



## 2021-2022 Annual Report

Presented October 4, 2022  
73rd Annual General Meeting

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## CIPHI Saskatchewan Branch Executive 2021-22

**President**

Kelsie Dale

**Treasurer**

Heather Henderson

**Councilor**

Alden Georget

**Councilor**

Ken Cross

**Past President**

Ryan Philipation

**Secretary**

Shawna Stevens

**Councilor**

Mike McCann

**Councilor**

Michael Hayduk

## CIPHI Saskatchewan Branch Standing Committees

**Publications**

**Newsletter Editor**

Brianna MacLean

**Standing Committees**

**Education/Training**

Alden Georget

**Marketing**

Michael Hayduk

**Awards/Bursary**

Mike McCann

**FNUiv Correspondent**

Ken Cross

**Advocacy**

Kelsie Dale

**Website**

Michael Hayduk

**Other Committees**

**Corresponding Member to the Council of Professional Experience**

Waheed Mahmood

**Board of Certification Exam Coordinator**

Nimone Campbell

**Corresponding Member to the Board of Certification**

George Koutsoulis

**Retirees Advisory Committee Representative**

Russell Scott

**Historian**

Ryan Philipation

# Agenda

## 73<sup>rd</sup> ANNUAL GENERAL MEETING

Canadian Institute of Public Health Inspectors – Saskatchewan Branch

Tuesday, October 4, 2022, at 4:00 PM

In Person Meeting

1. Call to Order and Roll Call
  - 1.1 Call to Order
  - 1.2 Introduction of Executive
  - 1.3 Appointment and Introduction of Officials
2. Opening Remarks
  - 2.1 Land Acknowledgement
  - 2.2 Recognition of Distinguished Individuals
  - 2.3 Briefing on AGM Procedures
3. Approval of Agenda
4. Approval of Minutes from 2020-21 AGM
5. Reports
  - 5.1 Presidents' Report
  - 5.2 Committee Reports
  - 5.3 Other Reports
6. New Business
  - 6.1 Constitution Amendments
  - 6.2 By-law Amendments
  - 6.3 Saskatchewan Public Health Association/Canadian Public Health Association Memberships
  - 6.4 Donation - Environmental Health Foundation of Canada Donation
  - 6.5 Award Presentations
  - 6.6 Honorariums
  - 6.7 Elections
7. Announcement of Newly Elected 2022-23 Executive Members
8. Adjournment

# President's Report

*Submitted by: Kelsie Dale*

On behalf of the Saskatchewan Branch of the Canadian Institute of Public Health Inspectors, I submit the following report outlining the activities of the Branch for the past year.

Membership in CIPHI SK Branch continues to remain steady and our numbers are strong, due in large part to the membership support of various employers.

The CIPHI SK Branch Executive has been very busy this past year, modernizing and updating Branch business. Extensive improvements have been made to our banking and financial approach, thanks to the work of our Treasurer, and we continue to implement a fiscally responsible approach to Branch business while ensuring we are focused on bringing the most benefit to our membership. The Policy Committee drafted significant upgrades to the Branch constitution and by-laws to strengthen our governance, and we are pleased to bring these amendments, as approved by executive, to membership for ratification. In 2021, the NEC placed a call out for interest in three new National Director positions to support the operational work of the Institute beyond what Branch Presidents had capacity to complete. Three expressions of interest were received and were acclaimed into the positions, beginning their work in early 2022. The positions were affirmed by membership at the CIPHI AGM in September 2022.

As Branch Representative to the CIPHI National Executive Council, I have been able to participate in the amazing amount of work being done at that table. As a member of the National Policy Committee, I've worked closely with CIPHI National Director of Governance and Policy, Ann Thomas, to develop, review, and update policies and terms of reference.

Advocacy work was significant this year and significant work has been accomplished under the leadership of the National Advocacy Director, Natalie Lowdon. SK Branch has brought the assets developed by the NEC to the provincial scale, with advertisements and billboards highlighting the work of members around the province.

