



## CANADIAN SUPPLY CHAIN FOOD SAFETY COALITION

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### COALITION CANADIENNE DE LA FILIÈRE ALIMENTAIRE POUR LA SALUBRITÉ DES ALIMENTS

#### Minutes – Annual General Meeting 15 April 2013

**Location:** CFA Boardroom, 21 Florence Street, Ottawa & by Teleconference – Webinar

**Attendees:**

**In Person & Electronic:** Jackie Crichton (Jackie Crichton Consulting), Co-Chair, Susan Abel (FCPC) Co-Chair, Viki Sikur (CHEP), Frank Schreurs (GFTC/NFSI), Greg Northey (CFA), Candice Appleby (SSFPAC), Malenka Georgiou (TFC), Caroline Wilson (CFC), Robert de Valk (FFPAC & CARI), Tracey Firth (CAHI), Paul Hetherington (BAC), Rejean Bouchard (DFC), Erica Charlton (CPEPC), Russell Hurst (CropLife), Marlene Acheson (FPC) Albert Chambers (Secretariat)

**Call to Order** at 13:03 p.m.

**Welcome:** The chair, Jackie Crichton, welcomed members to the 12<sup>th</sup> annual general meeting and thanked everyone for taking the time to attend. She noted that 2012 had been an eventful year and that looking ahead, 2013 would be equally eventful.

#### **Agenda Approval**

de Valk moved  
Gale seconded  
Carried

#### **Minutes from the 2012 general meeting**

de Valk moved approval  
Gale seconded  
Carried

#### **Annual Report**

Susan Abel, Co-Chair made the annual report using the attached presentation. There was discussion. Crichton thanked the directors that were retiring: Candice Appleby, Bette Jean Crews and Frank Scheurs. Members noted that the updates circulated by the Coalition were very useful. Several members indicated that they were primarily used by association staff but that on occasion they were also circulated to members or boards of directors. It was noted that there were a few editorial corrections required.

Gale moved that the report be received  
Appleby seconded  
Carried

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### **Financial Report for the year ending 31 December 2012**

Heather Gale, the treasurer presented the financial statements for 2012,  
Bouchard moved receipt  
Wilson seconded  
Carried

### **Draft Budget – 2013**

The Treasurer presented the draft budget for 2013 noting that it forecast an increase in revenue and expenses. The funds allocated to the secretariat (primarily for the services provided under contract by the Executive Director) were increased by 50 percent. This was due to the anticipated workload related to the new Safe Food for Canadians Act and regulations. Other items had been held constant. The increased expenses were offset by HST rebates owing prior to 2013. In response to a question, it was noted that projections were based on the current fees.

Bouchard moved approval  
Wilson seconded  
Carried

### **Proposed Membership Fee Increase – 2014**

The Executive Director reviewed the details of the board's proposal to increase membership fees in 2014 by 20 percent for national and allied members and by 10 percent for provincial/local members. The revenue would be required to meet the expected time involved in the finalization of the new regulatory framework under the Safe Food for Canadians Act. Members posed questions about the time allocation and commented on the proposal. Several noted that advising the members early in the year would facilitate member decision-making and budgeting. Others noted that the Coalition provided excellent value for its modest fee. Crichton indicated that the final decision would be taken by the new board at its first meeting.

### **Meeting the requirements of the Canada Not-for-profit Corporations Act**

The Executive Director noted that revising the by-laws and filing Articles of Continuance was a requirement of the new Act which would come fully into force in October 2014. In keeping with the decision of the 2012 annual meeting, the draft documents had been circulated prior the 2013 meeting. The board was recommending that the members be given 30 days to comment on the draft (15 May 2013). Changes, if any, would then be made and the documents would be recirculated for decision during a special electronic meeting of the members in June 2013.

Gale moved that the board's proposed process be approved  
de Valk seconded  
Carried

### **Priorities – 2013**

The Executive Director presented proposals concerning priorities for 2014. The main priorities were identified as:

- Member relations
- Emergency Preparedness /Critical Infrastructure Planning
- Food Safety Auditor Project
- Safe Food for Canadians Act/Government Relations
- Issue Management

The question was also posed as to whether or not the Coalition should revise its 2009 National Strategy to take into account the changing environment, the new Safe Food for Canadians Act, international trends and developments, etc..

There was discussion. Members expressed concerns about the changing language of food safety in Canada exemplified by CFIA's abandonment of HACCP as the prevailing concept, the challenges of an ill-defined approach to outcome-based regulations, the uncertainty over the risk-based oversight system, etc.. Others noted concerns about government statements that may indicate a distancing from a single approach to food safety. Members also indicated support for the Coalition continuing its activity vis-à-vis pandemic/emergency/critical infrastructure preparedness.

de Valk moved approval of the 2013 priorities  
Wilson seconded  
Carried

### **Election of the Board of Directors**

The Executive Director reported on the reported on the nominations received prior to the meeting. The Executive Director opened the nomination process. There was a discussion of size of the board for 2013/14. Appleby and Schreurs expressed their satisfaction during the terms on the board and thanked the co-chairs and the Executive Director.

Appleby moved that for 2012/13 the number of directors be set at seven (7) for 2013/14  
Northey seconded  
Carried

de Valk moved election of the nominees  
Schreurs seconded  
Carried

The 2013/14 board of directors are:

Susan Abel, Food & Consumer Products Canada  
Jackie Crichton, Dairy Processors Association of Canada  
Robert de Valk, Further Poultry Processors of Canada  
Heather Gale, CanadaGAP (Allied members category)  
Paul Medeiros, Guelph Food Technology Centre (Allied Members category)  
Gary Sands, Canadian Federation of Independent Grocers  
Ron Wasik, Small Scale Food Processors Association

The meeting adjourned at 14:25 p.m. EDT.

Prepared by Albert Chambers, Secretariat  
15 April 2012  
To be approved at the 2014 annual meeting