEH Proclamation of World Environmental Health Day in Bali, Indonesia. Regrettably due to funding shortfalls I was unable to attend the Council meeting in Indonesia.

The Federation continues to attract new members with over forty (40) countries now belonging to the Federation. Unfortunately, no update report was submitted by CIPHI for presentation at the Vilnius World Congress, although information received via the National Executive Council has routinely been shared with the Board of Directors and the membership of the Federation. The 2014 World Congress will be held in Las Vegas, Nevada and I would encourage all colleagues within the profession and the academic community to attend this international event.

At the Vilnius World Congress, the Council accepted in principle a bid for Malawi to host the 2016 World Congress subject to the submission of an acceptable bid document. The bid document has now been sent out and will be discussed at the upcoming Council meeting. The Council also endorsed the creation of an IFEH Environmental Health and Disaster Management Course in partnership with the Centers for Disease Control and Prevention (CDC Atlanta) and NEHA. This initiative was driven by Dr. Peter Davey and Ben Ryan from Australia. The next courses are being offered on June 17 - 21, 2013 at Udayana University in Indonesia immediately followed on June 27 - 28, 2013 training course at Kuching, Sarawak in Malaysia. These courses are available to all member countries. Information respecting the courses can be found on the Federation website. www.ifeh.org. Check the website for newsletters, journal articles, spotlight features, policy statements, twinning exchange information, the sustainability indicator initiative and much, much more.

A draft Policy on Achieving Health Equality Through Action on Social Determinants of Health was developed and presented to the Council in Vilnius. The Policy was later approved via an electronic ballot. Peter Wade of Denmark and Peter Archer of England drafted the policy framework on behalf of the Council. A Strategic Action Report Card was developed in support of the Strategic Plan and continues to be a work in progress for the Board of Directors.


Dr. Peter Davey of Australia is the current IFEH President and Henning Hansen of Denmark is now the President-Elect both taking over immediately after the Vilnius World Congress Ray Ellard, from Ireland, former Honorary Secretary of the IFEH was awarded the Eric Foskett award at the President's Dinner for his years of service and dedication to the Federation and the profession. Congratulations Ray.

Mel Knight, former President of the National Environmental Health Association (NEHA) has taken over the Americas Region Chairmanship from Phi Phan. The new Secretary for the Region is Dr. Sylvanus Thompson of Toronto whom many of you will know. Steady progress is being made in establishing an IFEH Americas Regional presence. Routine electronic communication links have been established with the three active member nations - CIPHI, Jamaica, and the United States. The Americas Chairman has been an active participant on the IFEH Board this past year and will be in attendance at the Council meeting in Renfrew, Scotland this May. He will also be participating in the CIPHI Conference in Winnipeg this June, and will be meeting with CIPHI leadership and making a program presentation. The Regional Secretary and the Chairman have worked with NEHA to ensure an expanded International Environmental Health track at the NEHA Annual Educational Conference this July in Washington, DC, with speakers to

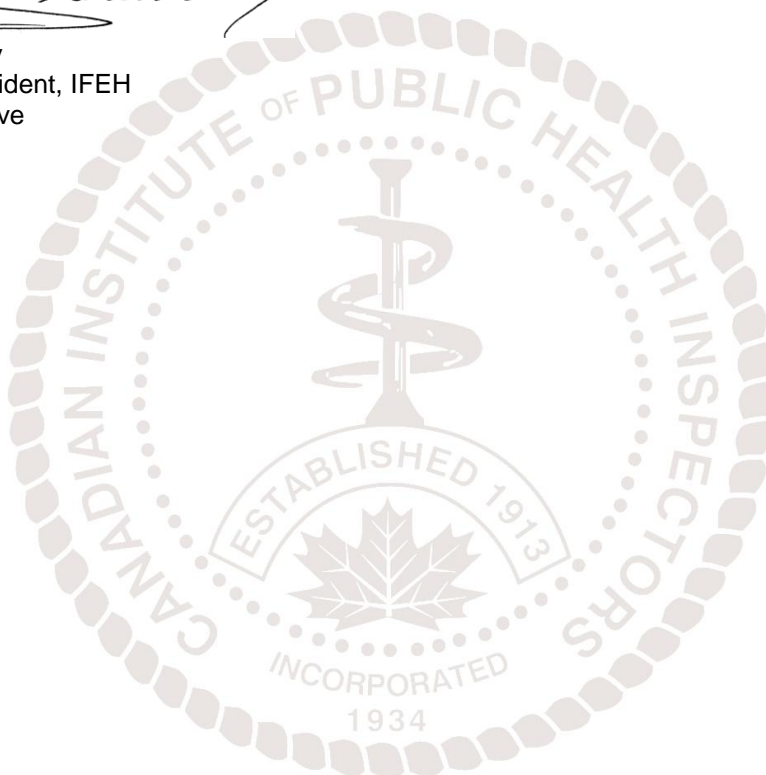
include IFEH President Dr. Peter Davey. The current priority is to create a stable and sustainable base for the IFEH Americas Regional Group, and then seek to expand participation in the Caribbean, Central and South America areas.

