



Environmental Health
Foundation of Canada

Fondation canadienne
de l'hygiène du milieu

Report to the 2020 CIPHI Annual General Meeting

Introduction:

The Environmental Health Foundation of Canada (EHFC) is the Charitable Division of the Canadian Institute of Public Health Inspectors. 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.

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. The following 2019-2020 Board members give their time, experience, and expertise to the administration of the Foundation and were appointed in accordance with the EHFC Regulations.

Pamela Scharfe (ON), Chair
Ralph Stanley (ON), Vice-Chair
Lena Parker (AB), Secretary
Mike LeBlanc (MB), Treasurer
(vacant) Past Chair

Tim Roark (BC)
Melissa MacDonald (NS)
Lena Parker (AB)
Laurie Pike (NS)
Fran Gelder (ON)
Victor Odelle (ON)

Honourary Board Chair: Dr. David Jones



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In 2020 the Board welcomed Bradford Giesbrecht, CIPHI SK Branch President and National Executive Council member. At their January 2020 meeting the CIPHI National Executive Council passed a motion to appoint one of its members to the EHFC Board of Trustees. Bradford Geisbrecht was named as the NEC representative for the 2020 calendar year.

In 2019, the Board bid farewell to Trustees Klaus Seeger who was a member of the Board for 30 years, Duncan Ellison a member for 20 years and Jacqueline Schnider for 10 years. The commitment and dedication of these three volunteers is to be commended.

The work of the Board is carried out through two committees:

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.

The Board of Trustees held their 2019 annual general meeting on September 8, 2019 and were pleased to have the CIPHI National Executive Council members in attendance. Teleconference meetings were held on December 4, 2019, March 15, 2020, and June 30, 2020. Another 2019-2020 regular meeting is scheduled on October 4, 2020.

The 2020 EHFC Annual General Meeting will be held virtually this year as it is typically held as our annual Board face-to-face meeting to coincide with the CIPHI National Annual Education Conference which has been cancelled due to the global pandemic. An AGM meeting notice including the date, time and form of video communications will be issued via the CIPHI listserv, EHFC Website, and via social media accounts.



Financials:

The 2019 financial report, review by our auditors, and submission of our annual report to the Charities Directorate of Revenue Canada are underway at the time of the writing of this report. Revenue Canada extended submissions for charities until December 31, 2020, however our Treasurer plans to submit our report before the end September.

**2019 Financial Statement
(Compared to 2018)**

REVENUE			EXPENDITURES		
Donations			Expenses		
	2019	2018		2019	2018
Restricted	20,792	7,672	Scholarships/Awards	12,501	9,699
Not Restricted	410	7,924	Direct Project Expenses	5,164	937
Board Trustee Donations	6,310	8,688			
Via a Registered Charity	0	135	Management & Operations		
Fundraising	2,136	0	Honorarium	0	500
Interest	1,750	750	Operating expenses	7,840	3,220
			Board Trustee Expenses	3,090	1,145
Sales					
Temp Safe Products	0	2,751			
Septic System Brochures	0	70			
TOTAL REVENUE	\$31,398	\$27,990	TOTAL EXPENDITURES	\$28,595	\$15,501

In 2019, the EHFC's assets increased by \$8,704.15

Assets as of January 1, 2019

Chequing Account	\$ 17,908.62
Investments	\$ 155,750.00
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	\$ 173,658.62

Assets as of December 31, 2019

Chequing Account	\$ 21,462.04
Investments	\$ 160,900.73
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	\$ 182,362.77



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Awards:

The Board of Trustees congratulates the 2019 award recipients and extend our thanks their nominator(s) for recognizing their contribution to our profession:

- **Canadian Water & Wastewater Association Safe Water Award:** (no nomination)
- **Clifford Van Alstyne Communications Award:** Melissa Carruthers (AB)
- **Dr. R. Neil Lowry Recreational Water Award:** Gregory Marsh (MB)
- **EHFC Continuing Education Award:** Heather Langemann (AB)
- **Lilli Ann Zahara Award:** Heidi Pitfield (ON)
- **Hedgerow Software Ltd Leadership in Environmental Health Award:** Ian Harrison, (SK) and Peter Parys (MB)
- **NSF International Food Safety Award:** Ildiko Herr (SK)

In discussion with our award partners due to COVID-19 and the cancellation of the 2020 CIPHI National Annual Education Conference the Board decided at their June 2020 meeting to cancel this year's awards. However, in agreement with our award partners there will be the potential for two recipients for each award that will be announced at the 2021 CIPHI AEC. The 2021 award nominations will open on May 1st.

