

BC Branch CIPHI Executive Council

Annual General Meeting

MINUTES

Face-to-Face Meeting Held,
at the Holiday Inn Express – Vancouver
711 West Broadway Street, Vancouver, BC
December 3th, 2015

ITEM	DETAILS	NAME (S)
	Meeting Called to Order at 14:29 HRS PST Members in Attendance: 10 Regular Members Proxy Ballots: 20 received	
1.00	Approval of Sergeant-at-Arms, Scrutineers, and Parliamentarian	
	<p>Sergeant-at-Arms: Motion: To approve, Daniel Fong and Debby Peng as the Sergeants-at-Arms'. <i>Moved. Seconded. All in favour. Carried.</i></p> <p>Scrutineers: Motion: To approve Kuljeet Chattha and Nadia White as the Scrutineers. <i>Moved. Seconded. All in favour. Carried.</i></p> <p>Parliamentarian: Motion: To Approve Tim Roark as Parliamentarian for the 2015 Annual General Meeting. <i>Moved. Seconded. All in Favour. Carried.</i></p>	C. Brown
2.00	Introduction of Officers	
2.01	<ul style="list-style-type: none"> The 2015 BC Branch Executive were introduced 	C. Brown
3.00	In Memoriam	
3.01	<ul style="list-style-type: none"> A moment of silence was observed for the two BC Branch Members we have lost this past year: Harold Catlin, William (Bill) Douglas Leith, Donald (Don) William Wakelyn, and Dan Pituskin. 	C. Brown

ITEM	DETAILS	NAME (S)
4.00	Approval of Agenda	
4.01	<ul style="list-style-type: none"> Motions to be addressed are Motions #2 and #6 as all other motions are being repealed in consideration amending the Branch Constitution and By-law** <p>MOTION: To approve the CIPHI BC Branch Annual General Meeting Binder as circulated via email October 4th 2015 and again November 3rd, 2015. <i>Moved. Seconded. All in favour. Carried.</i></p>	C. Brown
5.0	Approval of Minutes – December 4th, 2014	
5.01	<p>Addition: None MOTION: To approve the Minutes from the BC Branch September 4th, 2014 AGM Meeting Minutes as circulated with in the 2015 AGM Binder via e-mail on October 4th 2015 and again on November 5th, 2015. <i>Moved. Seconded. All in favour. Carried.</i></p>	C. Brown
6.0	Officer Reports	
6.01	<p>President:</p> <ul style="list-style-type: none"> BC Branch President's Report contained within the 2015 AGM was circulated to the Executive in excess of 30 days prior to the AGM. Report was presented as submitted Floor was opened to questions – No questions raised. <p>MOTION: To approve the President's Report as submitted. <i>Moved. Seconded. All in favour. Carried.</i></p> <p>Treasurer: Pleased to report that the Branch is in a health financial status with a modest surplus for 2014</p> <ul style="list-style-type: none"> Have prepared the 2014 Financial Statements and a Supplementary Finance report in order to satisfy the requirements of the Society Act. The proposed budget for 2016 was presented for consideration of the BC Branch Executive Councils. 	C. Brown

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	<ul style="list-style-type: none"> • Recommendation given by Treasurer to accept the reports as presented. • Floor Open to questions – No questions to report For more details please see the 2015 AGM Binder <p>MOTION: To approve the Treasurer’s Report as submitted. <i>Moved. Seconded. All in favour. Carried.</i></p> <p>Auditor’s Report:</p> <ul style="list-style-type: none"> • Auditors: Tiffany Chu and Emily Woodrow • Report was presented as submitted • Floor was opened to questions – No questions to report <p>MOTION: To approve Auditor’s Report as submitted within the 2015 AGM Binder. <i>Moved. Seconded. All in favour. Carried.</i></p> <p>BC Branch BOC Representative:</p> <ul style="list-style-type: none"> • Ron Popoff was unable to attend AGM. • Report was presented on his behalf as submitted. • Floor was opened to questions - no questions to report. <p>MOTION: To approve the BC Branch BOC Representatives Report as submitted. <i>Moved. Seconded. All in favour. Carried.</i></p>	
7.0	Appointment of Auditors	
7.01	<ul style="list-style-type: none"> • The floor was opened up for discussion and appointment of two new auditors. • Through the discussion Debby Peng and Nadia Kyerematen both volunteered for the vacant roles and motioned held. <p>MOTION: To appoint Debby Peng and Nadia Kyerematen as the designated BC Branch Auditors for the 2016 calendar year.</p>	C. Brown

