

MINUTES

Canadian Institute of Public Health Inspectors  
76<sup>th</sup> Annual General Meeting  
September 6<sup>th</sup>, 2010  
Vancouver, British Columbia

(Approved June 27, 2011)

ITEM	DETAILS	ACTION ITEM(S)
1.0	Meeting called to order by P PHAN at 14:32	
2.0	Assessment of Quorum	
	Quorum established.	
3.0	Appointment of Officials	
3.1	Parliamentarian <b>MOTION: Motion to approve John Noonan as Parliamentarian.</b> <i>K CHRISTIAN / R DE BURGER. All in favour. Carried.</i>	
3.2	Sergeant-at-Arms <b>MOTION: Motion to approve Rory Beise as Sergeant-at-Arms.</b> <i>C WEIGHILL / D LANGIER-BLYTHE. All in favour. Carried.</i>	
3.3	Scrutineers <b>MOTION: Motion to approve Dave Cherry and Josh Moran as Scrutineers.</b> <i>K SEEGER / C GALBRAITH. All in favour. Carried.</i>	
4.0	Introduction of Officers	
	Keir Cordner, BC, Koreen Anderson, AB, Ryan Philipation, SK, Darcy Chrisp, MB, Oumar Ba, QU, Ken Diplock, ON, Barry MacGregor, NS/PEI, Josee Theriault, NB, Sara Timpa, NL, Phi Phan, National President Regrets: Claudia Kurzac, Immediate Past President	
5.0	In Memoriam	
	P PHAN directed members to the list of professionals deceased since the last AGM Additions Eric Dole – NB and Paul Strohack – ON A moment of silence was observed in memoriam.	
6.0	Approval of Agenda	

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	<p><b>MOTION: Motion to approve agenda.</b> <i>K CHRISTIAN / B CHRISTENSEN. Carried.</i></p> <p><b>MOTION: Motion to approve meeting rules as read by John Noonan.</b> <i>K CHRISTIAN / L RODRIGUEZ. Carried.</i></p>	
<b>7.0</b>	<b>Approval of Minutes from 75<sup>th</sup> Annual General meeting May 4<sup>th</sup>, 2009 (Kananaskis, AB)</b>	
	<p>Change all K SEGAL to K SEEGER and J RIDER to J REITER</p> <p><b>MOTION: Motion to approve minutes as amended, with discussed corrections.</b> <i>K SEEGER / T ROARK. Carried.</i></p>	
<b>8.0</b>	<b>Standing Items (Business Arising from Previous AGM Minutes)</b>	
<b>8.1</b>	None	
<b>9.0</b>	<b>Officer Reports</b>	
9.1	<p>National President's Report</p> <p>P PHAN had nothing to add to his report / no questions</p>	
9.2	<p>British Columbia Branch President's Report</p> <p>K CORDNER had nothing to add to his report / no questions</p>	
9.3	<p>Alberta Branch President's Report</p> <p>K ANDERSON had nothing to add to her report / no questions</p>	
9.4	<p>Saskatchewan Branch President's Report</p> <p>R PHILIPATION had nothing to add to his report.</p> <p>Question regarding status of First Nation University and the Environmental Public Health Program. The funding was pulled for the entire University, but was returned for the Environmental Public Health Program and at this time, the program is not affected.</p>	
9.5	<p>Manitoba Branch President's Report</p> <p>D CHRISP had nothing to add to his report / no questions</p>	
9.6	<p>Ontario Branch President's Report</p> <p>K DIPLOCK had nothing to add to his report / no questions</p>	
9.7	<p>New Brunswick Branch President's Report</p> <p>J THERIAULT had nothing to add to her report / no questions</p>	

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9.8	Nova Scotia and Prince Edward Island Branch President's Report B MACGREGOR had nothing to add to his report / no questions	
9.9	Newfoundland and Labrador Branch President's Report S TIMPA had nothing to add to her report / no questions	
<b>10.0</b>	<b>Report of the Board of Certification Chair</b>	
	P PHAN offered to answer any questions in regards to the report No questions; member expressed their appreciation for the clarity of the report	
<b>11.0</b>	<b>Report of the Council of Professional Experience Chair</b>	
	C NOWAKOWSKI had nothing to add to his report / no questions	
<b>12.0</b>	<b>Report of the Environmental Health Foundation of Canada Chair</b>	
	K SEEGER offered to speak to report From the \$5000 raised at the President's Banquet last year, the EHFC was able to support more than 40 students from British Columbia Institute of Technology, 12 from Concordia University College of Alberta and 3 from Cape Breton University in their attendance at the IFEH World Congress/ CIPHI Conference No questions from membership	
<b>13.0</b>	<b>Committee Reports</b>	
13.1	100 <sup>th</sup> Anniversary P PHAN offered to answer any questions in regard to the report Recommendation made that committee looks at ways to celebrate CIPHI's 100 <sup>th</sup> Anniversary throughout 2013, not only at the annual education conference. No questions from membership	
13.2	Awards P PHAN had nothing to add to his report / no questions	
13.3	Advocacy and Translation D CHRISP had nothing to add to his report / no questions	
13.4	Communications P PHAN offered to answer any questions in regard to the report Question from member on how the CPC program roll-out was communicated to the membership	

