



Canadian Society for Chemical Engineering | *For Our Future*
Société canadienne de génie chimique | *Pour notre avenir*

58th CSChE Annual General Meeting
Tuesday, October 31, 2023
13:00-13:45 MT
Calgary TELUS Convention Centre

MINUTES

1. Call to order

- The meeting was called to order at 13:00 local time by Michael Cunningham, MCIC, CSChE President.
- 31 Participants
- Cunningham thanked Anil Mehrotra for his work as the Conference Chair for the CSChE 2023 conference.
- Tsang introduced the CIC National Team and acknowledged them for their work on the conference.
 - Zac Hawkins
 - Philip Glowacki
 - Zanne Stachura
 - Shakiba Ghaffari
 - Kyra Van Den Bos
 - Robert Bissonnette
 - Rose Katagiri
 - Not present, but acknowledged were Jacob Lee and Michelyn Lockman
- Cunningham introduced the individuals at the head table:
 - Pascale Champagne, Vice-President
 - Alexander Rousina-Webb, Treasurer
 - Todd Pugsley, Past President
 - Josephine Tsang, CIC Executive Director
 - Michael Cunningham, CSChE President
- Cunningham reviewed the protocols for facilitating a discussion during an AGM.
- Rose Katagiri, secretary, indicated that a quorum was present.

2. Adoption of the Agenda

MOTION:

THAT the agenda be adopted.

Moved: João B. P. Soares

Seconded: Ajay Dalai

No discussion

CARRIED

3. Adoption of the of 57th AGM Minutes

MOTION:

THAT the minutes of the 57th Annual General Meeting held in Vancouver on October 25, 2022 be adopted as circulated.

Moved: Anil Mehrotra

Seconded: Jonathan Verret



No discussion

CARRIED

4. Reports

Executive Director Report, Josephine Tsang

- Tsang provided a summary of the CIC ED report.

CSChE President's Report, Michael Cunningham

- Cunningham provided a summary of the CSChE President report.

Directors' Reports

- PowerPoint slides containing brief updates for each of the Directors' activities were shown for the membership to read:

Director of Awards, Jennifer Littlejohns

Director of Industrial Liaison - East, Alexander Rousina-Webb

Director of Industrial Liaison - West, Jyoti Patel

Director of Subject Divisions and Local Sections, Nader Mahinpey

Publications and Continuing Education and Editor-in-Chief, Can J Chem Eng, João Soares

Director of Student Affairs, Simant Upreti, MCIC

Treasurer's Report, Alexander Rousina-Webb

- Rousina-Webb presented and summarized the Treasurer's report using the circulated Auditor's statement as the basis for his report.

Questions

- Rousina-Webb opened the floor for questions.
 - An unidentified individual from the Shastri Indo-Canadian Institute (SICI)
 - Commented that he is happy to be at the CSChE and participating in the CSChE-Shastri Indo Symposium.

MOTION:

THAT the Treasurer's report and the Auditor's statement of the fiscal year ending December 31, 2022, be adopted as presented.

Moved: Anil Mehrotra

Seconded: Ajay Dalai

No discussion

CARRIED

Appointment of Auditors for 2023

MOTION:

THAT Parker Prins Lebrano be appointed as CSChE auditor for 2023.

Moved: Jennifer Littlejohns

Seconded: João Soares

No discussion

CARRIED

5. Election of Directors

Pugsley, as the CSChE Nominations Committee Chair, introduced the process taken by the nomination committee for 2023 which included a call for nominations and interviews. He referenced the by-laws for the terms and the process for the nominations committee that was comprised of previous CSChE Presidents. The process included an advertisement to the membership and the board reaching out to other individuals to make a full slate. Pugsley

emphasized that the CSChE strives to rotate board member representation from government, academia, and industry each year.

Pugsley introduced the proposed slate of Directors and Officers, effective after the CSChE AGM.

Directors and Officers for 2022-2023:

- President Pascale Champagne, FCIC
- Vice-President Ajay Dalai, FCIC
- Past President Micheal Cunningham, FCIC
- Treasurer Alex Rousina-Webb, MCIC

Pugsley opened the floor to nominations. There were no nominations from the floor.

MOTION

That the proposed slate of Directors be approved as presented.

Moved: Todd Pugsley

Seconded: Anil Mehrotra

No discussion

CARRIED

For information: Ongoing Directors

- | | | |
|--|--|-----------|
| • Jennifer LittleJohns, National Research Council Canada | Director of Awards | 2022–2025 |
| • Simant Upreti, MCIC, Toronto Metropolitan University | Director of Student Affairs | 2022–2025 |
| • Nader Mahinpey, MCIC, University of Calgary | Director of Divisions and Local Sections | 2021–2024 |
| • Jyoti Patel, MCIC, Resolute Risk Management Services | Director of Industry Liaison – West | 2021–2024 |
| • João Soares, FCIC, University of Alberta | Publications and Continuing Education and Editor-in-Chief, Can J Chem Eng. | 2018–2024 |
| • Peter Ozemoyah, MCIC, Tyne Engineering | Director-at-Large | 2021–2024 |

6. Retiring Directors

Cunningham thanked the below retiring directors for their time and efforts on the CSChE Board.

- Anil Mehrotra
- Todd Pugsley

7. Looking forward into 2024: Remarks

- Cunningham transferred the yellow hard hat to the new CSChE President, Pascale Champagne.
- Champagne summarized future initiatives including
 - Changing the conference format and date.
 - Champagne noted that this year there was a lot of movement with the CIC National Team.
 - The CSChE is working on selecting the CSChE 2025 conference organizing committee.
 - Modernizing and adjusting the process for awards.
 - Refine the Director-at-large and Director of Industrial Liaison position for 2024.

Question from Anil Mehrotra

- There was discussion about moving the CSChE 2025 from Fall to Summer.
 - Cunningham answered that the CSChE Board and CIC Board has reviewed the current timing of the CSChE as Fall is a busy time for academia. The CSC and CSChE could remain separate but occur around the same time.
 - The changes to the conference format will be implemented in 2026 tentatively. A new committee has been formed to oversee the joint conference, Michael Cunningham as the CSChE representative and Jennifer Love as the CSC representative.

Follow up question from Anil Mehrotra

- Do we have a host institution for 2025?
 - o Cunningham answered that the CShE will no longer be associating the conference with an institution. Instead, the conference organizing committee will comprise of individuals from across Canada.

8. Other business

- Champagne presented a gift to Cunningham to thank him for his work as the CShE President.

9. Next AGM

- Champagne shared the next conference will occur from October 6-9 in Toronto.

10. Adjournment

The meeting was adjourned at 13:40 MT.