



Environmental Health
Foundation of Canada

Fondation canadienne
de l'hygiène du milieu

The Research and Education Arm of the Canadian Institute of Public Health Inspectors
Website: www.ehfc.ca

EHFC Annual Report
Canadian Institute of Public Health Inspectors
Annual General Meeting, Toronto, Ontario
September 25, 2005

The Sixteenth Annual General Meeting of the EHFC was held on September 25, 2005 in Toronto, Ontario during the CIPHI Conference. On behalf of the Board of Trustees, the following is a summary of the activities of the Foundation since the previous AGM.

Trustees:

There have been several changes to the trustees since 2004-2005. The list of the 14 trustees is provided at the end of the report.

Responsibilities:

Trustees established last year six Committees to focus activities and share responsibilities as follows (with the lead Trustee identified): Governance – Duncan Ellison; Finance – Tim Roark; Awards – Marilyn Lee; Food Safety Partnership – Keith Smith; and Fundraising – Klaus Seeger and Tim Roark; and Website – Dean Sargeant.

Governance:

The Governance Committee led by Duncan Ellison has drafted and received the approval for a Strategic Plan for the period 2005 to 2010. It focuses on establishing self-sustaining awards funds and building strategic partnerships with CIPHI members to ensure a capability for the Foundation Trustees to be renewed on a regular basis. The Committee is also working to review the By-Laws and Operational Policies of the Foundation. As completed these will be posted on the EHFC Web Site.

Finance:

The Finance Committee led by Tim Roark reports that the funding of the Foundation has been maintained, but that we have not yet reached a sustainable basis.

The financial resources of the Foundation at December 31, 2004 totaled \$42,370.12 representing a net increase of approximately \$6,000 over the year. Operating expenses of the Foundation in 2004 were \$4,073.46 up slightly from 2003.

Of these funds, \$18,877.16 is held in trust for awards or specific projects; \$9,756.46 is committed to specific projects; and \$13,736.50 is currently uncommitted funds.

The 2004 financial records for EHFC were reviewed by the appointed auditors, Bill Leith and Charlie Young and after their detailed review, were approved. The annual charitable organization report to Revenue Canada was submitted within the allowed time frame, based on the audited annual financial statement. No response from Revenue Canada has been received.

**Founding Member: Canadian Partnership For Consumer Food Safety Education
EHFC — Inaugurated 1989**

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The Treasurer's report has been prepared and indicates that both donations and revenues are down from previous years. The drop of nearly 50% in the number of donors may well be attributed to the diversion of charitable donations to the Tsunami relief requests. With the Katrina relief program in 2005, this trend may well continue in 2005. The drop in revenues is due in part to a decline in video sales. EHFC has two educational video products available for sale: the Sewage Video Education Program and the Groundwater Video Education Program. Sale of these products has continued but only slowly possibly related to a relaxation of requirements for mandatory septic tank inspections in BC. What is required is to have more Provinces or water conservation organizations adopt the videos as primary communication means. Efforts are being made to find a sponsor to convert the videos to DVDs which will reduce their cost of production and shipping and handling.

Nevertheless on balance the financial assets of the Foundation increased by 15.5%. However, greater efforts will be required in the final months of 2005 and 2006 if we are to reach the goal of being able to establish a self-sustainable Awards program and to expand the number or size of the awards.

Awards:

The Foundation has three awards managed by the now renamed Awards Committee chaired by Marilyn Lee. The Awards Committee is developing the criteria for the awards, for screening applicants, selecting the winners, and making the announcement of the awards. Information on the awards and the selection criteria will be published on the EHFC web page and in the Environmental Health Review. The awards and their status are as follows:

The CIPHI-EHFC Continuing Education Award:

The CIPHI / EHFC Continuing Education Award of \$500 is presented to a member of CIPHI who is registered for continuing education. The first award was presented by Tim Roark to Dragana Djordjevic, a Public Health Inspector with the Fraser Health Authority in Surrey B.C. She is currently completing her Certificate in Health Care Management at the B.C. Institute of Technology.

