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Date: Wednesday, June 12th, 2019
Location: Université de Sherbrooke
Building: Centre Culturel (B3)
Room: Maurice-O'Bready
Sherbrooke, QC

Time: 6:00 – 6:45 PM

Meeting Agenda

1. Introductions
2. Approval of Agenda
3. Approval of minutes from Manitoba 68th Annual General Meeting, June 20, 2018
4. Matters arising from 68th Annual General Meeting report
5. President's Report – Marie Elliot
 - a. Faculty Representatives
6. 1st Vice President Report – Janet Hill
 - a. Identifying and encouraging female researches to be nominated for the society awards lectures.
7. Past President Report – Andrew Lang
8. Secretary Treasurer's report – Mohan Babu
 - a) 2019 Budget Presentation
– **Motion** to approve the presented budget
 - b) 2018 Audited Financial Statement Presentation
– **Motion** to accept the audited financial statement

– **Motion** to approve current and future signing officers
 - c) Membership Report
 - d) CSM Website Report
9. Meetings' Secretary's Report – Chris Yost
 - a) Profit Sharing
 - b) LOC Guidelines

10. Meetings Conferences and Workshops
 - a) Report on 2018 conference – Ann Karen Brassinga, Ayush Kumar & Ivan Oresnik
 - b) Report on 2019 conference – Vincent Burrus and Louis-Charles Fortier
 - c) Report on 2020 conference – Cezar Khursigara and Kari Dunfield
 - d) Future Conferences & Workshops – Tanaka Takuji
11. Post Doctoral representative’s report – Stephanie Jones
12. Student representative’s report – Olivia Ihedioha
13. New Members of the Executive & Council – Marie Elliot
14. Reports from the sections
 - a) *Applied Environmental Microbiology* – Steven Short & Laura Hug
 - b) *Infections and Immunity* – Sebastien Faucher and Georgina Cox
 - c) *Molecular Genetics and Cellular Microbiology* – Tracy Raivio & Alex Hynes
15. Reports from committees
 - a) Education and Careers Committee – Josh Neufeld, Denice Bay & Dawn Bignell
 - b) FOME – Tanya Noel & Josie Libertucci
 - c) Awards Report
 - i. *CSM Murray Award for Career Achievement* – William Mohn
 - ii. *Fisher Scientific Award* – Andrew Lang
 - iii. *Armand Frappier Award* – Joe Harrison
16. Reports from representatives to outside organizations
 - a) *Canadian Journal of Microbiology* – Chris Yost & Kari Dunfield
 - b) *International Union of Microbiological Societies* – Virology – Rodney Russell
 - c) *International Union of Microbiological Societies* – Mycology - Jennifer Geddes-McAlister
 - d) *International Union of Microbiological Societies* – Bacteriology – Charles Dozois
 - e) *International Committee on Taxonomy of Viruses* – Andrew Lang
 - f) *Biological & Chemical Defence Review* – Jon van Hamme
 - g) *ASM International Membership Comm. & Ambassador to Canada* - Christine Szymanski
 - h) *ASM Young Ambassador to Canada* – Agatha Jassem
 - i) *Partnership Group in Science and Engineering* – PAGSE – Thienny Mah



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Tel: 613 421 7229 E-mail: info@csm-scm.org
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Date: Wednesday, June 20th, 2018
Location: University of Manitoba,
Killarney Room 210 University Centre
Winnipeg, MB

Time: 5:00 – 6:00 PM

Meeting Agenda

1. Introductions
2. Approval of Agenda
3. Approval of minutes from Waterloo 67th Annual General Meeting, June 20, 2017
4. Matters arising from 67th Annual General Meeting report
5. President's Report – Andrew Lang
6. 1st Vice President's Report – Marie Elliot
7. Past President's Report – Christine Szymanski
8. Secretary Treasurer's report – Mohan Babu
 - a) 2018 Budget
 - b) 2017 Audited Financial Statement
 - c) Membership Report
 - d) CSM Website Report
9. Meetings' Secretary's Report – Chris Yost
10. Meetings Conferences and Workshops
 - a) Report on 2017 conference – Josh Neufeld & Laura Hug
 - b) Report on 2018 conference – Ann Karen Brassinga, Ayush Kumar & Ivan Oresnik
 - c) Report on 2019 conference – Vincent Burrus and Louis-Charles Fortier
 - d) Future Conferences & Workshops Takuji Tanaka
11. Post Doctoral representative's report – Stefanie Vogt
12. Student representative's report – Rhiannon Wallace
13. New Members of the Executive & Council – Andrew Lang

14. Reports from the sections
 - a) *Applied Environmental Microbiology* – Steven Short & Laura Hug
 - b) *Infections and Immunity* – Sebastien Faucher and Georgina Cox
 - c) *Molecular Genetics and Cellular Microbiology* – Shawn MacLellan & Tracy Raivio

15. Reports from committees
 - a) Education and Careers Committee – Josh Neufeld, Teresa de Kievit & Denice Bay
 - b) FOME – Tanya Noel & Josie Libertucci
 - c) Awards Report
 - iv. *CSM Murray Award for Career Achievement* – Janet Wood
 - v. *Fisher Scientific Award* – Chris Yost
 - vi. *Armand Frappier Award* – Lori Burrows

