



## Report to the 2022 CIPHI Annual General Meeting

### Introduction:

The Environmental Health Foundation of Canada (EHFC) is the Charitable Division of the Canadian Institute of Public Health Inspectors (CIPHI). The EHFC was founded in 1989 by motion of the CIPHI membership at their annual general meeting. The EHFC is a “working board” made up of volunteer trustees who support environmental public health education and research through collaboration, connection, and recognition with internal and external partners. The board has a hands-on role with the administrative functions of the organization such as financial management, strategic planning, social media, and fundraising. The EHFC Honorary Chair is Dr. David Jones who served as the first Chief Public Health Officer of Canada from 2004 to 2013.

### Mission:

To operate as the independent charitable division of the Canadian Institute of Public Health Inspectors dedicated to advancing environmental public health protection in Canada and internationally through the development and support of public education, research, and the development of aid projects.

### Programs & Projects:

- Develop and distribute environmental public health educational products.
- Sponsor environmental public health professional development.
- Support environmental public health research.
- Provide awards that acknowledge the outstanding work of CIPHI members.
- Carry out fundraising activities.

### Board of Trustees:

The activities of the EHFC are coordinated by a Board of Trustees who come from the environmental public health profession, educational institutions, government, and industry. During the past year the following Board members gave their time, experience, and expertise to the administration of CIPHI's Charitable Division and were appointed in accordance with the EHFC Regulations:

Pamela Scharfe (ON), Chair, CIPHI Life Member
Ralph Stanley (ON), Vice-Chair, CIPHI Retired Member
Lena Parker (AB), Secretary, CIPHI Regular Member
Mike LeBlanc (MB), Treasurer, CIPHI Regular Member
Melissa MacDonald (NS), Trustee, CIPHI Regular Member, Cape Breton University
Laurie Pike (NS), Trustee, CIPHI Regular Member
Victor Odele (ON), Trustee, CIPHI Regular Member
Gord Stewart (BC), Trustee, CIPHI Retired Member
Fatih Sekercioglu (ON), Trustee, CIPHI Regular Member, Toronto Metropolitan University
Jamie Carbert (AB), Trustee, CIPHI Regular Member



In February 2022 the EHFC Board welcomed a new Trustee. **Jamie Carbert, CPHI(C)** is a public health inspector based in Alberta. She has a Bachelor of Science, University of Alberta (2011) and an Environmental Health After Degree Program, Concordia University Edmonton College (2014) and became certified in 2014.

Currently, she is in the Safe Food program, with part of her time put towards following up with notifiable enteric diseases. She is passionate about the Environmental Public Health profession and has enjoyed volunteering in various capacities, including the 2018 CIPHI AB Branch conference; mock BOC volunteer; CIPHI AB Branch Edmonton Assistant Zone Councillor; Concordia University College of Edmonton student mentor; Communications Officer – Environmental Health Student Association and being a university guest lecturer.

Jamie is excited to be a board member of the Environmental Health Foundation of Canada and assisting with advancing this important branch of CIPHI. In her spare time, Jamie likes spending time with her family, playing soccer, or running stairs, and reading a good book.



In December 2021, the Board bid farewell to and thanked Laurie Pike (NS/PEI) who volunteered as Trustee in 2017.

The nine-member, volunteer Board of Trustees dedicated numerous hours of their time in the past year to further the work of CIPHI's charitable division through three committees:

**Executive Committee:** consisting of the Chair, Vice Chair, Treasurer, and Secretary.

**Advancement Committee:** purpose is to assist the Board in fulfilling its responsibilities relating to funding and external awareness, including providing advice on fundraising, securing individual and corporate donors, communications, and marketing.

**Governance Committee:** purpose is to ensure that the board fulfills its legal, ethical, and functional responsibilities through adequate governance policy development; Trustee recruitment strategies, training programs; monitoring of board activities; and evaluation of board members performance.

**Board Recruitment:**

There are currently six vacancies on the Board of Trustees. The EHFC Regulation allows for up to and including 15 board members. To increase representation from across Canada the Board of Trustees welcomes and encourages CIPHI members (regular, retired, student, and honorary) from the following CIPHI Branches to consider this rewarding professional opportunity: SK, MB, NB, & NL. Please contact any Board Trustee, your CIPHI Branch President and/or for more information contact the Board Chair at [EHFCChair@gmail.com](mailto:EHFCChair@gmail.com).