ITEM	DETAILS	NAME (S)
	<i>Moved. Seconded. All in favour. Carried.</i>	
8.0	Motions and Resolutions	
8.01	<p><u>Motion 1 – Notice of Annual General Meeting</u></p> <ul style="list-style-type: none"> Amends Sections 14 and 18 of BY-LAW #1 Deemed to be contradictory to Parliamentary By-laws <p>WITHDRAWN</p>	C. Brown
8.02	<p><u>Motion 2- Notice of Annual General Meeting</u></p> <ul style="list-style-type: none"> Amends Sec 20(s) of BY-LAW #1 <p>MOTION: To approve Motion # 2 – Notice of Annual General Meeting. <i>Moved. Seconded. Call to Question. – No Question or comments.</i> <i>All in favour.</i> Proxy: 4 in favour; 0 opposed. Carried.</p>	C. Brown
8.03	<p><u>Motion 3 – Election of Offices of the Society</u></p> <ul style="list-style-type: none"> Amends Section 21 of BY-LAW #1 Deemed to be contradictory to Parliamentary By-laws <p>WITHDRAWN</p>	C. Brown
8.04	<p><u>Motion 4 – Changing the Term Length of Past President</u></p> <ul style="list-style-type: none"> Amends Section 24 and 25 of BY-LAW#1 Deemed to be contradictory to terms of current sections 24 and 25 of By-law #1 <p>WITHDRAWN</p>	C. Brown
8.05	<p><u>Motion 5 – Notice of Alternation of the Constitution and BY-LAW</u></p> <ul style="list-style-type: none"> Amends Section 40 of BY-LAW #1 New Societies Act which was assented May 14, 2015 will require update to the Constitution and BY-LAW <p>WITHDRAWN</p>	C. Brown
8.06	<p>Motion 6 – BC Branch Fiscal Year</p> <ul style="list-style-type: none"> Amends Sec. 43 of BY-LAW #1: MISCELLANEOUS <p>MOTION:</p>	C. Brown

ITEM	DETAILS	NAME (S)
	<p>To approve Motion # 6 to amend the BC Branch Fiscal Year from April 1 – March 31st unless decided otherwise by the Executive Council.</p> <p><i>Moved. Seconded. Call to Question. – No questions or comments.</i></p> <p><i>All in favour.</i></p> <p>Proxy: 4 in favour; 0 opposed.</p> <p>Carried.</p>	
9.0	Election of Officers	
9.01	<ul style="list-style-type: none"> • New Election of Officers Report presented at submitted. • List of existing Officers with standing nominations presented for discussion. • Floor opened for discussion and opportunity for standing nominations to be with-drawn. All nominations accepted. <p>MOTION:</p> <p>To approve report presented as submitted and to accept the standing nominations.</p> <p><i>Moved. Seconded. All in favour. Carried.</i></p> <ul style="list-style-type: none"> • Nominations were received by BC Branch for Gordon Moseley to fill the vacant role of President Elect <p>MOTION:</p> <p>To approve appoint of Gordon Moseley as the new BC Branch President-Elect.</p> <p><i>Moved. Seconded. All in favour. Carried.</i></p>	G. Tam
11.0	Honorariums - BC Page Editor & Webmaster	
11.01	<p>Discussion:</p> <ul style="list-style-type: none"> • Last year the motion was passed to pay \$500.00 to the BC Page Editor and Webmaster. <p>MOTION:</p> <p>To approve honorarium for the BC Branch Webmaster for the 2015 calendar year of \$500.00 and the BC Page Co-Editors of \$500.00</p> <p><i>Moved. Seconded. All in favour. Carried.</i></p>	

ITEM	DETAILS	NAME (S)
12.0	Awards	
	<ul style="list-style-type: none"> ○ Eligible nominations were received in suitable form for the 2015 Calendar well in advance of the AGM <p>MOTION: To accept the following nominations as presented for</p> <ul style="list-style-type: none"> ○ Honorary Member – Dr. Murry Fyfe ○ 2015 Member of the Year – Kuljeet Chattha ○ Alex Nilsson Award – Richard Taki <p>Moved. Seconded. All In Favour. Carried.</p>	
	Adjournment at _12_:_01_ HRS PST	

Calendar of Events

January	Membership renewal and PDHs due
April	CIPHI's Birthday BOCs – April 26 th
May	Drinking Water Week <ul style="list-style-type: none"> • Occurs during different weeks
June	Safe Kids Week 2014 June 7 th -14 th BC Page Spring Summer Edition to be Released
September	EPHW 2014 September 21-27 th <ul style="list-style-type: none"> • Fourth week in September • National AEC World Environmental Health Day: Thursday September 25 th
October	BOCs – October 28 th
December	Christmas Luncheon