Education work for members has also been a significant focus this year as the Education Committee, led by National Education Director Kari Engele-Carter, has increased online offerings and access to education to support members in achieving their professional development hours. The Education Committee specifically focused on non-technical topic areas to support the development of more professionally and emotionally competent PHIs, with workshops and webinars on topics such as stress management, inner strength, de-escalation, and emotional intelligence. Kari has also had the opportunity to network with International Federation of Environmental Health (IFEH) colleagues as a council member and active member of North Americans Group, including participation on behalf of CIPHI in a panel discussion at the 2022 NEHA AEC in Spokane, WA titled "Environmental Health Workforces Issues in the Western Hemisphere: Canada to Chile".



Environmental Public Health Week 2022 (EPHW) takes place from September 26 to October 2, 2022. This year's theme is "Strength through Collaboration", which recognizes that EPHPs work collaboratively with partners to collectively control disease, hazards, and injury, and help Canadians stay out of hospitals. This is an excellent opportunity to take the time to celebrate our profession amongst our peers and collaborative partners. Branch members are urged to share the social media posts.

SK Branch was pleased to leverage our strong financial position to offer bursaries to the Annual Education Conference (AEC) in Ajax, Ontario for 2022. This was the first in-person AEC since 2019, with conferences in 2020 and 2021 being postponed due to the COVID-19 pandemic. One successful applicant received a bursary to attend the AEC, and an article about their experience will appear in the upcoming Branch newsletter. We plan to offer a similar bursary opportunity for the 2023 AEC in Saint John, New Brunswick, and an announcement with further details will be forthcoming.

The SK Branch Executive remains committed to engaging membership through education sessions. The 12<sup>th</sup> Annual Professional Education and Development Seminar will be held in Regina on October 4 & 5, 2022 at the Ramada Downtown. Presenters, exhibitors, and sponsors will share their expertise and products. Following a two-year hiatus due to the COVID-19 pandemic, we are pleased to offer a robust line up, including keynote speakers and multiple topics to meet members' needs. Planning for our 2022 event has been challenging due to capacity constraints, and much of your SK Branch Executive has worked hard to provide to members an excellent and free seminar which will qualify for Professional Development Hours (PDHs). The success of this event will continue to rely on member attendance, employer support, and volunteers. Thank you to members that continue to assist with PEDS and support the event with their attendance.

CIPHI has a significant number of dedicated volunteers who contribute to the ongoing sustainability and success of the Institute, and I am most reminded of this during SK Branch PEDS and the National Annual Education Conference. As a volunteer-led organization, CIPHI would not exist without these individuals contributing their time and energy. Please take the time to acknowledge CIPHI volunteers nationally, provincially, and locally.

Sincerely,

Kelsie Dale

Saskatchewan Branch President

# Treasurer's Report

*Submitted by: Heather Henderson*

This year has come with a new set of challenges. I have taken the filing system paperless to be more environmentally friendly and I am currently working on a guide for the new system. The Branch has also changed banks from Diamond North Credit Union to Conexus Credit Union. Although the Diamond North Credit Union has been a great institution to work with, the fact that there are only three locations in the northern part of the province has been problematic with the shift in location of both President and Treasurer. Conexus was chosen as they are a Saskatchewan Credit Union with locations throughout the province, ensuring the current and future Presidents and Treasurers will be able to access locations for the Branch banking needs.

The 2021-2022 fiscal year was successful in managing sales of online SK Branch educational materials and other supplies for the Saskatchewan Health Authority offices. There was some difficulty sourcing specific items this year, but the Branch now has adequate stock available for future needs. I would like to thank Ryan Philipation and Alden Georget for their continued help with managing and shipping books and supplies. The revenue from all sales go directly to the financial support of the annual PEDS conference.