I would like to thank the leadership groups of CIPHI for allowing me the opportunity to represent the association on behalf of the membership at the IFEH over the years. I would hope that the Institute will increase its presence at the IFEH table, as we as Canadian environmental public health professionals offer a unique and very much appreciated perspective on international health issues and initiatives. I for one believe we definitely have a leadership role to undertake on global environmental health.

Respectfully submitted,



Robert W. Bradbury
Honorary Vice President, IFEH
CIPHI Representative



FINAL REPORT OF THE 2012 AEC CHAIRS – BLUE MOUNTAINS, ON

On behalf of the 2012 CIPHI National Conference Steering Committee, please accept the attached Final Conference Report.

In summary, the 2012 CIPHI 78th Annual Educational Conference was held at the Blue Mountain Resort in the Town of the Blue Mountains, Ontario, from September 16th – 19th, 2012. The event was co-hosted by Grey-Bruce Public Health and Simcoe Muskoka District Health Unit with extensive support and collaboration with CIPHI National and CIPHI – Ontario Branch. The conference theme was “*Healthy Places, Healthy People*”. The conference was a great success and provided educational, social and networking opportunities for delegates in an attractive and exciting venue. These accomplishments were reflected in the conference evaluation survey results contained in the Final Conference Report.

The conference was the result of the collaborative efforts from staff from two neighbouring health units. The obvious benefit of co-hosting the conference was the distribution of planning and implementation workload among a greater number of individuals. The conference planning process also fostered the development of new partnerships and collaboration among health unit staff from both agencies.

The 2012 CIPHI Conference attracted Canada-wide interest and was attended by more than 400 registrants from a range of provincial, federal and community based agencies and organizations. The steering committee is pleased to report that the total profit for the event exceeded estimates. The total profit of \$91,338.36 was submitted to National to be divided equally between the National and the Ontario Branch. The accounts have now been officially closed.

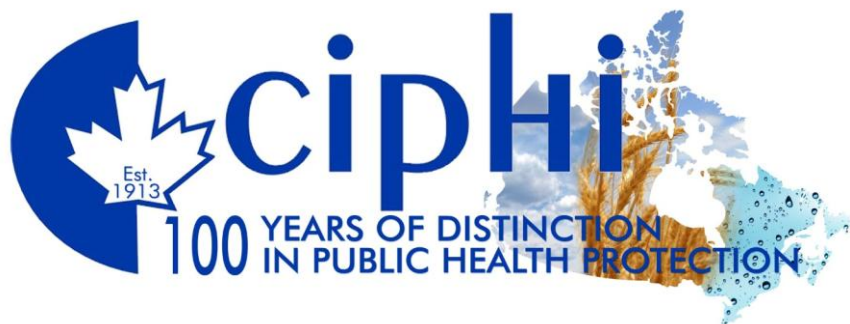
In closing, the 2012 CIPHI Conference, “*Healthy Places, Healthy People*” was a resounding success and we would like to thank and acknowledge our many exhibitors, sponsors, speakers, delegates, CIPHI representatives, committee members and volunteers for helping make this event a success. The collaborative efforts contributed to a successful event and provided a foundation for new and enhanced working relationships among the participating agencies. In spite of this, hosting a joint national-provincial conference is an enormous project and the steering committee hopes that the information shared in the attached report will provide helpful advice to other groups in this very worthwhile undertaking.