16. Reports from representatives to outside organizations
 - a) *Canadian Journal of Microbiology* – Chris Yost & Kari Dunfield
 - b) *International Union of Microbiological Societies Virology* – Rodney Russell
 - c) *International Union of Microbiological Societies* – Mycology – Jennifer Geddes- McAlister
 - d) *International Union of Microbiological Societies* – Bacteriology – Charles Dozois
 - e) *International Committee on Taxonomy of Viruses* – Andrew Lang-
 - f) *Biological & Chemical Defence Review* – Jon van Hamme
 - g) *ASM International Membership Comm. & Ambassador to Canada* – Christine Szymanski
 - h) *ASM Young Ambassador to Canada* – Agatha Jassem
 - i) *Partnership Group in Science and Engineering* – PAGSE – Thienny Mah

Minutes

Participants:

S. Booth, E. Spasov, D. Beck, W Navarre, A. Moore, A. Lang, M. Elliot, K. Tahlan, N. Silue, H. Yu, J. Bergsveinson, A. Williams, M. Akter, J. Russell, B. O'Connor, N. Mahmud, K. Gray, A. Hynes, L.C. Fortier, V. Burrus, H. Shehata, M. Hynes, S. Crépin, O.A. Aiyegoro, D. Bignell, S. Harris, S. Jones, T. Tanaka, C. Dozois, T. Mafa-Attoye, H. Sanderson, D. Roberts, A. Kumar, A. Pillai, A. Brassinga, M. O'Sullivan, Y. Alsaadi, C. Graham, K. MacKenzie, C. Soutar, Z. Ahmedseidi, C. Freeman, N. Wathugala, M. Serville, J. Neufeld, A. Murdock, M. Guimond, S. Vogt, M.L. Lemay, S. Loignon, A. Renaud, E. Golkhandan, T. Noel, J. Lau, C. Yost, T. Raivio, S. Short, B. Head, S. Kim, N. Mahrous, I. Moses, K. Sharma, N. Ricker, G. Korfanty, I. Raymond, K. Kasper, M. Nieland, N. Linton, J. Gaiero

1. Introductions

Andrew Lang, CSM President, introduced members of the Executive participating in the meeting: Marie Elliot, Janet Hill, Mohan Babu, Stephanie Vogt and Chris Yost.

2. Approval of Agenda

Motion: Alex Hynes made a motion to approve the agenda, Takuji Tanaka seconded the motion, all in favour, agenda approved.

3. Approval of minutes from Waterloo 67th Annual General Meeting, June 20, 2017

Motion: Andrew asked if there were any changes to the minutes, no changes were identified. Janet Hill made a motion to approve the 67th Annual General Meeting Minutes, Ivan Oresnik seconded the motion, all in favour, minutes approved.

4. Matters arising from 67th Annual General Meeting report

Andrew Lang stated that all matters arising from the 67th Annual Meeting would be discussed in the current agenda.

5. President's Report – Andrew Lang

Andrew presented the President's report. He thanked Christine Szymanski, Stefanie Vogt, and Rhiannon Wallace who will be leaving the executive. Andrew thanked the 2018 University LOC chairs for organizing such a fantastic event. The success of the conferences is what makes the society vibrant. He commented that the conference was half way through and everything was going well. He also thanked Chris Yost, the education committee and sections' chairs and Vice chairs for their services to the conference. One of the many indicators of the health of our society was that people are eager to bring the conference to their campus. He acknowledged Wafaa Antonious, CSM Secretariat role in the society. He stated that CSM will not function without her and we would like to thank her for her services.

CSM started a new initiative offering 20 travel awards in the amount of \$250 each.

6. 1st Vice President's Report – Marie Elliot

Marie submitted the written report, encouraged everyone to read it. She presented the newly created terms for the Armand Frappier Award. The Executive and the Council members discussed the terms.

Action: Marie will provide Wafaa with the Armand Frappier terms of reference to post on the awards page.

7. Past President's Report – Christine Szymanski

Andrew stated that Christine unfortunately could not attend the conference. She will stay involved in the society's activities and council by serving as the ASM representative.

8. Secretary Treasurer's report – Mohan Babu

a) 2018 Budget

Mohan presented the budget. The budget is for 2017 & 2018. He presented the highlighted numbers. The current membership revenue is \$38,374. We have moved the award income from the annual conference to the operating budget. We secured 17 years of support for the Knowles prize. As for the website development and maintenance, we are working on reducing it in future years. Then he went through the expenses for the various awards. New this year, there are 20 travel awards of \$250 each. If CSM maintains a healthy financial status, we can then provide additional awards and initiatives. We support other meetings and student events. We are estimating the speakers expense to be \$17,600 and this might end up to be less.

2017 Waterloo Conference was successful logistically, scientifically and financially. And made one of the highest net profits. The current funds in the investment account is \$367,128. Included in that amount are over \$100,000 which are conference revenue invested until conference expenses become payable after the conference.

Motion: Charles Dozois made a motion to approve the presented budget, Denice Bay seconded the motion, all in favour, budget approved.

b) 2017 Audited Financial Statement

Mohan then presented the audited financial statement for 2017 prepared by Mrs. Andrea Poole. He went through the various reports.

Motion: Michael Hynes made a motion to accept the audited financial statement, Ayush Kumar seconded the motion, all in favour, audited financial statement accepted.

Motion to approve current and future signing authorities

Mohan listed the current signing authorities as Wafaa Antonious, Mohan Babu and Andrew Lang, future signing authorities as Marie Elliot and Janet Hill.

Motion: Alex Hynes made a motion to approve the current and future signing authorities Trevor Moraes seconded the motion, all in favour, signing authorities approved.

