



CANADIAN SUPPLY CHAIN FOOD SAFETY COALITION

COALITION CANADIENNE DE LA FILIÈRE ALIMENTAIRE POUR LA SALUBRITÉ DES ALIMENTS

Minutes – Annual General Meeting (DRAFT)

26 February 2009

Teleconference – Webinar

Attendees: Jackie Crichton (CCGD), Chair, Heather Gale (CHC), Treasurer, Tracey Firth (CAHI), Erica Charlton (CPEPC), Viki Sikur (CHEQ), Bryan Walton (National Cattle Feeders Association), Robert de Valk (FPPAC/CARI), Caroline Wilson (CFC), Malenka Greogriou (CTMA), Jane Proctor (CPMA), Sally Blackburn (CPMA), Phyllis Tanaka (FCPC), Marlene Chorniak (FPC), Amesika Baeta (IECanada), Ron Reaman (CRFA), Marin Pavlic (BIC/CCA), Albert Chambers (Secretariat), Rod Myer (AAFC)

Call to Order at 13:10 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

Robert de Valk moved

Jane Proctor seconded

Carried

Minutes from the 2008 general meeting

Heather Gale moved approval

Jackie Crichton seconded

Carried

Annual Report

The chair made the annual report using the attached presentation. The report highlighted the Coalitions priorities and activities for 2008 and reviewed its work on developing a new national strategy for industry-led food safety programs.

Robert de Valk moved receipt

Bryan Walton seconded

Carried

Financial Report for the year ending 31 December 2008

Heather Gale, the treasurer reported on the Coalition's unaudited financial report. She noted that as the Coalition's project under the Canadian Food Safety and Quality Program required an audit, it had been decided that the 2008 accounts and the project accounts should be audited only once. The report indicates that the Coalition's revenues exceeded the budgeted amount and that its expenses were less than budgeted. As a result the Coalition would be carrying a surplus into 2009 of approximately \$6,000.00. After a discussion of the expenses

Jackie Crichton moved receipt

Robert de Valk seconded

Carried

19 Elm Street, Ottawa, Ontario K1R 6M9

T: (613) 233-7175 E: cscfsc@monachus.com

www.foodsafetycoalition.ca

Presentation on Agriculture and Agri-Food Canada's Emergency Preparedness Activities

Rod Myer, Deputy Director, Agri-food Industry Emergency Preparedness at AAFC provided the meeting with a summary of the federal government's new strategy for emergency preparedness for critical infrastructure, including the agri-food industry and an update on the activities of AAFC as the lead ministry for the sector. He noted that as part of the new approach, the subcommittee co-chaired by the Coalition on pandemic preparedness planning would be replaced by a new sector network. The Coalition was invited to co-chair this new committee. Myer also noted that the new approach would involve greater participation by the provincial and territorial governments. The presentation is attached. During discussion, it was noted that one of the key current initiatives was an assessment of priority setting procedures for imports into Canada from the US. A set of priorities had been developed which placed livestock and perishable food products in the third category after medical and other supplies and persons and equipment required to deal with the emergency. The agri-food sector is invited to participate in a tabletop workshop on these new procedures on 31 March 2009 in Toronto.

Looking Ahead – 2009

Albert Chambers, Secretariat, presented a sketch of the Coalition's priorities for 2009 based on those matters carried over from 2008, items to be completed in 2009 (e.g. CFSQP project) and new items that had been identified so far in the year (e.g. House of Commons inquiry into food safety). The presentation is attached. In the discussion that followed, the members provided considerable input on the priorities for the year. There was a general consensus that the priorities were appropriate. It was agreed that while the National Strategy Project would be completed in March, the follow-up activities would become a high priority for the Coalition under the heading National Strategy Initiative. Based on the final project report, the Coalition board and members would have to determine a set of priorities for advocacy and implementation. This should be accomplished by June 2009. The chair raised the matter of the title of the Secretariat. She indicated that some members and directors were interested in the Secretariat taking on the role of primary spokesperson for the Coalition and believed that a change in title was appropriate. There was general agreement to a change in both role and title and that the board should review this matter and report to the members. With respect to the House of Commons inquiry, members raised concerns about the establishment of consensus and the value of members supporting the Coalition positions. It was acknowledged that there may be some instances where members or groups of members agree to disagree, that these should be minimized through the consensus building process.

Election of the Board of Directors

The Secretariat opened the nomination process. It was indicated that the minimum number of directors was three. Nominations were received for Paul Valder (Allied members), Jackie Crichton and Heather Gale. Several other members indicated an interest but were unable to commit without obtaining approval. It was agreed that members would be canvassed and that an electronic ballot would be held prior to 15 March 2009.

Draft Budget – 2009

Heather Gale presented the draft budget. It was based on an increase in members and a slight increase in expenses for the Secretariat. Other items had been held constant. The surplus going into 2010 was estimated to be \$3,000.00. It was noted that in February three organizations had joined the Coalition: Food Processors of Canada, Canadian Meat Council and Dairy Processors of Canada. The budget of the Coalition will be approved by the directors.

Robert de Valk moved receipt

Ron Reaman seconded

Carried

Appointment of Auditors

The firm of Welch & Company was recommended as they have experience with small associations.

Heather Gale moved their appointment

Jackie Crichton seconded

Carried

There being no other business to conduct, the chair thanked all those present at the meeting.

The meeting adjourned at 14:35 p.m. EST.

Prepared by Albert Chambers, Secretariat

2 March 2009

To be approved by the 2010 Annual General Meeting