

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

CIPHI BC BRANCH

Annual General Meeting

MINUTES

Venue:

Online – Zoom -

https://fnha.zoom.us/meeting/register/u5AqdO2tpjsvG9MM_JkQ-cqVMDvBubEPMPTu

In Person at Holiday Inn Vancouver-Centre (711 West Broadway, Vancouver, BC)

Date & Time:

Thursday, December 15, 2022 @ 10:00h PST

ITEM	DETAILS	NAME (S)
	<p>Meeting Called to Order: 10:23 HRS PST, December 15, 2022</p> <p>Members in Attendance: 17 voting members attended in person (15 regular member, 1 life member, 1 retired member)</p> <p>20 members attended online via Zoom</p> <p>Proxy Ballots: None</p> <p>37 members required for quorum.</p> <p>Quorum was met.</p>	
1.00	<p>Approval of Sergeant-at-Arms, Scrutineers, and Parliamentarian</p>	
	<p>Sergeant-at-Arms: Motion: To appoint Valerie Jackson, as Sergeant at Arms for the 2022 BC Branch Annual General Meeting.</p> <p>Gary Tam motioned, Jackie Chiu seconded. Carried</p>	S. Tooke

	<p style="text-align: center;">Scrutineer: Motion:</p> <p>To appoint Celine Hsin/Digital Process (Zoom), as Scrutineer for the 2022 BC Branch AGM.</p> <p>John Pickle motioned, Valerie Jackson seconded. Carried</p> <p style="text-align: center;">Parliamentarian: Motion:</p> <p>To appoint Gary Tam as Parliamentarian for the 2022 BC Branch AGM.</p> <p>Valerie Jackson motioned, Jessica Ip seconded. Carried</p>	
2.00	Introduction of Officers	
2.01	<p>The 2022 BC/YT Branch Executive Council members were introduced to the membership delegation in attendance at the 2021 AGM.</p> <p>The President-elect position is currently vacant for the upcoming 2023 year.</p>	S. Tooke
3.00	In Memoriam	
3.01	<p>We will now have a moment of silence for the Members who passed away in the past year.</p> <p>Jim Brooks Alan de Rosario Alex Nilsson Paul Stone</p>	S. Tooke
4.00	Approval of Agenda	
4.01	<p>The 2022 AGM Agenda was circulated electronically prior to the meeting.</p> <p>Agenda has some revisions and the amended document will be circulated via email after the AGM.</p> <p>Amendments to the Agenda include:</p> <ol style="list-style-type: none"> a. Year on the Introduction of Officers should be 2023 instead of 2022 	S. Tooke

	<p>b. Two new council members who joined this year need to be appointed as part of the agenda (Timothy Millard and Meghan Byrnes)</p> <p>c. CoPe report will be circulated via email after the AGM</p> <p>MOTION: That the CIPHI BC/YT Branch 2022 AGM Agenda be approved as circulated.</p> <p>Jessica Ip motioned, Dennis Semail seconded. Carried.</p>	
5.0	Approval of Minutes – December 16, 2021	
5.01	<p>The minutes from the 2021 AGM and its continuation were circulated electronically prior to the meeting.</p> <p>MOTION: That the minutes from the BC Branch 2021 AGM be approved as circulated</p> <p>Jessica Ip motioned, Jackie Chiu seconded. Carried.</p>	S. Tooke
6.0	Officers' Reports and questions/answers	
6.01	<p>Advocacy</p> <ul style="list-style-type: none"> National advocacy presentation was presented to attendees by President-Elect Valerie Jackson <p>Presidents Report 2022:</p> <ul style="list-style-type: none"> Report was presented to attendees by President Stephanie Tooke <p>Treasurer's Report 2021/22:</p> <ul style="list-style-type: none"> Report was presented to attendees by Treasurer John Pickles <p>BC Branch BOC Rep Report 2022:</p> <ul style="list-style-type: none"> Report was presented to attendees by BOC BC Rep Angela Whalen via Zoom 	S. Tooke

	<p>CoPE Rep. Report 2022:</p> <ul style="list-style-type: none"> Report was presented to attendees by President Stephanie Tooke <p>Branch Historian Report 2022:</p> <ul style="list-style-type: none"> Report was presented by BC Branch Historian Tim Roark <p>Historian Request to Executive Council: Review and consider lowering the membership fee amount for the retirees. Background: Retiree membership numbers dropped significantly when the membership fee rate increased. Currently only a small percentage of retirees are members.</p> <p>Request to Executive Council: For future AGMs, circulate the AGM reports a couple of days in advance of the AGM to give members some time to review the reports.</p> <p>Action for Executive Council: Post all previous branch AGM minutes and bylaws onto the BC/YT CIPHI website.</p> <p>MOTION: To approve all the reports presented, including the 2023 BC Branch annual budget as presented by Treasurer John Pickles.</p> <p>Valerie Jackson motioned, Dennis Semail seconded. Carried.</p>	
7.0	Auditor's Review Report	
7.01	<p>Auditor's Report:</p> <ul style="list-style-type: none"> Auditors: Gurinder Saini Member-in-Good Standing, and Kuljeet Chattha Member-in-Good Standing Report was presented as submitted by Auditors 	S. Tooke
8.0	Appointment of New Auditors	
8.01	<p>MOTION: To appoint Gurinder Saini and Kuljeet Chattha as the auditors for the 2022 BC Branch financial statements.</p>	S. Tooke

	Jessica Ip motioned, Tim Roark seconded. Carried.	
9.0	Honorariums - BC Page Editor & Webmaster	
9.01	<p>Discussion:</p> <ul style="list-style-type: none"> The precedent established in 2016 was to pay \$500.00 to both the appointed operational positions with branch, those being the BC Page Editor and Webmaster. <p>MOTION: To approve honorarium for the BC Branch Webmaster for the 2022 calendar year of \$500.00 and the BC Page Editors of \$500.00</p> <p>Gary Tam motioned, Jessica Ip seconded. Carried.</p>	S. Tooke
10.0	Election of Officers	
10.01	<p>Election of Officers Report presented as submitted, along with the new executive council nomination forms. List of existing Officers with standing nominations presented for discussion. No additional nomination received; all members elected by acclamation</p> <p>MOTION: To approve the Executive Council report including standing nominations and appoint the two new councilors Timothy Millard and Meghan Byrnes.</p> <p>John Pickles motioned, Valerie Jackson seconded. Carried.</p>	S. Tooke
15.0	Awards	
15.1	One nomination received for the Member of the Year award (Casey Neathway), zero nomination received for the Alex Nilsson award, and zero nomination received for Honorary Member award.	

	Award recipient for MoTY was presented as acclaimed by the Executive Council.	
	Adjournment: Meeting was adjourned at 11:39 HRS PST	