

**CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS**

**2nd Annual Meeting of The Environmental Health Foundation  
of Canada  
October 13, 1990 (Tele Conference)**

**CALL TO ORDER**

Chairman Tim Roark called the meeting to order at 10:15 a.m.  
Participating in the meeting

- C. Young, C.P.H.I. Instructor, B.C.I.T., Burnaby, B.C.
- D. Sargeant, C.P.H.I. National President, Winnipeg, Manitoba
- B. Fortin, C.P.H.I., Timmins, Ontario
- D. Terry, C.P.H.I., Melfort, Saskatchewan
- K. Seeger, C.P.H.I., Clinton, Ontario

Minutes of the inaugural July 13, 1990 meeting were read  
moved C. Young                      seconded D. Terry                      approved

Business arising out of the Minutes

1. Application to Revenue Canada, will be proceeded with before the end of the month.
2. Question from Government, re: mailing address as an interim arrangement. T. Roark address in Maple Ridge will be used. Once the Foundation is fully operational this will be transferred to the Executive Director's office.

Ques. Doug Terry - regarding the development of a project bank  
Ans. Tim Roark - this will be put in the EHR as soon as the tax number has been obtained

Ques. Charlie Young - does Doug have any ideas as to who we should add to the board  
Ans. Doug Terry - not at this time

Ques. Charlie Young - have we developed a letter head and logo  
Ans. Doug Terry - this has been sent to Tim Roark for discussion and prices are very reasonable

Ques. Klaus Seeger - once all approvals are completed do we have a promotional plan  
Ans. Tim Roark - not as yet until completion. We will formulate a plan as a board.

Financial Report - Charlie Young

An account has been established - \$100.00 - 2 donations have been received of \$50.00 each

C. Young moved D. Terry seconded - approved

New Business

Appointments to The Board of Trustees

Institute appointments - T. Roark, C. Young, D. Sargeant, K. Seeger

Board appointments - reappointed - D. Terry and B. Fortin

T. Roark will contact Dr. G. Bonham, Tom Gable and Dr. F. White to see if they will let their names stand for reappointment.

C. Young moved K. Seeger seconded - approved

1991 Budget Proposal to Revenue Canada

Question asked by Revenue Canada on application \$25,000 - 30,000 - 90% to project / 10% to administrative services

Project Suggestions

To seek out two aboriginal students for Certification Course

Other Business

1. Constitution/regulation review - election of Chairman, Vice Chairman, Secretary and Treasurer

nominated by National Executive - K. Seeger, plus existing slate

Chairman T. Roark, Vice Chairman K. Seeger, Treasurer C. Young, Secretary D. Sargeant

Bruce Fortin moved D. Terry seconded - approved

2. Appointment of Auditor

motion - to appoint an auditor / seek out the auditor utilized by the National Executive subject to the approval of the signing officers.

C. Young moved D. Sargeant seconded - approved

T. Roark to check what qualifications are required of official auditor with Revenue Canada.

Other Items of Business - none

Discussion

- C. Young - like to move on and get the project rolling
- C. Young - as soon as we get that tax no. we should advertise
- K. Seeger - appreciate being on the board, would like to emphasize the promotions aspect
- C. Young - K. Seeger has developed a media package perhaps can be utilized by the Foundation
- C. Young - to start out by contacting Richard Lawrence of Indian Affairs
- D. Terry - requests input from the board into a corporate trustee  
N.B. Caution about using the Foundations name in advertising or endorsements

Motion - that Tim prepare and present a notification package to the E.H.R. and other media as soon as tax number is granted.  
motion D. Terry D. Terry seconded  
C. Young approved

- K. Seeger - request for a copy of constitution, Tim agreed to send

Next Meeting at the call of the chair, meeting adjourned at 11:05  
(Central Daylight Time)

C. D. SARGEANT,  
Secretary

CDS:rm