**Board Activities:**

- The Board’s 2021/22 meetings were held virtually using ZOOM and hosted the 2021 EHFC annual general meeting virtually on Dec. 5<sup>th</sup>. A board meeting was held on February 27, 2022 and will be holding meetings in July and September. The 2022 EHFC AGM meeting will be in a virtual format and is planned for November 27<sup>th</sup>. A notice will be issued via the CIPHI Listserv, on the EHFC website ([www.EHFC.ca](http://www.EHFC.ca)), and via the EHFC social media accounts.
- Continued to discuss a 2022-2026 strategic plan.
- Conducted various public health education through the EHFC website [www.EHFC.ca](http://www.EHFC.ca), social media (Facebook, Twitter, Instagram & LinkedIn), direct mailing, email listserv, direct target of current and past donors.
- The Advancement and Governance committees continue to explore and develop future projects:
  - Black History month to recognize the achievements of our colleagues past and present.
  - Recognize National Indigenous History month with projects such as working with indigenous educators and other partners involved in conservation and safe water through outdoor learning for Canadian children JK to 8 and summer camps about the importance of our water.
  - A National Children’s Water Festival.
  - Development of food safety education materials to be used by like minded charity partners carrying out NGO work in poor countries where Spanish is the first language.
  - Promotion and recognition of septic maintenance programs across Canada and advocating with partners to the national government for the creation of a National Septic Smart day.
  - Review and revisions to Board policies and procedures.
- Refreshed the original EHFC logo designed by the late Patrick Fan, CPHI(C) in April 2020. The new logo includes the date CIPHI’s charitable division was founded.



## Financials:

**2021 Financial Statement  
(Compared to 2020)**

Prepared by Mike LeBlanc, EHFC Treasurer

REVENUE			EXPENDITURES		
Donations	2021	2020	Expenses	2021	2020
Restricted	8,466	4,390	Scholarships/Awards	5,501	0
Not Restricted	0	0	Direct Project Expenses	0	0
Board Trustee Donations	1,924	2,649	COMMIT Donation	5,000	0
Branch Donations	1,700	650	Finance Fees	51.	
Investment Income	6,272	0	<b>Management &amp; Operations</b>		
			Honorarium	0	0
			Operating expenses	2,115	2,197
			Board Trustee Expenses	0	0
			Return to NCCEH Award \$*	0	2,400
<b>Sales</b>					
Temp Safe Products	0	0			
Septic System Brochures	0	0			
<b>TOTAL REVENUE</b>	<b>\$18,362</b>	<b>\$7,689</b>	<b>TOTAL EXPENDITURES</b>	<b>\$12,667</b>	<b>\$4,597</b>

\*The National Collaborating Centre for Environmental Health (NCCEH) are reviewing the criteria for the Ron de Burger Student Research Award and requested that the EHFC return the funds held in trust for future awards

**Assets as of January 1, 2021**

Chequing Account	\$ 24,554
Investments	\$ 160,901
	<b>\$185,455</b>

**Assets as of December 31, 2021**

Chequing Account	\$ 23,978
Investments	\$ 167,172
	<b>\$ 191,150</b>

The EHFC's 2021 Financial Statement has been approved by the EHFC Board Appointed Financial Reviewers. The annual financial report has been submitted to the Charities Directorate of Revenue Canada for review and approval. The financial resources of the Foundation on **December 31, 2021**, including investments totalled **\$191,150** which represents an increase of **\$5,695** in EHFC assets compared to the 2020 year-end. The EHFC investments are endowed/entrusted funds from donors over the years for various awards and projects and can only be used as per the instructions of the donor.

**Awards:**

The Board of Trustees administers seven (7) awards that acknowledge and celebrate the outstanding work of CIPHI members. As there were no awards in 2020 due to the pandemic, the Board along with their award partners (CWWSA, Van Alstyne Family, Lowry Group, Hedgerow Software Ltd, and NSF International) decided to permit up to two recipients per award in 2021.