Ayush asked if the \$45,291 net profit was included in the \$9,146 that would be given to the LOC. Wafaa explained that after the CSM books are audited, CSM retains \$27,000 from the conference profit and split any balance above it 50%: 50% with the LOC. Mohan confirmed that the \$9,146 that would be given to the 2017 LOC was included in the \$45,291 amount. Mohan added that Chris was heading a committee to review the LOC profit sharing procedure.

Notes to the minutes: \$25,000 is the base amount that CSM retains before splitting the balance of the profits.

c) Membership Report

Mohan presented the membership report and the highlighted numbers. There are a good number of members who renewed for 2 years. The conference location affects the membership renewal, the number of members from Ontario increased in 2017 and those from Manitoba increased in 2018.

d) CSM Website Report

Mohan stated that unfortunately he could not provide the website report because the server was changed. The current server was not setup to provide webpages statistics. The webmaster recently linked CSM webpages with Google Analytical.

9. Meetings' Secretary's Report – Chris Yost

Chris asked if there were any comments about the conference. He apologized for some of the issues with the emails related to the abstract as it was his first year to serve as the Meetings' Secretary. He encouraged the members to send him feedback, comments and any suggestions for improvements. He then explained how he arranged for the travel awards. He used a number generator to pick the award winners and had to do a couple of changes to make sure people are not from the same lab. The travel awards were in response to the survey Christine Szymanski conducted asking the members what initiatives they would like CSM to take now that it is in a good financial position.

He then stated that he would be creating and chairing an adhoc committee that would include Marie and past, current and future LOC chairs to review the LOC guidelines and profit sharing. The reason behind revisiting the LOC profit sharing formula is that CSM Executive would not want the LOC to feel that they have to make huge profits for the society, that is not what the conference is intended for. They will have their recommendations for profit sharing by April 1st,2019 and will send them to the membership for a vote.

10. Meetings Conferences and Workshops

a) Report on 2017 conference – Josh Neufeld & Laura Hug

Josh and Laura presented the 2017 Waterloo report. 470 registrants from 12 countries other than Canada participated in the conference. CSM financial books including the conference underwent the annual audit. 2017 LOC decided to share \$2,500 and thanked the CSM Executive for matching that amount to secure ten years more in support of the Knowles Post Doctoral Prize.

Andrew, CSM President, stated that we had 4 future meetings planned, he felt that the society was doing a great job. He added that the 2017 Conference was a success not for the profits that it made, but for the quality of the meeting. It is great that it helped the society not to lose money.

b) Report on 2018 conference – Ann Karen Brassinga, Ayush Kumar & Ivan Oresnik

Ivan stated that he had nothing to add to the written report.

c) Report on 2019 conference – Vincent Burrus and Louis-Charles Fortier

Andrew stated that it was almost ten years when the society organized a conference in Quebec, if we don't count the 2014 IUMS. He added that the following year conference would be hosted by the University of Sherbrooke. He added that the two co-chairs were in attendance of the AGM and asked if they were any information they would like to add to the written report. Vincent encouraged the attendees to go to the conference invitation which would be presented the following day. Andrew added that it was very clear that they were well advanced in their planning, it was promising to be a successful conference and a great chance to see a beautiful part of our country.

d) Future Conferences & Workshops Takuji Tanaka

Takuji explained that he was responsible to find future locations for CSM conference. He encouraged the attendees to respond to him when he approaches them for hosting future CSM Conferences. Andrew listed the future CSM conferences locations, in 2019 the conference will be hosted at the University of Sherbrooke, 2020 University of Guelph, 2021 University of Dalhousie and 2022 University of Western Ontario.

11. Post Doctoral representative's report – Stefanie Vogt

Andrew stated that Stefanie Vogt was the first PD representative to sit on the Executive committee and it was great to have her as part of the Executive committee. He added that she worked with Josh on organizing the guidelines for the PD symposium and she also organized the ASM Student Network event at the 2018 Conference. Stefanie said that she had nothing to add to the written report.

12. Student representative's report – Rhiannon Wallace

Andrew stated that Rhiannon was finishing her PhD and that was why she could not attend the conference. He added that Rhiannon and Stephanie Jones who will be the incoming PD rep were very active on the society social media.

13. New Members of the Executive & Council – Andrew Lang

Andrew welcomed new members of the executive, Ayush Kumar from University of Manitoba will join as the Second Vice President, he served on the CSM Executive previously as Secretary / Treasurer. Stephanie Jones, McMaster University, who is the 2018 Armand Frappier Award winner will serve as the PD Representative, Olivia Ihedioha, University of Saskatchewan as the Student Representative.

14. Reports from the sections

Andrew stated that the society has 3 sections. He then introduced the three sections' Chairs and Vice Chairs. All three sections did not have anything to add to the written submitted reports.

a) *Applied Environmental Microbiology* – Steven Short & Laura Hug

b) *Infections and Immunity* – Sebastien Faucher and Georgina Cox

c) *Molecular Genetics and Cellular Microbiology* – Shawn MacLellan & Tracy Raivio

15. Reports from committees

a) *Education and Careers Committee* – Josh Neufeld, Teresa de Kievit & Denice Bay

Josh stated that the Education Committee was one of the busiest committees in the society. It is responsible for the poster competition, student symposium competition and PD Symposium. The Section Chairs and Vice chairs choose 8 abstracts from each section for the poster competition for a total of twenty four. Four abstracts from each section were chosen for the Student Symposium Competition for a total of twelve. 6 abstracts were selected to present at the PD symposium. Seven nominations were received for the Undergrad Awards, six were awarded. For the Undergraduate Award, the student has to write a one page article. He encouraged the attendees to encourage their students to submit articles for the Undergraduate Awards. Two out of the three nominations were chosen for the Ambassador Award.

