

Canadian Institute of Public Health Inspectors
65th Annual General Meeting Minutes
May 11, 1999
Saskatoon, Saskatchewan

1) **Call to Order:** 2:40 p.m.

2) **Appointment of Officials**

- a) Parliamentarian – Tim Roark
- b) Sargeant-at-Arms – Klaus Seeger
- c) Scrutineers – none required

Motion to accept appointments – Moved by Nick Losito, seconded by Murray Lewis

Call to question

All in favour, Carried

3) **Roll Call**

Dan Richen, Alberta Branch President

Denis Semail, British Columbia Branch President

Robin Galbraith, Saskatchewan Branch Past President

Tim Ness, Manitoba Branch President

Mike Minor, Ontario Branch President

Scott MacLean, Nova Scotia Branch President

Rob Bradbury, National President

Regrets

Charlie Young, Immediate Past President

Pat Murray, Newfoundland/Labrador Branch President

Allan Ross, Nova Scotia/PEI Branch President

4) **In Memoriam**

Ed Nadjzek, Art Keenan. Stewart Baynton and Dave Morgan

Moment of silence – all in attendance

5) **Approval of the Agenda**

Motion to Approve the Agenda – Moved by Tim Roark, seconded by Tim Shum

Motion to approve the amended agenda, (item 14.d) added)

Call to Question

All in Favour, Carried

6) **Approval of the 64th Annual General Meeting Minutes**

Correction page 5, amendment #7 – delete “or r” and replace with “for”

Motion to accept the amended 64th AGM minutes

Moved by Jacquie Schnider, seconded by Marilyn Dahlgren

Call to question

All in favour, Carried

7) Business Arising

a) Appointment of Accountants

MacCallum Krushelniki, and Spiker

We will look forward to a report from our accountants

Motion to Accept Accountants – Moved by Tim Ness, seconded by Scott Maclean

Call to question

All in favour, Carried

8) Presidents Reports

National President's Report

Motion to Accept Report – Moved by Tim Ness, seconded by Murray Lewis

Call to question

All in favour, Carried

President's Report – Alberta Branch

Motion to Accept Report – Moved by Dan Richen, seconded by Bill Hohn

Call to question

All in favour, Carried

President's Report – British Columbia

Motion to Accept Report – Moved by Denis Semail, seconded by Tim Shum

Call to question

All in favour, Carried

President's Report – Manitoba Branch

Motion to Accept Report – Moved by Tim Ness, seconded by Peter Moccio

Call to question

All in favour, Carried

President's Report – New Brunswick Branch

Motion to Accept Report – Moved by Scott Maclean, seconded by Al Raven

Call to question

All in favour, Carried

President's Report – Newfoundland/Labrador Branch

Motion to Accept Report – Moved by Tim Ness, seconded by Terry Gibson

Question from Peter Moccio, numbers of members – approximately 10

Rob Bradbury discussed the possibility of the Branch becoming a Chapter

Call to question

All in favour, Carried

President's Report – Nova Scotia – Prince Edward Island

No report submitted

President's Report – Ontario

Motion to Accept Report – Moved by Mike Minor, seconded by Allan Campbell

Call to question
All in favour, Carried

President's Report – Saskatchewan Branch

Moved by Robin Galbraith,, seconded by Terry Gibson
Call to Question
All in favour, Carried

9) Chair Board of Certification Report

Moved to Accept Report, Moved by Peter Moccio, seconded by Al Raven
Discussion - Question from the floor, Bill Hohn CIPHI membership for the BOC members, if you hold a CIPHI certificate you should be a member. Klaus Seeger echoed the concern. Any PHI sitting on the BOC should be a member.

Action Item – Letter from National President, Rob Bradbury to the Chair of the BOC requested. All persons holding a certificate must be members of the institute.

Question from the floor regarding membership status of examiners.

Request from Lynn Richards, regarding earlier distribution of the reports to allow time to review.

Call to Question
All in favour, Carried

Motion from Lorne Legare, seconded by Bill Hohn. All individuals who serve on the Board of Certification who are eligible for regular membership in CIPHI must maintain membership in CIPHI during their tenure on the board of Certification. If constitutional changes are needed they will be put forward – Rob Bradbury

Call to Question
All in favour, Carried

BOC Report

Moved acceptance of the report by Scott MacLean, seconded by Karen Hyslop
Question from the floor from Bob Stone regarding the Budget of BOC. Addressed by Rob Bradbury. In the future there will be a separate budget to allow better accounting practices.