Respectively submitted,

Ted Devine, CPHI(C)
2012 AEC Co-Chair

Christopher Munn, BA, CPHI(C)
2012 AEC Co-Chair

UPDATE REPORT OF THE 2013 AEC CHAIRS – WINNIPEG, MB



Welcome to the 79th CIPHI Annual Educational Conference! The MB branch of CIPHI is honoured to host this monumental event celebrating 100 years of distinction in public health protection.

The CIPHI conference committee has strived to offer an educational platform that provides a balance of the many varieties of disciplines that health inspectors across Canada are dealing with on a daily basis. We hope that delegates find the sessions interesting and thought provoking, and hope that they leave our three day session with further thoughts and questions. Our keynotes were selected to enhance the past, present and the future of public health. And as in most AECs, we endeavoured to highlight the tremendous work our colleagues do throughout the country and we feel we have achieved this goal, by inviting many from throughout Canada and beyond.

Our greatest challenge has been to offer a well rounded and interesting conference keeping costs to a minimum. We soon realized however, that due to the economy our exhibitors and sponsors were limited to the level of sponsorship they would be able to give. Another challenge has been with our employers and out of province travel. Unfortunately economies affecting the private sector have also impacted government budgets. This we believe is an important factor to consider when planning a national conference and a challenge that a small branch can expect with respect to attendance.

Although we have been fiscally responsible we did not want to compromise the importance of hosting a celebration of this magnitude. To celebrate our 100 years our Branch Historian, Stéfane Gravelle, with the help the CIPHI Historian, Tim Roark, and their committee members composed an outstanding collection of CIPHI artifacts and photos that will showcase where our profession started and how it's grown throughout the years. These items will be on display in our onsite museum. I hope all delegates take the time to visit the museum.

As we celebrate this monumental event we will showcase some history of the place where CIPHI started with social events that will entice and excite all of our delegates, and show them simply how the prairies like to have fun!

We hope all delegates enjoyed the 79th AEC as much as we have had fun planning and hosting it.

Sincerely submitted by,



Julie Scarpino, CPHI(C)
79th AEC CIPHI Co-Chair

UPDATE REPORT OF THE 2014 AEC CHAIRS – ST. JOHN’S, NL

Our 2014 planning team has landed firmly on their feet, up and running. Committee members are:

Darroch Vokey, Chair;
Paul Noseworthy, vice-chair;
Tammy McDonald, vice-chair;
Sharon Williams;
Justin Kennedy;
Sharon Metcalfe;
Chris Nolan

Our promotional booth at the 2013 AEC in Winnipeg will be occupied by planning team members Tammy McDonald and Sharon Metcalfe, with assistance by Branch vice-president, Laurie Hearn. Planning activities, particularly relating to promotion have been in high gear for the past several weeks. Other preliminary work is ongoing with venue development and the logistical challenges associated activities and venue.

Our theme for the 80th AEC will attempt to focus on our professional future- *The Next 100 Years*. We are anticipating a stimulating and rewarding Conference. It is the planning team’s goal that what our Branch lacks in size and numbers, we make up for in professional commitment and dedication to CIPHI. It is this position that motivates the Team to a comprehensive Conference that will see our Branch recognized as an equal partner.

By early 2014, our Planning Team will start assembling its educational menu and home-cooked activities that will see all attendees and participants leave both satisfied and contended. We look forward to seeing our many friends and colleagues next year on “the rock”.

See you then!

Respectfully submitted,

Darroch Vokey, CPHI(C)
2014 AEC Chair

SPECIAL RESOLUTION / NOTICE OF MOTION #1

To view the complete special resolution and notice of motion, please see the following link:

<http://www.ciphi.ca/pdf/2013AGMresolution.pdf>

