

# **FUNERAL BOARD OF MANITOBA**

## **MINUTES**

**APRIL 25, 2014**

**PRESENT:** Janine Ballingall Scotten, Beth Rutherford, Darin Hoffman, and Susan Boulter

**REGRETS:** C. Fred Olds, Bob Clarke

**GUESTS:** John Delaney

**I. Approval of Agenda**

Moved by: Darin Hoffman  
Seconded by: Beth Rutherford  
Motion carried

**II. Approval of February 21, 2014 minutes (approved with changes)**

Moved by: Darin Hoffman  
Seconded by: Beth Rutherford  
Motion carried

Approval of March 21, 2014 minutes (approved with changes):

Moved by: Janine Ballingall Scotten  
Seconded by: Beth Rutherford  
Motion carried

**III. Inspectors Report:**

- a. Inspector provides current 2014 statistics:
  - i. There are four open complaint files; and
  - ii. Seven open administrative inquiry files.
  - iii. The complaints that the Board is currently receiving are more serious than in previous years.
- b. Complaint Files
  - i. **Administrative Inquiry: #AI2014-03**  
Inspector recommends that they go to hearing for breach of working without a licence.  
Moved by: Janine Ballingall Scotten  
Seconded by: Darin Hoffman  
Motion carried
  - ii. **Administrative Inquiry: #AI2014-04**  
Inspector recommends that they go to hearing for breach of working without a licence. Unlicensed due to late proof of continuing education.  
Moved by: Beth Rutherford  
Seconded by: Darin Hoffman  
Motion carried
  - iii. **Administrative Inquiry: #2013-20**  
Postponed until next meeting  
Moved by: Beth Rutherford  
Seconded by: Janine Ballingall Scotten  
Motion carried

iv. **Complaint: #2014-01**

Recommendation no further action and suggests a letter be sent to the profession.

Moved by: Beth Rutherford

Seconded by: Janine Ballingall Scotten

Motion carried

**ACTION:** Chair to draft letter to discuss with the complainant.

**IV. Chair's Report:**

- c. Chair advises the Board about a news article where the Ontario Law Society declined accreditation of a school and that she sent an inquiry to the Ontario Law Society for more information.

**V. Administration:**

- a. Letter from Manitoba Funeral Services Association President – The Board reviews the letter and discusses a response. A letter should be sent to the profession as soon as possible.

Moved by: Darin Hoffman

Seconded by: Janine Ballingall Scotten

Motion carried

- b. Email from Lee Barringer with two issues
  - i. No disclosure of cause of death when there are communicable/infectious diseases.
  - ii. Report of breaches – wants to know if there is “whistle blower” protection

The Board wants to ask Licensee to clarify if his questions to the Board are from himself as a Licensee or from the Red River College students.

- c. Gary Carmichael: wants to know if he can dispose of cremated remains. The Board suggests that it is a business choice; as long as it's in his General Price List and the Act is followed regarding the two year clause.
- d. Jeff Dubois: Email discussed and response to be drafted by the Chair.

Moved by: Beth Rutherford

Seconded by: Janine Ballingall Scotten

Motion carried

**VI. Continuing Education:**

- a. Accrediting Courses – Hospice & Palliative Care Annual Conference should be added to the list

Moved by: Beth Rutherford

Seconded by: Janine Ballingall Scotten

Motion carried

- b. Accrediting MFSA – “How May I Assist You”

Moved by: Darin Hoffman

Seconded by: Beth Rutherford

Motion carried

- c. Accrediting the ICCFA Annual Convention

Moved by: Darin Hoffman

Seconded by: Janine Ballingall Scotten

Motion carried

Chair advises the Board that the Canadian Regulators meeting and Funeral Services Association Conference will be held in St. John's NF at the end of May. Chair recommends that the Board's inspector attend and asks which members may be interested in attending. Janine Ballingall-Scotten volunteers and suggests C. Fred Olds may be interested

Motion to attend: Beth Rutherford  
Seconded by: Darin Hoffman  
Motion carried

**VII.** Licensing:

a. Michelle Martel – application is reviewed and motion to send licence is;

Moved by: Janine Ballingall Scotten  
Seconded by: Beth Rutherford  
Motion carried

**VIII.** Hearing is scheduled for May 8, 2014. Discussion of who will be attending as panel members. Motion to have Bob Clarke and Beth Rutherford.

Moved by: Janine Ballingall Scotten  
Seconded by: Beth Rutherford  
Motion carried

A member asks if MC Delandes Monument Company has asked if it could be given time at the next meeting to discuss concerns with *The Cemeteries Act*. The Board agreed to hear its concerns. Chair suggests inviting Kevin Danner, Director of Research and Planning who is providing assistance in the review of *The Cemeteries Act* be invited as well.

Board members discuss the payment of fines and suggest drafting a policy to indicate fine payments should not be allowed as timed payments.


Members also want to issue press releases after hearings.

Moved by: Janine Ballingall Scotten  
Seconded by: Darin Hoffman  
Motion carried

Meeting Adjourned: 12:00pm

Next meeting: May 16, 2014

  
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Chair

  
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Date