

Draft Minutes CAHPI- Atlantic-Truro November 23, 2009

Meeting Opened By Blaine Swan at 9:00 AM

Roll Call: (attendee list)

Sam Lorefice, Rod MacKinnon, Steven Manuel, Robert MacArthur, Jason Matheson, Scott Maclean, Dale Mullen, Greg Rhyno, Marc Rubarth, Phil Rubarth, Roger Balderston, Thomas Bogi, Phil Brun, Ryan Ervanowitz, Mike Derrah, Scott Davis, Armand Dufresne, Stephen Garland, Terry Gordon, Perry Gillingham, Stephen Hall, Brian Hutchinson, James Kane, Norm LeBlanc, Ray Chevarie, Shawn Green, Blaine Swan, David Hunt, Bruce Hennessy, Chuck Crocker, Lawrence Englehart, Doug Wheatley, Bertrand Gaudet, Ron Duchesne , Cyril Des Jardins, Eddy Crocker Jr. Roger Green, Suzanne Clark, Julie Peck, Ian MacDougall, James Kane, Pierre Albert (8), Carl Thorne(8), Brian Kohler(8), Allan Thompson, Allan Dempsey, Stephen Hynes, Chuck Crocker, Marc Levesque

Motion to accept Minutes from September 21 12/8/09 previous meeting.
Accepted as is: First. Rod MacKinnon, Second : Dale Mullen, Carried

Reports

President - Blaine Swan

- apologised for the change in the meeting location. Facility not available in Amherst, so some members had to travel further.
- several members from CAHPI-Atlantic have been added to the CAHPI National Honour Roll: Sid Can, Charles Wood, Blaine Swan, Dale Mullen, Michael Guihan Congratulations to all.
- Blaine attended CAHPI-National conference / AGM some proposed changes to By-Laws were discussed and amended.
- Blaine was the recipient of the President's Award.
- some on-line meetings are coming up that he will take part in.
- feedback from CAHPI presidents meeting is that our conference was well enjoyed by attendees and participants.
- CAHPI Atlantic membership has grown to 72.
- we are in good shape financially, we have about \$54,000 on hand and our forecast is to reach \$70,000 for next year.
- we now are ready to launch our new web site.
- We have had a very productive year, more participation from members in getting things done. People more committed to our association's goals and the tasks ahead.

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Vice-president-Brian Hutchinson

- incorporation process well under way
- requires we make some minor changes to our By-laws
- the incorporation requires approval of The Minister of Consumer Affairs, so we have based our By-laws on core requirements, which leaves some ability to make changes to our operating structure and membership requirements without seeking new approvals each time.
- lobbying activities for licensing of inspectors is going on in all Provinces
- at the Montreal convention, we are perceived as a group that gets along well within and with fellow chapters across Canada.
- Next National Conference will be held in Kelowna, B.C.

Treasurer-Sam Lorefice

- Sam now chairs the Finance committee.
- he has , on our behalf, hired a book keeper to handle our accounting tasks. Sam will now focus on our finances, banking, collections.
- we have budgeted for a “Marketing (Branding”) campaign for our association.

Secretary- Armand Dufresne

- minutes of our meeting will now be posted on our web site, in the members only side.

Committee Reports

Strategic Planning- Blaine

Meeting of the committee was held in Truro on Nov. 6 & 7 .

- some changes proposed and to be done regarding our operation, structure and procedures.
- Handbook for members being prepared
- an honorarium for our President position of \$400 per day to max of \$4000 per year, for days away from business when attending meeting on our behalf, was proposed and agreed to by the committee.
- proposed changes to our designations were made and agreed to.
- AHI will become Student Member (Non Practicing)

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- PHI will become Associate Member
 - RHI will remain Registered Home Inspector
 - This is being done to align ourselves and be compatible with other Provincial Associations I.e. BC.
 - Student members will need to progress to next level within 2 years of joining.
 - There will be a time limit of 5 years with a 3 year review, that a member may stay at the Associate level.
 - Registered home inspector will be reviewed each 5 years. A TIPR will be part of the renewal and progression requirements
 - Members must move forward by completing prescribed training and other required activities to maintain their membership/designations.
 - This is a very important part of licensing norms.
 - a “Corporate book of Records“, minutes, documents, By-laws, etc. is being acquired and will be maintained by our secretary.
 - we are looking at accredited training providers to insure standards are met for different programs. We agreed that we will let the exam results decide the quality/outcome for various courses out there.
 - there are exams available from BC that we could use for our purpose.
 - funding of \$10,000 has been allocated for a Branding project to improve awareness and importance of our association in protecting the consumers in the process of purchasing homes.
 - Lawrence will announce and give overview of our new web site today.
 - Blaine attended a presentation along with the PEI members, that they had with the PEI Real Estate Association.
- Steve will report on results of meeting.
- our Registrar will now chair the membership committee and be an elected member of the BOD.

Education- Norm for Ed Poirier

- course is planned, contact Ed for specific dates and locations.
- a proctored CAPHI exam is now available on last day of the defect course.
- Question from John Mitchell, would licensing be portable across Provinces? you may need to meet some local criteria.

Public Relations-Lawrence

- Project on “ Branding CAHPI Atlantic “ has been initiated.

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-this will focus on methods to promote ourselves to the public and how we want to be perceived. Some slogans/ideas being looked at.