Part of the Education Committee responsibility is organizing the professional workshop. He reported that the 2018 Professional workshop went well. The Trio (Josh, Denice and Teresa) will stay on for 2019 but will need to start a succession plan. They need to find a student rep and a PD to serve on the education committee. He acknowledged Joseph Lemire, Dawn Bignell and Naowarat (Ann) Cheeptham the other three members of the Education Committee for their support.

b) *FOME* – Tanya Noel & Josie Libertucci

Tanya reported that everything went well and everyone showed up at the workshop. She and Josie will work on a transition plan.

c) Awards Report

i. **CSM Murray Award for Career Achievement – Janet Wood**

Andrew stated that the Murray committee was chaired by Janet wood and it was a difficult decision as five very good nominations were received. Gregory Reid, Western University was chosen and will present his talk the following day.

ii. ***Thermo Fisher Scientific Award* – Christine Szymanski**

Andrew reported that Christine chaired the Fisher Award Committee, Andrew Doxey is the 2018 Thermo Fisher award winner.

iii. ***Armand Frappier Award* – Lori Burrows**

Andrew said that Lori Burrows chaired the Armand Frappier Committee, Stefanie Jones was chosen as the 2018 Armand Frappier Award winner and will be presenting her lecture the following day.

16. Reports from representatives to outside organizations

a) Canadian Journal of Microbiology – Chris Yost & Kari Dunfield

Andrew stated that Chris Yost and Kari Dunfield were the co-editors of the CJM and provided one of the longest reports. Chris encouraged the attendees to read the report which also includes information about the Canadian Science Publishing (CSP). Chris: This year we organized a workshop and limited it to 30 participants, it went well. We are looking for the feedback and comments to find out how to make it better. CJM is the CSM society journal. The CSP does give back to the society. We need to particularly approach post docs and students and ask them what do they want their society journal to look like in the future. We will organize another workshop at the CSM 2019 Sherbrooke Conference.

b) International Union of Microbiological Societies Virology – Rodney Russell

c) International Union of Microbiological Societies – Mycology – Jennifer Geddes- McAlister

d) International Union of Microbiological Societies – Bacteriology – Charles Dozois

e) International Committee on Taxonomy of Viruses – Andrew Lang

f) Biological & Chemical Defence Review – Jon van Hamme

Jon van Hamme, forwarded his report late so it was not included in the package but will be included in the AGM package when posted on the web. Jon stated that he would like to bring to the attention of the members that the Government of Canada launched a new program in April 2018 as part of Canada's new defence policy, it is targeted to all innovation sectors, including academic institutions. The funding commitment from DND is \$1.6 billion over 20 years.

There is also a joint initiative between the Department of National Defence (DND) and NSERC, aim to support unclassified university-based research dedicated to the development of non-weapon specific technologies with dual-use applications in defence and security target areas. The program will fund up to \$120,000 over 3 years. The report includes the links to these 2 opportunities.

g) ASM International Membership Comm. & Ambassador to Canada – Christine Szymanski

Andrew commented that ASM was in a terrible financial situation, so our request for funding this year for the ASM was cut to 250 US so Stefanie Vogt had to run the ASM Student Network through the student mixer. Hopefully ASM can recover and improve its financial situation. He encouraged the attendees to refer to the written report provided by Christine.

h) ASM Young Ambassador to Canada – Agatha Jassem

i) Partnership Group in Science and Engineering – PAGSE – Thienny Mah

Andrew explained what PAGSE was, Thienny is from the University of Ottawa and attends the PAGSE meetings on behalf of CSM.

Motion to adjourn: K. Kasper made a motion to adjourn, seconded by W Navarre, all in favour, meeting adjourned.

Meeting adjourned at 5:52 pm.

5. President's Report – Marie Elliot

It has been a pleasure to serve as your President over the last year! It is an incredibly exciting time to be doing microbiology research in Canada, and at the CSM, our goal for the year has been to ensure that we are doing all we can to support and celebrate the excellent work being done by scientists at all levels.

I first need to thank and congratulate Vincent Burrus, Louis-Charles Fortier, Pascale Beauregard, and their local organizing committee, for putting together an outstanding CSM Annual Conference at the Université de Sherbrooke this year. For anyone who has not had the pleasure of organizing a meeting, it is an enormous amount of work, and Vincent, Louis-Charles and Pascale have done a tremendous job with it all. They have also had assistance from Chris Yost (Meetings Secretary), and Josh Neufeld, Denice Bay and Dawn Bignell (Education Committee) in coordinating different aspects of the conference. We very much appreciate the efforts of everyone involved, and look forward to enjoying a week of amazing science and socializing!

My thanks also go out to all of the other CSM volunteers who dedicate their time to the serving on the Meetings, Conferences and Workshops Committee; serving on the Awards Committees; serving as Section Chairs/Vice-Chairs; representing CSM at other organizations; and advancing microbiology education/opportunities through the Education and Careers Committee, and the Forum on Microbiology Education (FOME), amongst many others. Your work adds tremendous value to the CSM and its annual conference, and we are grateful for your time and input.

