

CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS

CIPHI BC BRANCH

Annual General Meeting

MINUTES

Venue:

Mahony & Sons Modern Irish Pub
601 Stamps Landing, Vancouver BC
And
Vancouver Coastal Health
12th floor, 601 West Broadway, Vancouver BC

Date & Time:

Thursday December 5, 2019 at 11:30 HRS PST

And

Thursday December 12, 2019 at 09:00 HRS PST

ITEM	DETAILS	NAME (S)
	Meeting Called to Order: 11:37 HRS PST, December 05, 2019 Members in Attendance: 15 Regular Members Proxy Ballots: 0 received	
1.00	Approval of Sergeant-at-Arms, Scrutineers, and Parliamentarian	
	<p>Sergeant-at-Arms: Motion: To appoint Dale Chen, as Sargent at Arms for the 2019 BC Branch Annual General Meeting.</p> <p>Scrutineers: Motion: To appoint Tim Roark and Kuljeet Chattha as Scrutineers for the 2019 BC Branch AGM.</p> <p>Parliamentarian: Motion: To appoint Gary Tam as Parliamentarian for the 2019 BC Branch AGM.</p>	C. Neathway
2.00	Introduction of Officers	

2.01	<ul style="list-style-type: none"> ○ The 2019 BC Branch Executive Council members were introduced to the membership delegation in attendance at the 2019 AGM. 	C. Neathway
3.00	In Memoriam	
3.01	<ul style="list-style-type: none"> ○ A moment of silence was observed for the BC Branch Members we have lost this past year to date. 	C. Neathway
4.00	Approval of Agenda	
4.01	<p>Amendments:</p> <ul style="list-style-type: none"> ○ None presented <p>MOTION: That the CIPHI BC Branch 2019 AGM Agenda be approved as circulated.</p> <p>Jessica Ip motioned, Kuljeet Chatta seconded. Carried.</p>	C. Neathway
5.0	Approval of Minutes – October 23, 2018	
5.01	<p>Additions:</p> <ul style="list-style-type: none"> ○ None presented <p>MOTION: That the minutes from the BC Branch 2018 AGM be approved as circulated</p> <p>Dale Chen motioned, Kate Wilkinson seconded. Carried.</p>	C. Neathway
6.0	Officers' Reports	
6.01	<p>Presidents Report 2019:</p> <ul style="list-style-type: none"> ○ Report was presented to attendees by President Casey Neathway <p>Treasurer's Report 2018/19:</p> <ul style="list-style-type: none"> ○ Report was presented to attendees by Treasurer John Pickles <p>BC Branch BOC Rep Report:</p> <ul style="list-style-type: none"> ○ Report was presented to attendees by BOC BC Rep Gary Tam 	C. Neathway

	<p>CoPE Rep. Report:</p> <ul style="list-style-type: none"> ○ Report was presented as submitted by CoPE Chair Jenny Brown <p>Branch Historian Report:</p> <ul style="list-style-type: none"> ● Report was presented orally by BC Branch Historian Tim Roark 	
7.0	Auditor's Review Report	
7.01	<p>Auditor's Report:</p> <ul style="list-style-type: none"> ● Auditors: Angela Whalen, Member-in-Good Standing, and Gurinder Saini, Member-in-Good Standing ● Report was presented as submitted by Auditors 	C. Neathway
8.0	Appointment of New Auditors	
8.01	<p>MOTION: To appoint Gurinder Saini and Kuljeet Chattha as the auditors for the 2020 BC Branch financial statements.</p> <p>Motion tabled pending quorum</p>	C. Neathway
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 2019 calendar year of \$500.00 and the BC Page Editors of \$500.00</p> <p>Motion tabled pending quorum</p>	C. Neathway
10.0	Election of Officers	
10.01	<ul style="list-style-type: none"> ○ Election of Officers Report presented as submitted, along with the new executive council nomination forms 	C. Neathway

	<ul style="list-style-type: none"> List of existing Officers with standing nominations presented for discussion. <p>MOTION: To approve the Executive Council report including standing nominations and election of new councilors Aletta Amell and Jaqueline Chiu.</p> <p>Motion tabled pending quorum</p>	
	<p>Lacking quorum, meeting adjourned for one week: Dale Chen Moved. Tim Roark Seconded. Carried at 13:20 HRS PST</p>	
	<p>Meeting was reconvened and called to order at 09:00 on December 12, 2019. Members in Attendance: 10 Regular Members Proxy Ballots: 0 received</p>	
11.0	<p>Approval of Sergeant-at-Arms, Scrutineers, and Parliamentarian</p>	
11.01	<p>MOTION: That Dale Chen be appointed as Sargent at Arms; that Tim Roark and Kuljeet Chattha be appointed as Scrutineers; and that Gary Tam be appointed as Parliamentarian for the 2019 BC Branch Annual General Meeting</p> <p>All in favour. Carried.</p>	
12.0	<p>Approval of Budget</p>	
12.01	<p>Motion: That the 2020 CIPHI BC Branch annual budget be accepted as presented by Treasurer John Pickles</p> <p>Steve Chong motioned. Kelsey Watts seconded. Carried</p>	
13.0	<p>Appointment of New Auditors</p>	
13.01	<p>Motion:</p>	

	<p>That Gurinder Saini and Kuljeet Chattha be appointed auditors for the 2020 CIPHI BC Branch financial statements</p> <p>Gary Tam motioned. Samson Wong seconded. Carried</p>	
14.0	Honorariums - BC Page Editor & Webmaster	
14.01	<p>Motion: That an honorarium of \$500 each be provided to the Webmaster, Elden Chan, and the BC Page Editor, Stacey Sowa.</p> <p>Kelsey Watts motioned. Kat Hansen seconded. Carried</p>	
15.0	Awards	
15.1	<p>One nomination received for the Member of the Year award (Stacey Sowa) and one nomination received for the Alex Nilsson award (Rita Manuel). No nominations received for Honorary Member award.</p> <p>Award recipients were acclaimed.</p>	
16.0	Election of Officers	
16.01	<p>No additional nominations received for executive positions. All incumbent members re-elected by acclamation.</p> <p>Motion: That new CIPHI BC Branch Executive Council members Aletta Amell and Jaqueline Chiu be elected for the 2020 calendar year</p> <p>Gary Tam motioned. Jessica Ip seconded. Carried</p>	
	<p>Adjournment: Jessica Ip motioned. Samson Wong seconded. Meeting was adjourned at 09:25 HRS PST</p>	