The review of the 2020-2021 year has been completed and included in the AGM binder. The Branch's fiscal year runs from October 1 to September 30, and as such the 2021-2022 financial review is not yet available. The 2021-2022 financial review will be underway upon completion of the fiscal year and the reviewed financial statement is intended to be completed before calendar year end.

Respectfully submitted,  
Heather Henderson  
Saskatchewan Branch Treasurer

# Council of Professional Experience Report

*Submitted by: Waheed Mehmood*

## **Background:**

The Council of Professional Experience (CoPE) administers the Continuing Professional Competencies (CPC) program within Canadian Institute of Public Health Inspectors (CIPHI). CoPE's role is to provide leadership and vision as well as the architecture for the CPC program. CoPE communicates key aspects of the CPC program, reviews and approves professional development opportunities, and supports members in their inquiries regarding professional development requirements. In addition, CoPE is tasked with fostering accountability in Environmental Public Health Professionals across the country through auditing of members' professional development entries.

## **Updated Professional Development Model:**

In March 2022, CoPE released a revised Professional Development Model for the Continuing Professional Competencies (CPC) Program. The purpose of the changes was to simplify the professional development hours (PDH) entry process and represent the most significant changes to the model since the CPC program was launched over a decade ago. Under the new model, members are no longer required to document their PDH for professional practice, reducing the required annual PDH to 30 hours from the previous 80. The categories for entering PDH have also been reduced to four. For more information, please visit [www.ciphi.ca](http://www.ciphi.ca) and click on the professional development tab.

## **New Member Service Centre:**

In March 2022, CIPHI launched the new Member Service Centre (MSC). A major component of the new MSC is the updated Professional Development Hours submission section. A step-by-step guide on how to navigate the MSC portal, and screen capture tutorials can be found at [www.ciphi.ca](http://www.ciphi.ca) under the professional development tab. There are also instructional videos hosted on the [CIPHI YouTube Page](#).

## **Audit Results:**

As part of the audit of 2021 professional development entries, CoPE conducted audits of 147 regular members who submitted greater than or equal to the minimum required number of PDH. Of the 147, 102 were members who failed their audit in 2020 (Progressive Compliance Cycle members), and 45 were randomly selected members. For the members audited, the pass rate remains similar to previous years at 82%. Detailed stats are listed in Tables 1-3 below.

The number of members submitting fewer than the minimum required number of PDH remains high, with nearly 25% of regular members receiving an auto-fail. This high rate of auto-failure is troubling, given the requirement for regular members to participate in the CPC program and submit their PDH has been a requirement for over a decade. It is CoPE's hope that introductions of the new model and new MSC will increase participation moving forward.

Table 1. Auto-fail and audit results for All Regular CIPHI Members

All Regular CIPHI Members			
Number of Members	Auto-Fail – Submitted less than the required amount	Number of members audited	Number of members who passed the audit
1245	281 (23%)	147	118 (82%)

Table 2. Auto-fail and audit results for Non-Progressive Compliance Cycle members

Non-Progressive Compliance Cycle – Regular CIPHI members			
Number of Members	Auto-Fail – Submitted less than the required amount	Number of members audited	Number of members who passed the audit
1022	160 (16%)	45	39 (87%)

Table 3. Auto-fail and audit results for Progressive Compliance Cycle members

Progressive Compliance Cycle – Regular CIPHI members			
Number of Members	Auto-Fail – Submitted less than the required amount	Number of members audited	Number of members who passed the audit
223	121 (54%)	102	82 (80%)

### Future Activities:

As part of the launch of the new model and the Member Service Centre (MSC), CoPE will be communicating with and hosting events throughout the year to assist members with the transition. During a face-to face meeting in September, 2022 CoPE will be conducting a facilitated strategic planning session to identify key priorities for the next three to five years.