I would also like to thank all of the Executive and Council members, who have set aside a couple of hours every month (and participated in countless email exchanges) over the last year: Andrew Lang, Janet Hill, Ayush Kumar, Mohan Babu, Chris Yost, Stephanie Jones, Olivia Ihedioha, Josh Neufeld, Denice Bay, and Wafaa Antonious. This dedicated group is working hard to make the CSM the best society it can be, in terms of helping to advance and promote Canadian science. For this up-coming year, we are delighted to welcome Alex Ensminger to the Executive, where he will be taking on the role of 2nd Vice President.

The CSM has been making a concerted effort to have a more active presence on social media over the last year, and we need to thank our post-doctoral and student representatives (Stephanie Jones and Olivia Ihedioha, respectively) for leading this initiative. I would encourage all of you to share your news and successes with Steph and Olivia (who will be continuing in their respective roles over the next year), so they can help to spread and amplify your messages.

This past year has been one where we have had the opportunity to step back and assess how we could best support Canadian microbiologists. We are delighted to have been in a position to:

- continue providing 20 student and post doctoral travel awards (valued at \$250 each), to enable and encourage trainee participation in our annual conference.
- formalize guidelines surrounding the financial support of CSM member-associated events. This includes an annual budget of \$5000, with \$2000 dedicated to supporting applications from student members for student-centered events, and \$3000 set aside for general member-associated events. Please check out our awards webpage for more information.
- introduce a new 'lifetime membership' option for emeritus professors who are interested in maintaining a long-term association with the CSM.

In looking forward, there are a few areas where we would value the input – and action – of society members. If you are unable to make the Annual General Meeting on Wednesday, June 12, 2019, please send your feedback to the CSM Secretariat, Wafaa Antonious (info@csm-scm.org).

Regarding our action request, we are aware that there is a significant gender imbalance when it comes to our CSM awards – in particular the Murray Award, but also the Fisher Award. We would strongly encourage all of you to consider nominating all qualified individuals for these awards. We note that women cannot win awards when they are not in the running.

We would also note that we are considering expanding the suite of CSM awards to include one directed at mid-career investigators, and one to recognize mentorship and/or service to the microbiology community.

With regards to input, we have two points on which your thoughts would be very much appreciated.

- (1) We recognize that there is currently little engagement between the CSM/Executive and the **faculty representatives**. A major role for these individuals used to be in nominating one graduate student from their institute for the Armand Frappier Outstanding Student Award; however, we have now opened up that competition, so that any deserving individual can be nominated (*i.e.* multiple individuals from an institution can now be nominated).

We would appreciate your thoughts on whether these faculty representative positions are worth retaining, and if yes, we would love to hear your suggestions as to ways in which these individuals could be more active participants.

- (2) We are interested in making the annual conferences as accessible as possible, and are looking into options to help ease/overcome attendance barriers for those with challenging family obligations. Your assistance in identifying these challenges, and thoughts on different ways in which the CSM might be able to help to alleviate some of these challenges would be very much appreciated.

I thank you all for such a fantastic year! I look forward to see many of you at the conference in Sherbrooke this year, and hope to see you at next year's conference in Guelph!

6. 1st Vice President Report – Janet Hill

- a) Identifying and encouraging female researchers to be nominated for the society awards lectures
Will be presented at the meeting.

7. Past President Report –Andrew Lang

My four years on the Executive have flown by, and it has been a fantastic experience. Our Society is currently very strong, and I look forward to continued participation in CSM activities over the coming years. I thank all the other members of the Executive and Council for making the past four years such a pleasant and rewarding experience.

8. Secretary – Treasurer’s Report – Mohan Babu

a) 2019 Budget

	2019	2018	2018	2017	2016
	June Estimated End to Year	Audited Budget	June Estimated End to Year	Audited Budget	Audited Budget
REVENUE SOURCES FOR OPERATIONS					
Investment & Misc. Income	3,055.57	3,096.47	2,104.00	2,162.08	1,568.35
Membership Fees	40,822.75	38,958.50	38,374.00	40,843.30	38,674.25
Subscriptions to the CJM	888.00	1,110.00	730.00	728.00	1,093.00
Advertising & Sponsorship Income	950.00	1,025.00	500.00	650.00	1,230.64
Awards Support 2018 *	5,550.00	5,550.00	5,550.00		
Beveridge Poster Support 2018 *	1,500.00	1,500.00	1,500.00		
ISEME 8 Support 2018 *	2,000.00	2,100.00	2,800.00		
Knowles PD Award 2018 *	500.00	500.00	500.00		
Workshops Revenue	1,969.96				
Subtotal	57,236.28	53,839.97	52,058.00	44,383.38	\$42,566.24
REVENUE SOURCES FOR ANNUAL CONFERENCE					
Awards Income				11,457.01	10,241.00
Annual Conference Exhibits and Grants & Mtg Folder	44,090.00	61,115.50	60,800.00	59,207.42	62,863.46
Annual Conference Registration including Tickets	173,079.63	146,515.51	147,915.00	154,601.79	170,768.00
Subtotal	217,169.63	207,631.01	208,715.00	225,266.22	243,872.46
TOTAL OF ALL REVENUE SOURCES	274,405.91	261,470.98	260,773.00	269,649.60	286,438.70