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	P PHAN and K DIPLOCK both answered; a presentation was developed to share with members as well as several e-mails discussing details of the program	
13.5	Continuing Professional Competencies P PHAN had nothing to add to his report / no questions	
13.6	Data Management – verbal report provided by K DIPLOCK Work being completed on Membership Service Centre to make it more engaging and user-friendly Will incorporate the use of communities Question from member as to if there are increased costs associated with these upgrades; costs are still within the funding we received; incorporation of community function in the only add-on in terms of cost Roll-out is expected at the end of October, beginning of November 2010	
13.7	Environmental Public Health Week P PHAN offered to answer any questions in regard to the report No questions	
13.8	External Relations – no report provided	
13.9	Finance K CORDNER had nothing to add to the report Concerns that Board of Certification expenses are more than the revenue generated National President and BOC Chair have a meeting scheduled to discuss this issue and come up with some solutions	
13.10	Membership J THERIAULT had nothing to add to her report / no questions	
13.11	Senators (Retirees Advisory Committee) L GALLANT had nothing to add to his report / no questions	
13.12	Website P PHAN offered to answer any questions relating to the report No questions	
<b>14.0</b>	<b>Special Reports</b>	

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14.1	Report of the Historian T ROARK had nothing to add to his report / no questions	
14.2	Report of the Editor of the Environmental Health Review D LOSITO spoke to the report and that it will likely be his last as the D2C3 Enterprises contract expires with the Winter 2010 issue On behalf of the membership the National President expressed gratitude for the work of Debra and Domenic Losito over the last 14 years for their work on the EHR	
14.3	Report of the CIPHI Special Projects Coordinator P PHAN offered to answer any questions relating to the report No questions	
14.4	Report of the 2009 Annual Education Conference Chairs P PHAN offered to answer any questions relating to the report No questions	
14.5	Report of the 2010 International Federation of Environmental Health and Annual Education Conference Chairs D LOSITO spoke to the report There are approximately 450 delegates representing more than 40 different countries in attendance	
<b>15.0</b>	<b>New Business</b>	
15.1	2010 Awards Nominations Honorary Member <b>MOTION: Motion to approve Dr. Christina Chociolko and Dr. Karen McDonald for Honorary membership.</b> <i>B MACGREGOR / R DE BURGER. Carried.</i>  D LOSITO was asked to excuse himself from the meeting at the request of the Chair. Life Member <b>MOTION: Motion to approve Domenic Losito for Life Member</b> <i>B MACGREGOR / K CHRISTENSON. Carried.</i>	
15.2	Appointment of NEC Representatives to the BOC <b>MOTION: Motion to approve Nina van der Plumj and Eric Serwotka as NEC Representatives to the BOC.</b> <i>K SEEGER / M LEWIS. Carried.</i>	

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15.3	<p>Appointment of Auditor</p> <p><b>MOTION: Motion to approve that the firm of Reid, Hurst, Nagy Inc., Certified General Accountants be appointed accountants to conduct a Review Engagement for Canadian Institute of Public Health Inspectors fiscal year ending December 31, 2010 and that the Board of Directors be authorized to fix the remuneration for these services.</b></p> <p><i>J EGELER / K JERONCIC. Carried.</i></p>	
15.4	<p>2012 AEC Presentation</p> <p>T DEVINE spoke to the 2012 AEC bid</p> <p>Bid approved by the NEC for the Ontario Branch to host the 2012 Annual Education Conference</p> <p>To be held in Town of Blue Mountains, tentatively scheduled for September 14-19, 2012</p>	
<b>16.0</b>	<b>Motions and Resolutions</b>	
	<p><b>MOTION: Motion to approve all Notices of Motion as submitted by the Constitution and Bylaws Committee.</b></p> <p><i>R PHILIPATION</i></p>	
16.1	<p>Motion 1: Changing the Definition of a National Councillor</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.2	<p>Motion 2: Changing the Definition of Membership to Require CPC Participation</p> <p><i>Excess of 75% of votes in attendance in favour. 2 opposed. Carried.</i></p>	
16.3	<p>Motion 3: Removal of Associate Membership Category</p> <p>Not much revenue will be lost with removal of this category</p> <p>These members will be notified of this change prior to January 1, 2011</p> <p><i>Excess of 75% of votes in attendance in favour. 5 opposed. Carried.</i></p>	
16.4	<p>Motion 4: Clarifying Number of Required Votes for Elections</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.5	<p>Motion 5: Takeover Date for President-Elect</p> <p><i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i></p>	
16.6	<p>Motion 6: Establishment of Quorum</p> <p>The requirement for 50 participants or 20% of the members-in-</p>	

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	<p>good-standing will include those in attendance as well as proxies received</p> <p><i>Excess of 75% of votes in attendance in favour. 1 opposed. Carried.</i></p>	
16.7	<p>Motion 7: Removing Voting Restriction for the President</p> <p>According to meeting rules, the Chair has the right to vote unless otherwise stated in bylaws</p> <p>Chair does not have to step down when voting</p> <p><i>Excess of 75% of votes in attendance in favour. 3 opposed. Carried.</i></p>	
16.8	<p>Motion 8: Amend the Code of Ethics</p> <p>Member would like to see Code of Ethics enhanced further and implementation of method for handling complaints regarding members</p> <p><i>Excess of 75% of votes in attendance in favour. 2 opposed. Carried.</i></p>	
16.9	<p>Motion 9: Add Provisions for Electronic Meetings</p> <p><i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i></p>	
16.10	<p>Motion 10: Parliamentary Authority</p> <p><i>Excess of 75% of votes in attendance in favour. 0 opposed. Carried.</i></p>	
16.11	<p>Motions or Resolutions from the Floor</p> <p>None</p>	
<b>17.0</b>	<b>Adjournment</b>	
	<p><b>MOTION: Motion to adjourn.</b></p> <p><i>L GALLANT / J EGELER. All in favour. <b>Carried.</b></i></p>	