Respectfully submitted,  
 Waheed Mehmood, CPHI(C)  
 Council of Professional Experience- Saskatchewan Branch



# Education and Policy Report

*Submitted by: Alden Georget*

Hello Members, I am pleased to present the SK Branch Education and Policy Report for 2022. I'm very pleased and excited to be part of the first "post-COVID" professional educational and development initiative that began in April 2022. Overall, it has been a positive challenge coordinating efforts with the team and providing support when needed. As of September (1 month prior to PEDS kick-off), the conference has really started to solidify with the extremely important core theme of mental health awareness and sustainability. Keynote speakers and many sponsors have joined to create a robust learning and positive networking experience. Some conference specifics are still to be fine-tuned, but overall planning has been very fruitful.

I am proud to announce that Kari Engele-Carter has assumed the CIPHI National Education Director position on the National Executive Council. Kari has been part of the NEC since 2013, both in her roles as Saskatchewan Branch President and CIPHI National President, and we're fortunate to have her applying such valuable experience and passion in her new role. Expanding educational portfolios is crucial in not only maintaining, but also expanding professional relevance and effectiveness.

The policy committee has put in numerous hours in drafting amendments to the SK Branch Constitution and By-laws. We are pleased that all proposed amendments received approval from the Branch Executive and that we are able to bring them forward to the AGM for member approval. We look forward to continuing this work next year and beyond until the SK Branch governance documents and policies are modernized and applicable to Branch priorities.

Respectfully submitted,

Alden Georget

Councilor – Saskatchewan Branch

# Merchandising Report

*Submitted by: Michael McCann*

The Branch continues to purchase and make available to members various pieces of merchandise and PHI equipment. If members are interested in purchasing items, please contact me at [councilor2@ciphi-sk.ca](mailto:councilor2@ciphi-sk.ca) to place an order.

If you have an idea for branding merchandise for membership please forward them to me. CIPHI also has golf shirts in CIPHI blue available for purchase.

CIPHI SK Branch would like to remind anyone responsible for ordering supplies within their organization that the SK Branch has a variety of products PHIs/EPHOs use regularly in the field for purchase. Proceeds from these sales enter general revenue and are used on items such as allowing the Branch to offer PEDS at no cost to members and bursaries for members to attend the CIPHI AEC.

Items Available for purchase include:

- Food Safe Student Workbooks
- Swimming Pool Operator Manuals
- CRFA Food Safety Code Books
- Basics.fst Online Food Safety Training Course
- Metal Stem Thermometers
- Chlorine Test Strips
- QUAT Based Sanitizer Test Strips
- Iodine Test Strips

Thank you for your continued support of the CIPHI SK Branch.

Respectfully submitted,

Michael McCann

Councilor – Saskatchewan Branch



# Awards/Bursaries Report

*Submitted by: Michael McCann*

## **Member of the Year Award**

This award recognizes and acknowledges the outstanding efforts, achievements and service by a Saskatchewan Branch member. There is an annual call for nominations and we encourage all members to carefully consider your peers and put forward another members' name that is deserving of this award.

## **Student Membership Award**

The Saskatchewan Branch believes in supporting students enrolled in their final year of a program that will lead to receiving their CPHI(C) designation. The Student Membership Award will cover the cost of a CIPHI student membership for any qualified applicant who is in the final year of any Board of Certification accredited program. There is an annual call out to SK Branch Student members for application for this award.

## **25 Year Member Pin**

The CIPHI 25 Year Member pin recognizes members who have been CIPHI members for 25 years. It is awarded by the members Branch in their 26<sup>th</sup> year.

In 2021, there were no 25 year pin recipients.

## **SK Branch Bursaries**

SK Branch makes available up to \$1,500.00 for members wishing to attend the Annual Education Conference (AEC) each year. In 2022, there was one successful applicant. Receipt of the bursary is contingent on providing the SK Branch Newsletter with an article on their AEC experience.

Respectfully submitted,

Michael McCann

Councilor – Saskatchewan Branch

# Advocacy Report

*Submitted by: Kelsie Dale*

The SK Branch is participating the CIPHI Advocacy Campaign for 2022. The National campaign runs **August 3 to September 14, 2022** and the additional Saskatchewan engagement runs between **August 18 and October 16, 2022**.

