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 Pinkness. 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