



May 10, 2012

Draft Minutes of the Canadian Spice Association (CSA) Annual General Meeting held at The Toronto Westin Harbour Castle Hotel.

In attendance:

Frank Dobson	Acana Mercantile Ltd.
Cheryl Deem	American Spice Trade Association
Holly Buchanan	Buchanan Trading Inc.
Gaspare Colletti	Les Aliments Cell Foods Inc.
Stephane Carret	Continental Ingredients
Brian Petracek	Dandilee Spice Corp.
Frank Steduto	First Spice Mixing Company
Wendy Burggraf	Halford-Lewis Ltd
Linda Iorio	Halford-Lewis Ltd.
Lisa Gay	Hela
Ryan Bunn	Hela
Ranjani Munasinghe	Kurundu Ltd.
Doris Valade	Malabar Super Spice Company
Anthoy Gene	Le Cie McCormick Canada
Gail Wilson	Newly Weds Foods Co.
Petr Boucek	Newly Weds Foods Co.
Robert LeGuillou	Sensient Dehydrated Flavors Canada
Michael Garcia	Shashi Foods
Stephen Zener	Spice (Canada) Inc.



Al Frittenburg	The Ingredient Company
Jim D'Hondt	Thomas, Large & Singer
Susanne Jones	Wiberg Corporation
Karen Bright	Werner Phillips Int'l Corp.

### 1. Welcome and Call to Order

Gaspare Colletti welcomed all CSA members present to the 71<sup>st</sup> Annual General Meeting. He noted that a quorum was present and called the meeting to order, as duly constituted. Gaspare began the meeting by introducing our guest speakers, Mark Burgham of the CFIA and Keith Mussar of Keith Mussar and Associates. Attached to these minutes are copies of each of the speaker's presentations.

### 2. American Spice Trade Association (ASTA) Presentation

Cheryl Deem thanked our Association for the invitation to attend our 71<sup>st</sup> Annual Meeting. Cheryl provided an update on ASTA's activities over the past year, covering topics including: Food Safety Modernization Act; the second RFR report; CDC meeting and outcomes; ASTA transition to Verto Solutions. A copy of Cheryl's presentation is attached to these minutes.

### 3. Review of Minutes of the May 2011 Annual Meeting held in Kingston, Ontario

Gaspare asked all members present to review the minutes of the 70<sup>th</sup> Annual Meeting. He asked if there were any changes, additions or deletions. None were noted by the members present. A motion to accept the minutes as presented was made by Stephane Carret, seconded by Petr Boucek. **All in favour, motion passed.**

### 4. Officer's and Committee Reports

#### i. President's Address

Gaspare stated that the previous speakers have demonstrated that the CSA has been successful at opening the door and creating a direct link to the CFIA and other government agencies. He stated that he was particularly pleased that headway was being made on Division 7 revisions, and that he felt the upcoming changes would bode well for the CSA and its members. He is pleased that we will soon receive an official letter from the CFIA indicating that appropriate re-drafting of Division 7 will occur. Gaspare then thanked all committee members involved in this work for their hard work.



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### ii. Treasurer's Report

Petr Boucek took the group through the current financial situation. He is confident that the current membership fees will cover all anticipated expenditures for the coming year. The report as presented at the meeting is attached to these minutes. A motion to accept the report as presented was made by Stephane Carret, seconded by Holly Buchanan. **All in favour, motion carried.**

### iii. Convention Report

Wayne Farrell presented a brief overview of the 2012 Convention, including meeting format, attendance figures and agenda. He thanked the committee members, in particular Susanne Jones, for the work done in preparation for the meeting. He noted that attendance was very strong, with 25 registered members representing 21 member companies. He also welcomed Karen Bright of Werner Phillips Int'l Corp. as a potential new member. Frank Dobson made a motion to accept the presentation, seconded by Frank Steduto. **All in favour, motion passed.**

### iv. Industry Relations Report

Holly Buchanan presented for the committee. Holly had the opportunity to attend the World Spice Congress in Pune, India in February of this year. While there, she also represented the CSA at the IOSTA meeting. IOSTA is the International Association of Spice Trade Associations, including the CSA, ASTA and others. The member associations share their regional issues/concerns. It was agreed that the associations would continue to develop GAP (Good Agricultural Practices), which the CSA Technical group has contributed to. Most notable is that the CSA has been elected chair of IOSTA for the next two years. Holly went on to explain that the WSO also sits on IOSTA, and then further explained their role in the group, as well as their goals. Holly suggested that we consider a membership with the WSO, and more details will be available in November as some of our members evaluate this suggestion. Holly sees value in both IOSTA and WSO, as IOSTA tends to discuss and formulate direction at a higher, more governmental regulatory level, whereas the WSO operates more at the farm or producer level. Holly then went on to discuss membership costs and annual fees. At the close of the discussion Holly made a motion to accept the minutes as presented, seconded by Doris Valade. **All in favour, motion passed.**

### v. Technical Presentation

Anthony Gene presented this year's report, as Tiina and Donna were unable to attend this meeting. The entire presentation is attached to these meeting minutes. Topics discussed included: Committee objectives; Importer Licensing; Sodium Reduction Strategy; Allergen Labelling Regulations; Chemical Management Plan; Division 7. A copy of the complete presentation is attached to these minutes. Frank Steduto made a motion to accept these minutes as presented, seconded by Rob LeGuillou. **All in favour, motion carried.**



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## 5. Slate of Nominees for CSA Director's 2012/13

Frank Steduto presented the slate of nominees for Director's in 2012/13. He asked for any additional nominations from the group, and none were received. The slate of nominees is included as an attachment to this report. Frank Steduto then made a motion to accept the slate of nominees as presented, seconded by Holly Buchanan. **All in favour, motion carried.**

## 6. New Business

Holly Buchanan updated the group concerning the relatively new WSO – World Spice Organization. She commented on the quality of written material she was receiving as a member company, and suggested that the CSA might benefit from the information available. After discussion, it was decided that a number of members would evaluate the WSO website and give us their opinion as to whether they feel that a CSA membership could benefit our members. The volunteers are to report back at the upcoming November meeting. These members include the following: Lisa Gay, Holly Buchanan, Doris Valade, Steve Zener, Frank Steduto, Rob LeGuillou.

## 7. Meeting Adjournment

Gaspare Colletti thanked everyone present for a successful meeting, then motioned for the meeting to be adjourned. This was seconded by Anthony Gene. **Motion carried unanimously.**