Nationally, to ensure a broad reach across the country and to maximize the available budget, campaign ads will be primarily digital. The ads will be found (in English and French) on CBC and RadioCanada. These sites have a national reach and have up to 21.1 million unique visitors/viewers a month.

Provincially, the CIPHI SK Branch Executive has worked hard within our budget to cover as many communities as possible, using both digital and physical ads. We recognize and appreciate our CIPHI Members across the entirety of Saskatchewan as environmental health professionals. In summary, ads were placed as follows. A distribution map and ad examples are found further down in the report.

## Digitally

- On SaskToday.ca from August 18, 2022 to September 13, 2022.
- On Southwest Booster website from August 18, 2022 to September 3, 2022.

## Physically

- 1/4 page ads placed in five publications under Grasslands News Group booked to run in the September 16 and 23, 2022 publishing weeks.
- Posters – Distributed to multiple offices on September 7, 2022 with encouragement to hang in public areas.
- Two Billboards:
  - Regina: At Albert St and 15 Ave, facing South, from Aug. 28 – Sept. 25, 2022
  - Saskatoon: At Idylwyld Dr S and Auditorium Ave, facing North, from Sept. 19 – Oct. 16, 2022

All members are encouraged to help spread this campaign by sharing the campaign with everyone in your network, through social media shares and likes, and by taking part in the contest.

Additionally, the Branch introduced a contest to encourage engagement. Members can submit photos of any of the ad placements and submit them to the Executive for a prize draw occurring during Annual Professional Education and Development Seminar in Regina. The contest is open from August 18 to October 3, 2022.

SK Branch encourages its Members to participate and have fun with this ad campaign.

Areas Covered by Ads



### Memories

made possible by environmental public health professionals

The world is complex. We help ensure your surroundings are one less thing to think about. Whether you know us as public health inspectors or environmental health officers, the work we do is proactive, science-based, and behind the scenes, ensuring your environment is safe so that you can enjoy the moments that really matter.

**ciphi**  
www.ciphi.ca

### Self-expression

made possible by your environmental public health professional

See how we protect you at ciphi.ca

**ciphi**

### Serenity

made possible by environmental public health professionals

The world is complex. We help ensure your surroundings are one less thing to think about. Whether you know us as public health inspectors or environmental health officers, the work we do is proactive, science-based, and behind the scenes, ensuring your environment is safe so that you can enjoy the moments that really matter.

**ciphi**  
www.ciphi.ca

- = Billboard
- = Digital Newspaper Ad
- = Physical News Ad
- = Posters/Cards

# Provincial Board of Certification Exam Coordinator Report

*Submitted by: Nimone Campbell*

## **Exam Schedule**

### October 2021 (virtual)

Number of candidates: 3  
Number of examiners: 11  
Number of standby examiner: 1

### April 2022 (in person)

Number of candidates: 4  
Number of examiners: 13

### October 2022 (in person)

Number of candidates: N/A  
Number of examiners: N/A

October 2021 exams were held virtually due to COVID-19 pandemic precautions. Preparation for these exams included additional sessions for both examiners and candidates to ensure adequate internet connections and exam surroundings as well as practice with the Zoom software. The exams occurred without any major technical difficulties.

April 2022 exams were held in-person for the first time since January 2021. It was great to see all the examiners in person. Although restrictions were lifted, infection control precautions remained in place. The location had some challenges, but there was no negative effect on the examinations.

Thank you to all the written and oral examiners for volunteering your time and being patient with the process, and welcome to all the new examiners this year. If you are interested in becoming a BOC examiner, have five years of work experience and are a CIPHI member email [examcoordinator@ciphi-sk.ca](mailto:examcoordinator@ciphi-sk.ca) to apply. Lastly, thank you to my employer/manager for allowing me the continued opportunity to be the BOC exam coordinator.

