

Canadian Institute of Public Health Inspectors  
Annual General Meeting Minutes  
August 24, 1998  
Ottawa, Ontario

Agenda	Discussion
Call to Order	
Appointment of Officials	
<b>Motion</b>	<b>to appoint John Orr as Sergeant at Arms. Moved by C Young, second R Hartnet. Carried</b>
<b>Motion</b>	<b>To appoint S MacLean, V Mah, R Bader as Scrutineers. Moved D Semail, second M Tonary. Carried</b>
Roll Call	R Bradbury-BC Branch, V Mah-AB Branch, R Bader-SK Branch, T Ness-MB Branch, S MacLean-NB Branch, A Ross-NS/PEI Branch, P Murray-NFLD, Mike Reid-President, C Young-Immediate Past President.
In Memorium	A minute of silence held in honor of the following members who have passed away. Ebineezer Officer-Life and Founding Member, L.E. Stewart-Life Member, Samuel Dyminiaw-Life Member, John Bell, Nicholas Basarsky.
Approval of Agenda	
<b>Motion</b>	<b>to approve agenda as circulated. Moved T Roark, second R Bradbury. Carried</b>
Approval of 63 <sup>rd</sup> AGM minutes	
<b>Motion</b>	<b>to approve the minutes as circulated. Moved T Ness, second P Rogers. Carried</b>
Business Arising	None. Question asked regarding the outstanding accounts from the 1996 joint conference. All accounts have been settled.
President Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by C Young, second M Tonary. Carried</b>
Past President Report	Nothing to report
Executive Director Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by S MacLean, second R Bradbury. Carried</b> <b>Question on the low number of corporate and affiliate members. Answer, Branches have not been soliciting membership.</b>
Vice Presidents Reports	
NFLD Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by P Murray, second D Semail. Carried</b>
NS/PEI Report	<b>Discussion held on the Branch survey of the NFLD members.</b>

<b>Motion</b>	<b>To accept report as distributed. Moved by A Ross, second R Bradbury. Carried</b> <b>Discussion held on the reclassification of Public Health Inspectors and job duties.</b>
NB Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by S MacLean, second R Bader. Carried</b>
ON Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by S MacLean, second P Paris. Carried</b>
SK Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by R Bader, second A Ross. Carried</b> <b>Discussion held on Salary adjustments in Saskatchewan.</b>
AB Report	
<b>motion</b>	<b>To accept report as distributed. Moved by V Mah, second C Young. Carried.</b>
BC Report	
<b>Motion</b>	<b>To accept report as distributed. Moved by R Bradbury, second P Murray. Carried</b>
Board of Certification Report	
<b>motion</b>	<b>To accept report as distributed. Moved by A Ross, second T Ness. Carried</b> Regrets forwarded by B Chrisp for being unable to attend. Discussion held on the timelines for the completion of the strategic planning process. The plan will be completed this fall with the implementation being started after a communication plan has been formalized. Question held on the UCCB practicum. Answer, the practicum have been reviewed and credit were given for the equivalent field training.
Environmental Health Review Report	Verbal report given by D Losito. Thanks forwarded to the major advertisers NSF International, Underwriters Laboratories Inc., PCO, and all the contributors. A best practices corner and internet website are the newest additions
Committee Reports	
Awards	Nominations read for Honorary Member (J Roy Hickman) and Life Member (William O'Donnell Jr.)
<b>Motion</b>	<b>to appoint J Roy Hickman as an honorary member of the Canadian Institute of Public Health Inspectors as nominated. Moved by C Young, second D Losito. Carried</b>
<b>Motion</b>	<b>To appoint William (Bill) O'Donnell Jr. as a Life Member as nominated. Moved by Toni Dettore, second Judy DeGrosbois. Carried.</b>
British Columbia Institute	Has not met this year

of Technology Advisory  
Ryerson Polytechnic  
University Advisory  
**Motion**

**To accept report as distributed. Moved by Peter Kastouris,  
second John Orr. Carried**

Has not met this year

Concordia University  
College  
UCCB  
Environmental Health  
Foundation  
**Motion**

Has not met this year

**To accept report as distributed. Moved by K Seeger, second  
P Rogers. Carried**

K Seeger spoke to the report.

Finance  
**Motion**

**To accept report as distributed. Moved by T Ness, second V  
Mah. Carried.**

Question on where money will come from for a float when the  
budget has no surplus. Answer, Expenditures have been over  
estimated with revenues being under estimated.

Membership  
**Motion**

**To accept report as distributed. Moved by M Tonary, second  
T Roark.. Carried.**

No reports. Wastewater has only met once and is in the process  
of completing the related standard.

NSF International  
Committees  
Public Policy  
**Motion**

**To accept report as distributed. Moved by P Murray, second  
R Bradbury. Carried.**

Conference Committee  
1998 Ottawa

More delegates than expected have registered. Numbers are  
around 130 delegates.

1999 Saskatoon

Last Conference in Saskatchewan was in 1985. Looking forward  
to hosting next year in May 10-12. An affordable conference  
with an excellent agenda is planned.

2000 Vancouver

Hotel Vancouver is the site. The date is April 8-12.

2001 Winnipeg

Currently drawing on past experience. Planning has started.

Dates not set.

Historians Report  
**Motion**

**To accept report as distributed. Moved by T Roark, second C  
Young. Carried.**

Canadian Food Inspection  
System

Letter included as information. C Young provided verbal report  
on committee activities. Comments on the most recent draft  
code have been submitted on the Institutes behalf. A Meeting is  
being held on the 25<sup>th</sup> of August in Ottawa which will be  
attended.