This award is not yet self-sustaining, and efforts will be made to seek donations to make it sustaining.

The Len Hiebert EHR Award:

The Len Hiebert Award of (\$100) is for aspiring students training to become Public Health Inspectors and Environmental Health Officers. The **Len Hiebert EHR Award** was created to recognize the life-time contribution Len made to CIPHI.

Criteria for the award are being developed, but the award is now self-sustaining, although more donations would be welcome so that the size and number of awards can be increased.

Lilli Ann Zahara Award

The Lilli Ann Zahara Award was created in 2005 to commemorate the contributions made by Lilli Ann to environmental and public health in Canada. Criteria for the award have not been determined, and funding for this award is not yet in place.

Food Safety Partnership:

EHFC is represented in the Food Safety Partnership by Keith Smith. He reports that the Partnership is undergoing something of a ground up revision and will be emerging as a stronger sustainable organization and program. EHFC is a founding member of the Partnership and maintains its membership. Details can be found at their national website: www.canfightbac.org. In 2006, EHFC will be active in encouraging membership in the Partnership and assisting in the achievement of its goals.

Fundraising:

The Fundraising Committee is jointly led by Klaus Seeger and Tim Roark. There was a successful venture last year with the sale of tickets for limited production art work, and the committee is looking for additional

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fundraising activities besides simply seeking donations from members of CIPHI and the general public. Possible actions include approaching charitable foundations and grants and contribution programs of governments; undertaking contract work for health agencies; and commencing a concerted campaign to expand the use of the **TempSafe**® symbols. Efforts in 2006 will be increased to raise more funds in order to meet the strategic goal of having a self-sustaining Awards program by 2010.

Website:

The web site liaison is Dean Sargeant. Several changes were made to the website in early 2005 by Mike LeBlanc who is the web master, but more need to be planned and implemented to keep it current and expand the information.

Projects:

The first phase of the **Ed Fleming Memorial Fund** project was launched in November 2004 with donations received to date. The EHFC is able to initiate the project under the auspices of the Greater Sudbury Public Library system with a goal to proceed to the remaining areas of Ontario. The goal of the Memorial Fund is to provide an awareness package on septic tanks, well water and groundwater protection to each library of Canada, as funding becomes available. There are very few videos, booklets, fact sheets and manuals currently available for consumers providing information on the importance of protecting our finite groundwater resources; protecting and maintaining private water wells; and information on how private on-site sewage systems work in addition to the importance in maintaining them.

The package currently consists of: "[www.groundwater.protection](#)" (video tape title, not a URL), "Well Aware" (video tape), "Septic System Maintenance: Pure and Simple." (video tape), and "Keeping Your Well Water Safe To Drink"

If we are able to find a sponsor to convert the videos to DVDs, then this project will be simpler and cheaper to carry out.

EHFC Board of Trustees for 2005-2006:

There are 14 trustees as follows:

Trustee	Province	Function
Duncan Ellison	Ontario	Chair
Klaus Seeger	Ontario	Vice-Chair
Tim Roark	British Columbia	Treasurer
Paul Medeiros	Ontario	Secretary
Len Gallant	New Brunswick	
Ron de Burger	Ontario	
Marilyn Lee	Ontario	
Keith Smith	Ontario	
Shendra Brisdon	British Columbia	
Peter Rogers	Manitoba	
Dean Sargeant	Manitoba	
Michael Florian	Nova Scotia	
Ken Cross	Saskatchewan	
Claudia Kurzac	British Columbia	
Dr. John Blatherwick	British Columbia	Honorary Chair

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The Future:

The Trustees of the Foundation are committed to expand the Foundation's activities and influence in the coming years, and would be pleased if any Public Health Inspectors wishing to participate as a trustee in the work of the Foundation would contact T. Duncan Ellison, Chair. The Foundation would also welcome the participation of CIPHI Branches in assisting in raising funds through donations and in generally helping the Foundation carry out its functions.

Respectfully submitted on behalf of the Trustees,

T. Duncan Ellison
Chair,
Board of Trustees