Respectfully submitted,

Nimone Campbell

BOC Exam Coordinator – Saskatchewan

# Provincial Corresponding Member to the Board of Certification Report

*Submitted by: George Koutsoulis*

I am pleased to provide you with an update regarding the current national Board of Certification activities. The Board of Certification continues to work at improving the CIPHI certification process. I am currently working on following policies/projects.

- Oral Exam Accommodation policy has been updated to clearly outline how candidates can request accommodation for the BOC Oral examination. This policy was approved for the April 2022 Exam session.
- Policies and Regulations Review Committee, working to standardize existing BOC policies to ensure they are written in plain language and easy to understand.
- Environmental Public Health program school reviews. The BOC conducts reviews all approved EPH programs once every 5 years to ensure that they continue to meet CIPHI Certification requirements. I assisted with the Ryerson University program this past spring. This was a great experience to see how the school has grown and improved over the years. The Concordia University of Edmonton EPH program will be reviewed this fall.
- Practicum Forms and Document Review Committee continues to review and update the policies that outline practicum requirements.
- I am also part of the Plagiarism Review Committee. I would like to take this opportunity to remind CIPHI members not to share previously submitted practicum reports with any student PHIs/candidates. Note that all existing practicum reports are uploaded into the iThenticate software and all new practicum reports are checked against the existing reports.

Any candidate caught plagiarizing will automatically fail their CIPHI certification attempt and must wait one year before retaking the BOC exam (i.e. they will not be permitted to sit the next BOC exam session).

Sincerely,

George Koutsoulis  
Board of Certification Representative  
CIPHI Saskatchewan Branch



## FNUniv Correspondent Report

*Respectfully Submitted by: Ken Cross*

Due to cancelation of the program there will be no report. The need for a FNUniv portfolio assigned to a Branch councilor will be reviewed.

## Retiree Advisory Committee Report

*Submitted by: Russell Scott*

Pamela L. Scharfe stepped down as Chair of the Canadian Institute of Public Health Inspectors, Retirees Advisory Committee and now Peter Rogers has taken the Chair.

## Newsletter Report

*Submitted by: Brianna MacLean*

No report available.

## Website Report

*Submitted by: Michael Hayduk*

No report available.

# Historian Report

*Submitted by: Ryan Philipation*

Hello Members, I am pleased to present the SK Branch Historian report for the past year.

This past year I was able to contribute to a National President archive project. The goal of the project was to confirm all of the branch Presidents, with term dates and photos. This work was completed for the Saskatchewan Branch in August of this year. Thanks to our National Historian for his effort towards our Branch information.

Work continues to sort and organize many documents and articles, compile membership information, and house items of historical interest. I continue to encourage all members to continue to submit their SK Branch finds to the Executive. There continues to be work done to confirm years of membership for our pre-2007 members. This work is important to ensure our 25-year members are recognized, and I may reach out to some of you to help me in compiling this information.

A special thanks to all the members who continue to submit photos and other historical items to me for safe keeping.

## Appendix A

**74th ANNUAL GENERAL MEETING Minutes**  
CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS  
SASKATCHEWAN BRANCH  
November 24, 2021  
Virtual Meeting  
12:00pm-1:15pm

Call to order 12:02 p.m. Quorum was met.