**Motion**

**To accept report as verbalized. Moved C Young, Second T**

Resolutions Committee	<p><b>Ness. Carried.</b></p> <p>Two resolutions received. One regarding Bill C-14 being a resolution on Drinking Water Materials. And a second resolution being a food safety resolution on uniform food safety temperatures. The committee is recommending concurrence of both.</p>
<b>Motion</b>	<p><b>To accept resolution # 1 on Bill C-14 supporting Bill C-14 and instructing the incoming executive to inform the Members of Parliament of the support. Moved by C Young, second T Roark. Carried</b></p>
<b>Motion</b>	<p><b>To accept resolution #2 on the setting of uniform internal cooking temperatures where not set out in the food code. Moved by K Seeger, second T Roark..</b></p> <p>Discussion held on the potential cost of consulting various bodies in setting the standards.</p> <p><b>Motion Carried.</b></p>
Constitution & Bylaws Amendment #1	<p>Bylaw #4 Sections 2, 3, &amp; 11. Fraternal International and Affiliate membership</p>
<b>Motion</b>	<p><b>To adopt the proposed amendment as distributed. Moved A Ross, second D Semail.</b></p> <p>Discussion held on removing the voting rights of Fraternal and international members.</p>
<b>Motion</b>	<p><b>To amend the motion to include the removal of “individuals” from section 15(c) and Delete the words “Section B” from Section 11. Moved by T Roark, second P Rogers. Rational without changing the above it puts the resolution in conflict with other sections. Amendment Carried.</b></p> <p><b>Motion as amended Carried.</b></p>
Amendment #2	<p>Bylaw #4 Sections 15 &amp; 4. Dues and Dues Return</p>
<b>Motion</b>	<p><b>To adopt the proposed amendment as distributed. Moved A Ross, second P Rogers. Clarifies dues and dues returns.</b></p>
<b>Motion</b>	<p><b>To amend by deleting “student” in the 3<sup>rd</sup> paragraph of section 4. Rational someone who obtains the CPHI(C) is not a student member. A Ross P Rogers. Carried. Motion as amended Carried.</b></p>
Amendment #3 motion	<p>Bylaw #4 Sections 19 and 30 regarding Election of Officers</p> <p><b>To adopt the proposed amendment as distributed. Moved by A Ross, Second T Ness.</b></p> <p>The change expands the dates for the election to be held at the AGM but does not specify a required date for the AGM.</p>
<b>Motion</b>	<p><b>To amend the motion to “the” National Annual General Meeting from “a” National Annual General Meeting. Moved Bob Bell, second T Roark, Carried</b></p> <p><b>Motion as Amended Carried.</b></p>

Amendment #4	Bylaw 4 Section 20. Members eligible to run for National President
<b>Motion</b>	<b>To adopt the proposed amendment as distributed. Moved A Ross, second V Mah. Carried.</b> Allows any member in good standing to run for national president.
Amendment #5	Bylaw #4 Section 15 Due and Dues Return, Section 18 Proxies
<b>Motion</b>	<b>To adopt the proposed amendment as distributed. Moved A Ross, second P Rogers. Carried.</b> Clarified the retired and student dues, and clarifies proxies.
Amendment #6	Bylaw #4 Section 7, Retired Membership
<b>Motion</b>	<b>To adopt the proposed amendment as distributed. Moved R Hartnet, second Mr. Fortin.</b> Rational provided by R Hartnet. Great concern voiced over the rights and privileges of retired members. <b>Motion Defeated</b>
Amendment #7	Bylaw #4 Section 17 (right to vote and hold office)
<b>motion</b>	<b>To adopt the proposed amendment as distributed. Moved R Hartnet, second Bob Bell.</b> Rational provided by R Hartnet. Proposal allows members to pay at the meeting and be able to vote at the meeting. Discussion held on stacking meetings, increased costs, designation of agents for the Executive Director with no mechanism stated in the proposed change. <b>Motion Defeated</b>
Amendment #7	Bylaw 7 Section 3 Sitting Members
<b>Motion</b>	<b>To adopt the proposed amendment as distributed. Moved D Semail, second R Bradbury.</b> <b>Provides a term of office to the Board of Certification sitting members and Chair.</b> Concern noted over the wording "may be appointed of r a three year term.". The intent of the motion was that the appointments shall be three year terms as present.
<b>Motion</b>	<b>To amend the word "may" to "shall". Moved T Roark, second D Losito. Carried.</b> Discussion held on the continuity of the Board of Certification and the need for long term planning and consistency. <b>Motion as amended, Defeated. 118 for (74.6%) 40 against (25.4%).</b>
Board of Certification Appointment	Mr. Alex McKenzie has been appointed as a sitting member replacing Mr. John Pelton who has stepped down from the Board.
Appointment of Accountants	
<b>Motion</b>	<b>To appoint MacCallum Krushelniki, and Spyker as the</b>

accountant for 1998/1999. Moved D Sargeant, second R  
Bradbury. Carried.

Election of President Mr. Tim Ness and Mr. Rob Bradbury have been duly nominated.  
Nominees asked to leave the room for the vote by ballot.  
Mr. Robert Bradbury declared the President.

Motion To destroy the Ballots. Moved by P Paris, second V Mah.  
Carried

Motion To destroy the proxies. Moved by C Young, second T Ness.  
Carried.

Motion To Adjourn. Moved by D Semail. Carried