Call to Question
All in favour, Carried

10) Environmental Health Review Report

Moved by Nick Losito, seconded by Dean Sargeant
Discussion. Need for articles continues, look of magazine is positive. Costs have increased, but advertisers UL, NSF, Glow germ have helped offset the cost.
Circulation approximately 1200.

Question
All in favour, Carried

11) **Committee Reports**

a) Nominations/Awards

Dan Richen took the Chair from the President.

Nominations are as follows:

Life Member Award - Gordon Button, Saskatchewan Branch

Moved by Dan Richen, seconded by Terry Gibson, citation to be read at the President's Banquet.

Call to Question

All in Favour, Carried

Alex Cross Award – Klaus Seeger, moved by Dan Richen, seconded by Denis Semail

Call to question

All in favour, Carried

Environmental Health Review Award – Mike Leblanc

Moved by Dan Richen, seconded by Scott MacLean,

Call to question

All in favour, Carried

Honorary Membership – Ginger Gist

Moved by Dan Richen, seconded by Tim Ness

Call to Question

All in favour, Carried

Question from Todd Pinkess regarding nomination protocol for Life Membership Award.

Clarification and information provided by Rob Bradbury.

Dan Richen returned the Chairmanship to the President.

Finance Report

Motion to accept the report – Moved by Denis Semail, seconded by Al Raven

Question from the floor from Jacquie Schnider regarding audits.

Question from the floor, Lynn Richards regarding the balance sheet.

Question from the floor from Todd Pinkess regarding the accuracy of balance sheet.

Clarification – Motion is to accept the single page Finance Report.

Call to question

All in favour, Carried

Membership Report

Moved to accept the report by Tim Ness, seconded by Scott MacLean

Discussion approximately 800 members to date, Corporate and Affiliates are up.

Question from Todd Pinkess. Memberships include all categories: retired, life, student, regular, etc.

Rob Bradbury – distribution of the membership list is to be quarterly in future.

Call to question

All in Favour, Carried

Constitution and Bylaws Report

No report submitted

Changes requested by the National Executive Council were not acted upon by the Committee Chair. An Ad-hoc committee of Tim Roark, Mike Bragg and Dean Sargeant has been established.

Public Policy Report

Moved to Accept Report by Tim Ness, seconded by Scott MacLean

More information needs to go out regarding Public Policy.

Nick Losito – CPHA seems to bring up many concerns we should be bringing up

Call to Question

All in favour, Carried

Conference Guidelines

Moved to Receive Verbal Report by Dan Richen, seconded by Murray Lewis

Discussed, no written report, receipt of verbal report

Call to Question

All in favour, Carried

Internet Website report

Moved to Accept Report by Scott MacLean, seconded by Tim Ness

Call to Question

All in Favour, Carried

Historian's Report

Moved to Accept Report by Tim Roark, seconded by Tim Shum

Call to Question

All in Favour, carried

Environmental Health Foundation

Moved to Accept Report by Klaus Seeger, seconded by Dean Sargeant

Sewage Video discussed, Fight Bac discussed, booth showcasing the EHF's work is present in the exhibitor's area. Question from the floor regarding financial situation of the EHFC. Should it not be attached to the document. Lynn Richards raised the question regarding the absence of women on the board of EHFC. Klaus Seeger addressed this concern. A request has gone to Pat Scarlet of the Beef Council and she is mulling it over.

Call to Question to accept the report as modified

All in favour, Carried

Conferences

- i) **Saskatoon 1999**, verbal report provided by Robin Galbraith, final number is approximately 110 delegates. Support has been very positive. Employers have

been extremely helpful and understanding. Social functions have been well attended.

Moved by Robin Galbraith, seconded by Denis Semail,
Call to Question
All in Favour, Carried

- ii) **Vancouver 2000**, verbal report moved by Denis Semail/Nick Losito. Welcome extended to all to celebrate the BC Branch's 75th anniversary at the conference. Registration must occur through the Conference Committee.