Projects:

International Aid Project: The Board approved support of an international aid project and will be donating \$5,000 to the Rotary Club of Stratford ON that sponsors the Canadian Outreach Medical & Mission Team (COMMIT) who have worked for several years with small communities in Nicaragua. The funds will be used towards the drilling of a new water well. The Team visit twice a year (Feb. & Oct) to oversee new projects and evaluate past projects. Due to the pandemic, the fall visit is currently on hold. The Board have also discussed developing a food safety and hygiene program that could be utilized by the Team when visiting villages.

There are opportunities for public health inspectors to join the team on one of their future trips. For more information on joining the team send an email to EHFC@Outlook.com. For more information on this group you can find a ppt at [EHFC.CA/Support Us/Fundraising Initiatives/2020 Nicaragua](https://EHFC.CA/Support%20Us/Fundraising%20Initiatives/2020%20Nicaragua)

Professional Development: The Board approved a \$500 donation to the CIPHI ON Branch to support their 2019 education day on Recreational Water Quality. The EHFC Advancement Committee is exploring being able to provide webinar services for Branches to make their education presentations available to those members who cannot attend due to logistics within their geographical areas. The EHFC Board welcomes the opportunity to financially sponsor future CIPHI Branches and their professional development days.



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Student Sponsorship to Attend CIPHI National AEC:

In 2019 the Board were able to financially support 11 students to attend the CIPHI National AEC, Dartmouth, NS. Between 2010-2019 the EHFC Board has sponsored a total of 87 students, in the amount of approximately \$18,000. Students who receive sponsorship are required to provide a report on the benefits of attending.

Products:

The EHFC have available for sale 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. The EHFC receives a small percentage of all sales from the current printer.

NOTE: The Board will be evaluating this product in the coming months as sales have dropped off in the past years.



30th Anniversary Fund Raising:

In 2019, the EHFC celebrated our 30th year as CIPHI's charity. In 2018 the Board of Trustees planned to acknowledge this important milestone. The Board's Advancement Committee was tasked with the creation of a dedicated working group to develop a plan to acknowledge and celebrate the 30th anniversary. The working group members were Trustees: Klaus Seeger, Pamela Scharfe, Ralph Stanley, and Lena Parker.

The financial goal set by the Board was to raise \$30,000 and passed the following motions: (1) for the creation of a special anniversary logo; (2) a \$5,000 budget; and (3) all funds raised to be used to create two new endowment funds (1) to support students enrolled at one of the CIPHI accredited academic institutions, to attend the national CIPHI AEC up to \$5,000 annually, and (2) to partner with a charity to support an annual aid project that focuses on but not limited to food safety, hygiene, sanitation, and water safety.



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The anniversary plans included the creation of an anniversary logo; updating our website www.ehfc.ca; creating a Blog to share current information; and creation of a historical newsletter in 2019 that included a 30-year history and the celebratory events held through the year. The newsletter can be found on our website www.EHFC.ca

Colleagues from across Canada donated to the EHFC fundraising campaign which kicked off in May 2019. Donors at the CIPHI National 2019 AEC also had their photos taken to be part of the anniversary mosaic banner that was to be unveiled at the 2020 CIPHI National AEC. Given that the conference has been rescheduled until 2021 you can still donate and forwarding your photo to be included in the mosaic banner that will be displayed at the 2021 conference hosted by Durham Region Public Health, Ontario.

The Board decided to continue with the fundraising until we reach 100% of our goal. Additional contributions have been made in 2020 and as of today we have raised \$19,160 which is 64% of our goal. As of December 31, 2019, the Board raised \$17,630 of our \$30,000 goal through the generous donations of the following:

On behalf of the Board of Trustees I would like to acknowledge the generous donations in 2019 from:

- The following CIPHI BC, AB, SK, MB, ON, NB, NS/PEI and NL Branches:
- The following for their continued support and partnership of our annual awards:
 - NSF International
 - Hedgerow Software Ltd.
 - Lowry & Associates Ltd.
 - The Canadian Water & Wastewater Association
 - The Clifford Van Alstyne Family
- The CIPHI National Executive Council and the 2019 Annual Education Conference hosted in Dartmouth, NS for supporting the EHFC in hosting a silent auction. Also, the CIPHI Branches and exhibitors who provided items for the silent auction table, and the delegates who bid high and often.
- Individual CIPHI members
- Friends of the Foundation, and
- The EHFC Board of Trustees.

Respectfully Submitted,

Pamela L. Scharfe

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