



## 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 5 April 2012

**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), Sally Blackburn (CPMA), Frank Schreurs (GFTC), Greg Northey (CFA), Candice Appleby (SSFPAC), Malenka Georgiou (TFC), Caroline Wilson (CFC), Robert de Valk (FFPAC & CARI), Tracey Firth (CAHI), Gordon Harrison (CNMA), Lindsey Burrow (NSFI), Albert Chambers (Secretariat)

**Call to Order** at 13:32 p.m.

**Welcome:** The chair, Jackie Crichton, welcomed members to the annual general meeting and thanked everyone for taking the time to attend.

#### Agenda Approval

de Valk moved  
Schreurs seconded  
Carried

#### Minutes from the 2011 general meeting

Sikur moved approval with corrections to the name of Turkey Farmers of Canada and the addition to the attendance list of Tracey Firth (CAHI)  
de Valk seconded  
Carried as corrected

#### Annual Report

Susan Abel, Co-Chair made the annual report using the attached presentation. The report highlighted the Coalitions priorities and activities for 2011.  
de Valk moved that the report be received with editorial corrections  
Harrison seconded  
Carried

#### Financial Report for the year ending 31 December 2011

In the absence of the Treasurer, the Executive Director presented the financial statements for 2011.  
After discussion,  
Wilson moved receipt  
Schreurs seconded  
Carried

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### **Draft Budget – 2012**

The Executive Director presented the draft budget for 2012.. It was based on an increase in expected revenue and an increase in expenses for the Secretariat. Other items had been held constant. It was agreed that the board would review the financials in mid -year. During this discussion, Appleby noted that the Coalition would be required to update its by-laws and file articles of continuation under the new Canada Not-for-profit Corporations Act by October 2014. It was agreed that documents would be circulated prior to the 2013 annual meeting.

Appleby moved approval  
Abel seconded  
Carried

### **Appointment of Auditors**

Harrison moved that the question of appointment of auditors be referred to the Board  
Wilson seconded  
Carried

### **Priorities – 2012**

The Executive Director presented proposals concerning priorities for 2012. The main priorities were identified as:

- Member Relations
- Emergency Preparedness Planning
- Follow to National Strategy Project including completion of the food safety auditor project
- Government Relations with a focus on new food safety legislation
- Issue Management

Following the presentation, focused their discussions on the food safety legislation issues including the proposals to amend the *Food and Drugs Act* contained in the 2012 budget legislation and the possibility of a new food safety act. Also raised were the number of CFIA consultations underway as part of its regulatory reform initiative (e.g. imports, labelling, feeds)

de Valk moved approval of the priorities  
Harrison seconded  
Carried

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

Crichton reported on the nominations received prior to the meeting. The Executive Director opened the nomination process. Appleby volunteered. There was a discussion of size of the board for 2012/13.

de Valk moved that for 2012/13 the number of directors be set at eight (8).  
Harrison seconded  
Carried

Harrison moved election of the nominees  
Wilson seconded  
Carried

The 2012/13 board of directors are:

Susan Abel, Senior Director Food Safety & Trade Regulations, Food & Consumer Products Canada

Jackie Crichton, Jackie Crichton Consulting & Dairy Processors Association of Canada

Robert de Valk, General Manager, Further Poultry Processors of Canada

Heather Gale, Food Safety Co-ordinator, Canadian Horticultural Council

Bette Jean Crews, Canadian Federation of Agriculture

Gary Sands, Vice President, Government Relations, Canadian Federation of Independent Grocers

Frank Schreurs, President, Guelph Food Technology Centre (Allied Members category)

Candice Appleby, Executive Director, Small Scale Food Processors Association of Canada

**Other Business:**

None

The meeting adjourned at 15:25 p.m. EST.

Prepared by Albert Chambers, Secretariat  
12 April 2012

To be approved at the 2013 annual meeting