Moved by Nick Losito, seconded by Tim Roark.
Call to Question
All in Favour, Carried

- iii) **Winnipeg 2001**, verbal report provided by Tim Ness, Co-chair (along with Peter Rogers)

Moved by Tim Ness, seconded by Peter Moccio
Call to Question
All in Favour, Carried

Canadian Food Inspection System Report

Verbal report provided by Rob Bradbury/Nick Losito
CIPHI has offered to maintain the Code, so far we have a maybe on this, and we hope this will firm up.

Moved by Nick Losito, seconded by Bob Stone.
Call to Question
All in Favour, Carried

Resolutions Committee Report

Klaus Seeger, Chair of the Resolutions Committee reported two resolutions had been received for presentation to the membership.

First Resolution

“Whereas the Canadian Institute of Public Health Inspectors has no funds in reserve to be used in the event of an emergency, special project, or urgent opportunity, and;

Whereas a National organization such as CIPHI should be financially prepared for such situations and building members equity;

Therefore, be it resolved that the National Executive Council establish a Special Projects Emergency Fund to be prepared for any such situations, and;
Be it further resolved that the National Executive Council set a goal for the fund of \$50,000.00 to be raised at the rate of \$10,000.00 per year for the next five years.”

Moved by Tim Roark, seconded by Nick Losito.

Discussion – Is there really a need from Peter Moccio? Response from Tim Roark; buffer needed to ensure an opportunity is not lost in future. Membership dues should not go to this. Conference proceeds, Corp/Affiliate memberships, etc. should be used. Mike Minor this is a knee jerk reaction to the current financial situation. Lynn Richards recommended that a marketing package should be attached to the motion.

Concern from the floor that this is two resolutions.

Mover and seconder agreed to split the resolution into two individual resolutions.

Moved by Tim Roark, seconded by Nick Losito.

Call to Question

All in Favour, Carried

- (a) Whereas the Canadian Institute of Public Health Inspectors has no funds in reserve to be used in the event of an emergency, special project, or urgent opportunity, and;
Whereas a National organization such as CIPHI should be financially prepared for such situations and building members equity;
Therefore, be it resolved that the National Executive Council establish a Special Projects Emergency Fund to be prepared for any such situations.

Moved by Tim Roark, seconded by Nick Losito.

Call to Question

All in Favour, Carried

- (b) Be it further resolved that the National Executive Council set a goal for the fund of \$50,000.00 to be raised at the rate of \$10,000.00 per year for the next five years.”

Motion to table until the next meeting, moved by Tim Roark, seconded Nick Losito.

Call to Question

All in Favour, Carried

Second Resolution

That the NEC, in concert with the BOC, explore CIPHI's involvement in furthering the injury prevention initiative, including the pursuit of a credential for injury prevention specialists.

Moved by Nick Losito, seconded by Tim Roark.

Call to Question

All in Favour, Carried

12) New Business

Appointments to the BOC

Peter Moccio and Scott Maclean

Call to Question

All in Favour, Carried

Conference Bids

i) **New Brunswick Branch** – Bid for CIPHI 2002

Moved to accept bid by Scott Maclean, seconded by Todd Pinkness

Call to Question

All in Favour, Carried

ii) **Alberta Branch** – Bid for CIPHI 2003

Moved to accept bid by Dan Richen, seconded by Marilyn Dahlgren

Call to Question

All in Favour, Carried

Ontario Branch Suspension

Letter from Mike Reid read out by Robert Bradbury. Suspension is not appealed. Recommendation from the Ontario Branch to the NEC is to suspend Mike Read for a period of two years. Robert Bradbury put the question to the attendees of the AGM with no recommendation from the NEC. Membership is very concerned as they do not have the details relating to the suspension. Mike Minor states as section 14 of the National Constitution regards suspensions, the removal must be done by the NEC and brought up at an AGM. Rebates being withheld from the Ontario Branch were at the heart of the matter and this conflicts with the Code of Ethics – willingness to uphold the interests of the Branch. Question by Todd Pinkness. Removal is the issue. Tim Roark, Parliamentarian, states that what has been presented is for information only; the membership is not required to vote on the request.

Robert Bradbury hearing no other comments closed the discussion.

13) Next Meeting, April 11, 2000 in Vancouver, BC.

14) Motion to Adjourn – Richard Bader, seconded Tim Ness

Call to Question

All in Favour, Carried