A 2021 award ceremony was held virtually on December 2, 2021. The Board congratulates the 2021 award recipients and extends our thanks to their nominator(s) for recognizing their contributions to our profession and their communities:

- Canadian Water & Wastewater Association Safe Water Award: **Rob Fleming, BC & Joan Yee, AB**
- Clifford Van Alstyne Communications Award: **Meaghen Allen, AB**
- Dr. R. Neil Lowry Recreational Water Award: **(no nominations)**
- EHFC Continuing Education Award: **Martha Hodge, ON**
- Lilli Ann Zahara Public Education Award: **(no nominations)**
- Hedgerow Software Ltd Leadership in Environmental Health Award: **Steve Rebellato, ON**
- NSF Food Safety Award: **(no nominations)**

**Student Research Awards - Len Hiebert Environmental Health Award:**

BCIT: **Angel Chan, Jasmine Lee**

Ryerson: **Jennifer Ramos**

Conestoga: **Jennifer Skuce, The Student Team of Maddy Boyko-Christy Fleming-Tatianna Desak**

**Fundraising:**

Fundraising for the past two years has been a challenge without having the annual national CIPHI AEC and golf tournament our typical annual fundraising venues. However, by December 31, 2021, we were able to surpass our goal of raising \$30,000 for the EHFC 30th anniversary. These funds will be entrusted and used to financially support annual environmental public health aid project(s) in Canada and/or internationally, and for a bursary to financially support students to attend the CIPHI national annual education conference.

Our 2021 donation campaign was kicked off on Giving Tuesday 2021 which included a letter and thank you gift of a webcam cover to current and past donors as an appeal to put the Board over the top of our \$30,000 fundraising goal.

On behalf of the Board of Trustees I would like to acknowledge the generous donations in 2021 from:

- the CIPHI BC, AB and NB Branches,
- individual CIPHI members,
- Friends of the Foundation, and
- the EHFC Board of Trustees.

**International Aid Project:**



The Board of Trustees in 2021 approved financial support of an international aid project to donate \$5,000 to COMMIT (Canadian Outreach Medical Mission Team) which is a group of dedicated volunteers from Southwestern Ontario working under the umbrella of the Rotary Club of Stratford Charitable Foundation. This donation came from the monies raised as part of our 30th anniversary \$30,000 fundraising goal.

Through the generous donations to CIPHI’s Charitable Division our financial support of the COMMIT water project has changed the lives of over 1,000 families not only in their health but in many more opportunities of these Nicaraguans. There are now five wells drilled and three distribution systems to pipe water to convenient parts of the village for better access. Electric pumps have also been installed in all but one well in a village that has no electricity, so a hand pump has been installed.



*EHFC Chair Pamela Scharfe & Vice Chair Ralph Stanley (centre L & R) participated in a COMMIT 2021 golf tournament to fundraise for eco stoves for Nicaraguan villages and took the opportunity to present a cheque for \$5,000 for COMMIT’s water well project to COMMIT members*

**Student Bursary to Attend CIPHI National AEC:**

The Board of Trustees has approved a \$5,000 bursary to financially support students from the five CIPHI accredited schools to attend the 2022 CIPHI National AEC, Ajax, ON by covering the cost of their student conference registration. Between 2010-2019 the EHFC Board has sponsored a total of 87 students, in the amount of approximately \$18,000.

**Septic System Maintenance Products:**

The EHFC has educational brochures, posters, and video available targeting home owners planning to install a conventional gravity flow sewage disposal system and on how to care and maintain the system. The brochure is available for a minimal cost. The BCIT Library – MediaWorks digitized our video so it could be added to their electronic library and the video is available on our website [www.EHFC.ca](http://www.EHFC.ca) under Education/Products/Septic Systems.

**TempSafe Products:**

The EHFC have for sale the TempSafe® educational food safety materials which are available in magnets, clings, stickers, lapel buttons and large display formats. There is an option to include health agency information at the top of the product chosen for a nominal fee. The products are currently available in English, French and Spanish. The Board continues to offer large discounts for orders of 1,500 or more which allows for health agencies to combine orders to take advantage of the savings. A sample of the products can be mailed to interested agencies. The EHFC receives a small percentage of all sales from the current printer.

There were no sales in 2020 and 2021 to health authorities and the EHFC Board believe this is directly related to the impact of the pandemic on the work of PHIs/EHOs across Canada. The EHFC Board will be carrying out a survey of past users in 2022 to determine if this project is still viable and seeking other potential purchasers.

This report is submitted on behalf of the Board of Trustees and satisfies the annual reporting requirements of Section 5A of CIPHI By-Law No. 10.

Respectfully submitted,

*Pamela L. Scharfe*

Pamela Scharfe, CPHI(C)  
Chair, Board of Trustees  
Environmental Health Foundation of Canada  
The Charitable Division of CIPHI

Date: June 27, 2022