EXPENDITURES FOR OPERATIONS					
	2019 June Estimated End to Year	2018 Audited Budget	2018 June Estimated End to Year	2017 Audited Budget	2016 Audited Budget
Website Development	336.00	7,790.00	7,500.00	7,275.00	1,950.00
Website Maintenance	2,066.50	2,041.50	2,029.50	517.00	1,941.50
Logo / graphic design banner			-		
Secretariat	29,069.00	26,106.00	26,551.00	26,247.00	25,807.88
Audit	3,900.00	3,850.00	3,850.00	3,800.00	3,750.00
Bank & Credit Card Charges	5,507.19	8026.75	8,142.94	7,633.79	6,661.99
Balloting & Bylaws / CNW - media advisory & Constant Contact fees			722.32	758.10	767.49
CJM Subscriptions	950.00	615.56	1,200.00	1,109.00	1,438.00
Membership in the IUMS & Other Organizations	2,230.37	2,232.61	2,291.71	2,191.34	1,011.00
Liaising & Meetings (board Travel)			500.00	-	
Telephone, Teleconf, Constant Contact	1,196.00	999.46	477.68	426.47	330.58
Translation			-	225.00	70.00
Office Supplies			-	277.86	
Office Couriers			-		34.35
Office Copies			-		
Storage & Shredding	264.00	264.00	250.00	198.00	162.00
Office Postage			-		
Taxes & Miscellaneous	20.00	20.00	25.00	23.70	338.69
CSM Travel Awards**	5,000.00	5,000.00	5,000.00		
Undergraduate, Ambassador & ISME 8 Travel Awards	6,000.00	5,928.87	5,900.00	3,795.91	5,452.74
Armand Frappier, Thermo Fisher and Murray Awards	5,000.00	4,228.19	5,000.00	-	
Student symposium & Travel Awards	4,500.00	4,224.99	4,000.00	-	
Poster Awards	1,500.00	1,500.00	1,500.00	-	
Knowles PD Prize	500.00	500.00	500.00		
Awards Supplies	700.00	686.97	600.00		
Education & Careers Committee	2,500.00	325.75	500.00	329.70	306.34
FOME	1,500.00		1,000.00	1,323.92	
Student Day Support	2,000.00	1,250.00	3,250.00	6,050.00	4,500.00
Other Meetings Support *****	3,000.00				
Disbursement to Genome Alberta 2018*****		11,324.33			
Subtotal	77,739.06	86,914.98	80,790.15	62,181.79	54,522.56

EXPENDITURES FOR ANNUAL CONFERENCE

	2019 June Estimated End to Year	2018 Audited Budget	2018 June Estimated End to Year	2017 Audited Budget	2016 Audited Budget
Facility, AV, Food & Bev, signage, equipment rental	114,205.00	91,184.66	109,409.00	105,481.59	134,141.00
Exec & Council mtg food & Bev.	830.00		285.00		382.05
Prog. book, Poster Printing& mailout		2,701.20	3,750.00	4,723.00	5,957.29
Meeting Planner Services	6,600.00	30,454.43	27,537.00	28,673.00	28,973.59
Speakers Expenses	34,118.25	14,832.06	17,600.00	9,187.80	16,928.11
Mtg supplies, Bags, Frames & labour	20,250.00	15,734.05	13,000.00	12,791.22	13,250.07
Awards - Armand Frappier			-	1,895.60	2,049.52
Awards - Fisher			-	1,500.00	1,500.00
Awards - CSM Murray			-	1,500.00	1,500.00
Rogers Knowles PD Prize			-	500.00	
Awards - Beveridge St. Poster Awd.			-	1,500.00	1,500.00
Awards - CSM Travel Awards (St symposia & travel)			-	3,416.72	3,592.04
Credit Card discount fees		4,069.94	4,000.00	4,625.22	5,233.70
Website & Alerts	2,054.25	2,002.50	3,500.00	3,921.50	3,616.25
Board Travel & Other	1,300.00	353.61	1,000.00	259.00	199.14
Subtotal	179,357.50	161,332.45	180,081.00	179,974.65	218,822.76
TOTAL OF ALL EXPENDITURES	257,096.56	248,247.43	258,271.15	242,156.44	273,345.32
SURPLUS (DEFICIT)	17,309.35	13,223.55	1,701.85	27,493.16	13,093.38
Net conference Profit ***	37,812.13	46,298.56	28,634.00	45,291.57	25,049.70
Disbursement to LOC		10,649.28	10,146.00	9,146.00	

Notes to Budget:

* Since CSM has increased the number of awards it provides, which could have its toll on the Conference budget, the 2018 Conference Chairs requested that the awards budget becomes part of CSM operating budget and not the conference.

** CSM added in 2018 twenty travel awards \$250 ea. for a total of \$5,000.

*** The awards revenue and expenses are no longer part of the Conference budget. There is \$1,550 extra cost from the awards that are normally covered under the conference that are not covered by the available sponsorship funds. The ambassador and undergraduate awards have been part of the CSM operating budget since 2013.

**** In 2018 The AMR & Plant Vaccine Workshops' funds were transferred from CSM to Genome Alberta who hosted the event to pay for facility deposit.

***** In 2019 CSM allocated \$3,000 in the budget for a new initiative which is support of CSM Members' Events and allocated \$2,000 for Student research day events which it has been supporting.

As of **June 5, 2019**, CSM Investment account balance is \$272,892.68 and Chequing account balance is: \$24,795.86.

8 Secretary's Treasurer's Report Cont'd
b) 2018 Financial Statements Audited by Andrea Poole, CA

Canadian Society of Microbiologists
Financial Statements
December 31, 2018

Independent Auditor's Report

To the Members of
Canadian Society of Microbiologists

Opinion

I have audited the financial statements of Canadian Society of Microbiologists, which comprise the statement of financial position as at December 31, 2018, and the statements of operations and changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2018, and its results of operations and its cash flows for the year then ended in accordance with ASNPO.