1. Appointment of Officials
  - 1.1. Parliamentarian
    - Chelsey Chabot
  - 1.2. Sergeant at Arms
    - Kari Engele-Carter
  - 1.3. Scrutineer
    - Kari Engele-Carter
  - 1.4. Welcome and recognition:
    - Life members: Ken Cross, Gordon Button and Doug Terry
    - Welcome and recognition of: CoPE representative Waheed Mehmood; SK BOC representative to National George Koutsoulis; BOC Examiner representative Nimone Campbell; Retirees Advisory Committee representative Yvonne Graff.
    - Introduction of Saskatchewan Branch Executive: Ryan Philipation, President; Heather Henderson, Treasurer; Hilary MacDonald, Secretary; Kelsie Dale, Councilor; Michael McCann, Councilor; Ken Cross, Councilor; Michael Hayduk, Councilor.
    - In memorium: Crystal Bull
2. Approval of Agenda
  - Motion: Nicole White; seconded: Kelsie Dale
  - No opposition; motion carried
3. Approval of Minutes 2020 AGM
  - Motion: Michael McCann; seconded: Ken Cross
  - No opposition; motion carried
4. Reports
  - 4.1. Presidents' Report – Ryan Philipation
    - Reviewed annual report previously emailed to members.
    - 2021 PEDS was postponed due to the pandemic with plans for an in-person PEDS in 2022.
    - Currently have 111 members in the branch.
    - NEC is providing virtual webinars for members to get PDHs. NEC is developing a new webpage which will include a link to the new SK Branch webpage.
    - Motion: Michael McCann; seconded: Kelsie Dale
    - No opposition; motion carried
  - 4.2. Committee Reports
    - Educational/Policy Chair – Kelsie Dale
    - Marketing/Merchandising Chair – Michael McCann
    - Awards/Bursary – Michael McCann

- FNUniv Correspondent – Ken Cross
- Advocacy Chair – Ken Cross
- Treasurer – Heather Henderson
- Reviewed account balances and terms for all financial investments. Books have been sent to the accountant for auditing.
- Website – Michael Hayduk

#### 4.3. Other Reports

- CoPE – Waheed Mehmood
  - BOC Rep Report – George Koutsoulis
  - Retiree Advisory Committee Rep Report – Yvonne Graff
  - BOC Examiner Report – Nimone Campbell
  - Newsletter – Briana MacLean
  - Historian – Ryan Philipation
- Motion for approval of all reports as submitted: Ken Cross; seconded: Travis Philipation
  - No opposition; motion carried

#### 5. New Business

- 5.1 Saskatchewan Public Health Association/Canadian Public Health Association Membership – Ryan Philipation
  - Motion: Ryan Philipation; seconded: Michael McCann
  - No opposition; motion carried
  - **ACTION: Treasurer to apply for membership**
- 5.2 Environmental Health Foundation of Canada Donation \$250 – Ryan Philipation
  - Motion (\$250): Michael Hayduk; seconded: George Koutsoulis
  - No opposition; motion carried
  - **ACTION: Treasurer to send donation**
- 5.3 Award Presentations – Michael McCann
  - Awards postponed to 2021 due to pandemic.
  - 25 Year pins to Jackie Treen and John Prince.
  - No bursaries awarded this year due to the pandemic.
- 5.4 Honorariums – Ken Cross
  - President \$150
  - Secretary \$200
  - Treasurer \$200
  - Newsletter \$125
  - Motion: Kari Engel-Carter; seconded: Travis Philipation
  - No opposition; motion carried
  - **ACTION: Treasurer to send honorariums**

- 5.5 Elections – Ryan Philipation
- President (2 year term)
    - Kelsie Dale nominated and verbal acceptance to let her name stand.
    - No nominations from the floor.
    - Kelsie Dale elected by acclamation.
    - Thank you to Ryan Philipation for stepping in as President during the summer of 2021.
  - 2 councilor positions (2 year term)
    - Michael McCann nominated and verbal acceptance to let his name stand.
    - Written nomination for Alden Georget and written acceptance (chat message) to let his name stand.
    - No nominations from the floor.
    - Michael McCann and Alden Georget elected by acclamation.
  - Secretary (1 year)
    - Shawna Stevens nominated and written acceptance (chat message) to let her name stand.
    - No nominations from the floor.
    - Shawna elected by acclamation.
    - Thank you to Hilary MacDonald for previous work as Secretary.
  - Newsletter (1 year)
    - Briana MacLean nominated and verbal acceptance to let her name stand.
    - No nominations from the floor.
    - Briana elected by acclamation.
- 6.0 Adjournment at 12:33 p.m.: Motion: Michael Hayduk; seconded: Michael McCann