Website- Lawrence Englehart:

- website goes live today.
 - Lawrence gave an overview of how it works and how members can access and update their info/profiles. People need to load their photos.
 - Nova Scotia Real Estate Commission has a link to our site.
 - there is a policy of reciprocity for links, if you link to our site you must also have a link back to us.
 - part of the marketing project is to look at ways of getting more hits (people visiting our site) I.e. buying key words.
 - he would appreciate more help from members in building content.
 - we are looking at getting use of some industry libraries that would be helpful to all of us in support of our inspection activities.
 - Blaine suggested we could add info or an online course for realtors that they could use as a credit for their training. Draw them to our site.
 - also watch what you have on your web sites, we want to insure you are tied to appropriate associations and that you are indicating your proper designations.
 - there was a suggestion that we should have searching by postal code.
- Not now: Lawrence indicated that it would be more complex to do. Maybe down the road.
- we can use our website to raise awareness and improve public relations.
 - Blaine mentioned that CAHPI National will soon have an email broadcast system that we can use to get our message out to target groups.

Report from Members Large

Steve Manuel- for PEI

- presentation was made at meeting of PEI realtors, about what to expect during an inspection. Methods and standards. Good response from agents.
- meeting with Cultural Affairs re licensing of home inspectors. They liked the idea of licensing. They feel it is needed and they were happy to hear that it maybe soon be required.
- they were well informed about and had good feedback about CAHPI.
- a building code for PEI is expected to be adopted next year.

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- they had some questions about our complaint process
- what should consumers expect from our complaint process?
- Is E&O mandatory for our members?
- are we trained to talk to public?
- could realtors get into trouble for recommending only CAHPI inspectors.
- another meeting is planned with Consumer and Cultural Affairs in January 2010. They will want more info.

Dale Mullen, mentioned that we should have a good information package with us when meeting with such groups and be well prepared to answer some tough questions.

- PEI members will be attending a Liberal Party Xmas event.
- PEI members having a meeting Dec. 06.

New Brunswick- Norm Leblanc

- will be having meeting next Monday with MLA and local building Authority, and Blaine is invited to attend.
- Norm did an inspection for Live at Five reporter, Waiting to see the outcome, might be some publicity for us.
- letter being sent to Premier's office to lobby support for licensing.
- Norm has a email address list for realtors in NB and NS, plan to send out some type of letter and info to realtors.
- he needs involvement help from fellow members in making government contacts and getting our message out.

New Business and Discussions

Blaine requested agreement from members present to table a motion that would be voted on at our AGM " To Adopt the new By-laws, as have been circulated" Consensus was to go ahead with motion vote at our AGM.

Discussions and question on new By-laws and proposed designations/rules.

- Blaine went over proposed changes to designations and time lines for members to complete training and other requirements.
- new rules would start Jan 01, 2010. Provided the by-laws are adopted at the AGM
- after Jan 01, 2010 current applicants(student) will have 2 years to progress to Associate level??
- student member, will be non voting, not listed on our website with no advertising or logo privileges

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- reduced fees for student will be considered. TBA
- Brian, Looking at mentoring for students
- members may have the option of doing a TIPR in lieu of doing 100 inspections, so RHI could be granted based on 150 plus a TIPR (with a local examiners), the other current requirements remain the same.

Question(Ian MacDougall) about how often Defect courses are available

- at least 2 per year are planned.
- based on new rules someone may come into the association at different levels depending on their background.
- Blaine, yes, currently the BC model allows this based on tests to gain entry level. We would consider doing the same thing.

Question from Julie Peck about mentoring. She found that the years of mentoring she had was good for her, but asked if there would be a way to mentor under more than one RHI, to expose students to different approaches and methods used for inspecting.

- Blaine, this is a good idea and could be done. TBA
 - also our new members forum on website should be of help
 - members will be required to sign an agreement document each time of renewing their membership, agreeing to comply to our code of ethics, standards of practice, rules/regulations, and By-laws of our association..
 - Blaine noted that RHI renewal every 5 years, would do a TIPR.
 - accredited training , we will let exam results determine if courses offered are good or bad.
 - our TIPR would count toward National Certification and vice versa.
 - Blaine talked about law suite against BC inspector \$190,000 approx. Inspector gave an estimate of \$20,000 for repairs, contractor came in at \$250,000. Judge ruled that the inspector's estimate was low and that the inspector had not done a thorough inspection and missed more major defects.
 - Be careful about giving an estimate very risky practice and beyond our standards.
 - BC Legal Benefits Plan E&O insurance policy is they defend/fight all cases.
 - The insurance is now available for any CAHPI member.
- Some of our members have joined. Blaine will Email info to us.

-Part 9 training is available via your local building officials. We are making a start on designing our own.

- we are having binders made up for members use, these will contain relevant

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information about our association's policies/by-laws and Designation requirements for each member. Members should keep all their pertinent documents in this binder.

- a member asked if we would consider a reduced membership rate for student level and for those coming in late in the year.
- Blaine indicated we would consider it. TBA next meeting.

Presentation by group from Power Vac.

Ian Hyson, Wendy Mitton, Chad Swift.

- talked about asbestos, mold, and vermiculite abatement processes and concerns, cleaning of HRVs, Ducts, etc.
- suggested we always look for certified/licensed technicians when dealing with these issues.

Next Meeting

Our AGM will be in Halifax on Saturday, January 23, 2010.

- Terry Gordon agreed to make arrangements, room, etc for the meeting.
 - we maybe be able to perform a TIPR and other training at time of AGM.
- Blaine looking into possibilities.