Basis for Opinion

I conducted my audit in accordance with Canadian generally accepted auditing standards. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the organization in accordance with the ethical requirements that are relevant to my audit of the financial statements in Canada, and I have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

Independent Auditor's Report

- ♦ Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ♦ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- ♦ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ♦ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- ♦ Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Numeris CPA

Numeris CPA Professional Corporation
Chartered Professional Accountant
Licensed Public Accountant

Ottawa, ON
June 4, 2019

Canadian Society of Microbiologists
Statement of Financial Position
As at December 31, 2018

	<u>2018</u>	<u>2017</u>
Assets		
Current		
Cash	\$ 7,637	\$ 15,686
Short term investment	279,087	266,141
Accounts receivable	26,146	10,304
Prepaid expenses	-	5,177
Government remittances receivable	<u>1,408</u>	<u>2,845</u>
	<u>\$ 314,278</u>	<u>\$ 300,153</u>
Liabilities		
Current		
Accounts payable and accrued liabilities	\$ 29,594	\$ 17,761
Deferred revenue (note 3)	<u>71,728</u>	<u>71,010</u>
	101,322	88,771
Balance	<u>212,956</u>	<u>211,382</u>
	<u>\$ 314,278</u>	<u>\$ 300,153</u>

On behalf of the Board

_____ Member

_____ Member

**Canadian Society of Microbiologists
Statement of Operations
and Changes in Net Assets
Year ended December 31, 2018**

	2018	2017
Revenues		
Annual conference, Schedule 1	\$ 46,299	\$ 45,292
Memberships - individual	38,959	40,843
Awards support	9,650	-
Interest income	3,096	2,162
Subscription fees for CJM	1,110	728
Advertising and job postings	1,025	650
	100,139	89,675
Expenditures		
Secretariat	26,106	26,247
Awards (note 4)	23,319	9,846
Website	9,832	7,792
Interest and bank charges	8,027	7,634
Professional fees	3,850	3,800
Memberships in other organizations	2,233	2,191
Liaising and advocacy	999	1,185
CJM subscriptions	616	1,109
Education, career and FOME committee	326	1,654
Office	264	700
Miscellaneous	20	24
	75,592	62,182
Excess of revenues over expenditures before extraordinary items	24,547	27,493
Disbursement to conference organizing committee	10,649	9,146
Disbursement to Genome Alberta	11,324	-
Excess of revenues over expenditures	2,574	18,347
Balance		
As previously stated	211,382	193,035
Prior period adjustment (note 5)	(1,000)	-
Balance, as restated	210,382	193,035
Balance, end of year	\$ 212,956	\$ 211,382

Canadian Society of Microbiologists
Statement of Cash Flows
Year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
Operating activities		
Excess of revenues over expenditures	\$ 2,574	\$ 18,347
Adjustment for		
Prior period adjustment	<u>(1,000)</u>	<u>-</u>
	1,574	18,347
Change in non-cash working capital items		
Short term investment	(12,946)	(7,158)
Accounts receivable	(15,842)	(7,337)
Prepaid expenses	5,177	(1,400)
Government remittances receivable	1,437	(2,845)
Accounts payable and accrued liabilities	11,833	6,604
Deferred revenue	718	(4,768)
Government remittances payable	<u>-</u>	<u>(6,279)</u>
Net decrease in cash	(8,049)	(4,836)
Cash, beginning of year	<u>15,686</u>	<u>20,522</u>
Cash, end of year	<u>\$ 7,637</u>	<u>\$ 15,686</u>

1. Nature of operations

The Canadian Society of Microbiologists was incorporated without share capital in 1958 under Part II of the Canada Corporations Act and is recognized as a not-for-profit organization for income tax purposes. The Society seeks to advance microbiology in all its aspects and to facilitate the interchange of ideas between microbiologists. The membership includes honorary, emeritus, ordinary, student, and post doc members.

2. Significant accounting policies

The organization applies the Canadian accounting standards for not-for-profit organizations.

(a) Revenue recognition

Revenue on significant contracts, which provide for progress billings and payments as part of the contract, are recognized on the percentage of completion method. Deferred revenue, in current liabilities, represents billings rendered in excess of revenue earned.

(b) Capital assets

Capital assets purchased at a cost of less than \$2,000 are expensed in the year of purchase. The Society does not own capital assets at this time.

(c) Financial instruments

The organization's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities. Unless otherwise noted it is management's opinion that the organization is not exposed to significant interest, currency or credit risks.

(d) Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the balance sheet date and the reported amounts of revenues and expenses during the year. Actual results could differ from those estimates.

Canadian Society of Microbiologists
Notes to the Financial Statements
December 31, 2018

3. Deferred revenue

Beveridge Funds

In 2013 \$21,325 was transferred to the CSM from the Beveridge Memorial Scholarship Fund in order to support the Beveridge Poster Competition. Three prizes of \$500 will be awarded annually until the funds are depleted.

ISME-8 Funds

In 2013 \$50,000 was transferred to the CSM from the ACSME as part of the winding up of the ISME-8 conference surplus funds. The use of these funds is restricted by Terms of Reference agreed to by the CSM with a maximum annual disbursement of \$4,000.

Roger Knowles Funds

In 2017 funds were transferred from alumni of Roger Knowles' laboratory and the CSM in order to establish a memorial award. The use of these funds is restricted and will support a prize of \$500 to be given to the best oral presentation at the Post Doctoral Research Symposium at the CSM Annual Conference. The prize will be awarded annually until the funds are depleted.

	2018	2017
ISME 8 Funds	\$ 38,730	\$ 40,830
Beveridge Scholarship	12,324	13,824
Roger Knowles Award	8,364	8,864
Deferred Membership	12,090	7,230
CJM Subscription Fees for Next Year	220	262
	\$ 71,728	\$ 71,010

4. Awards

	2018	2017
Undergrad, Ambassador, & Travel Awards	\$ 5,929	\$ 3,796
CSM Travel Awards	5,000	-
AF, Fisher, & Murray Awards	4,228	-
Student Symposia Awards	4,225	-
Student Poster Awards	1,500	-
Students Research Day Award	1,250	6,050
Knowles Post Doc Prize	500	-
Award expenses	687	-
	\$ 23,319	\$ 9,846

5. Prior period adjustment

In 2018 an additional payment of \$1,000 was made to the 2017 conference local organizing committee.

Schedule 1
Canadian Society of Microbiologists
Schedule of Annual Conference
Year ended December 31, 2018

	<u>2018</u>	<u>2017</u>
Revenue		
Registration fees	\$ 146,515	\$ 154,602
Grants	38,616	38,757
Exhibits and other commercial support	22,500	20,450
Awards support	-	8,041
ISME-8 support	-	1,916
Beveridge support	-	1,500
	<u>207,631</u>	<u>225,266</u>
Expenditures		
Facility	91,184	105,479
Planner	30,454	28,673
Conference supplies and other	15,734	13,421
Speakers	14,832	9,188
Credit card discount	4,070	4,625
Program book	2,701	4,094
Website and alerts	2,003	3,922
Board travel	354	259
Gold, Fisher & CSM awards	-	4,896
Student symposia awards (Cedarlane, CCM, & ISME-8)	-	2,500
Student poster award	-	1,500
ISME-8 travel award	-	1,417
	<u>161,332</u>	<u>179,974</u>
Excess of revenues over expenditures	\$ 46,299	\$ 45,292

8. Secretary's Treasurer's Report – Mohan Babu
d) Membership Report

As of 31 May, 2019 Updated

	2019 Total	2019 Renewed	2019 New	2018 Total	2018 Renewed	2018 New	2017 Total	2017 Renewed	2017 New
Ordinary	304	259	45	316	254	62	312	252	65
Student	309	107	202	265	103	162	290	131	162
Post-Doc	67	44	23	71	52	19	77	50	28
Emeritus	20	19	1	20	19	1	17	14	3
Honorary	4	4	0	3	3	0	3	3	0
Total	704	433	271	675	431	244	708	450	258

Please note:

187 members who paid and renewed in **2018** chose the **2 years** plan (6 Emeritus, 117 Regular, 21 PD and 43 students).

141 members who paid and renewed in **2019** chose the **2 years** plan (4 Emeritus, 66 Regular, 17 PD and 51 students).

A short historical timeline of year-end membership totals follows:

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008
New Members	271	244	258	292	106	79	207	109	107	239	268	131
Renewed Members	433	431	450	386	306	391	332	371	364	345	213	274
Total Members	704	675	708	678	412	470	539	480	471	584	481	405

Province/Country	2017	2018	2019	Section	2017	2018	2019
Alberta	37	49	54	Applied & Environmental Microbiology	270	269	270
British Columbia	43	50	39	Infection and Immunity	184	197	190
Manitoba	45	111	51	Mol. Genetics & Cellular Microbiology	254	209	244
New Brunswick	6	6	3	Unspecified	0	0	0
Newfoundland	9	14	5	Total	708	675	704
Nova Scotia	17	15	9				
Ontario	357	217	265				
PEI	2	2	1				
Quebec	86	84	191				
Saskatchewan	46	60	51				
USA	25	32	17				
Overseas	32	28	18				
Total Members	708	668	704				

8. Secretary's Treasurer's Report
e) CSM Website Report

January 1, 2018 – 31 Dec 2018

Language	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
		14,837	14,817	25,630	53.51%	3.09
<input type="checkbox"/>	1. es-mx	1(0.01%)	1(0.01%)	1(0.00%)	0.00%	10.00
<input type="checkbox"/>	2. fa	7(0.05%)	7(0.05%)	30(0.12%)	40.00%	9.77
<input type="checkbox"/>	3. en-ng	1(0.01%)	1(0.01%)	2(0.01%)	0.00%	6.50
<input type="checkbox"/>	4. es-ar	2(0.01%)	2(0.01%)	2(0.01%)	50.00%	6.50
<input type="checkbox"/>	5. sv-se	3(0.02%)	3(0.02%)	3(0.01%)	66.67%	6.00
<input type="checkbox"/>	6. ca-es	3(0.02%)	3(0.02%)	12(0.05%)	33.33%	4.42
<input type="checkbox"/>	7. ru-ru	41(0.28%)	41(0.28%)	90(0.35%)	53.33%	4.30
<input type="checkbox"/>	8. ar-tn	1(0.01%)	1(0.01%)	2(0.01%)	0.00%	4.00
<input type="checkbox"/>	9. de-de	34(0.23%)	34(0.23%)	37(0.14%)	56.76%	4.00
<input type="checkbox"/>	10. fa-ir	10(0.07%)	9(0.06%)	11(0.04%)	54.55%	3.91

January 1st, 2019 - June 4, 2019

Language	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
		12,132	11,501	21,622	57.93%	2.59
	1. en-us	6,692(55.26%)	6,377(55.45%)	12,014(55.56%)	56.32%	2.83
	2. en-ca	2,000(16.52%)	1,859(16.16%)	3,931(18.18%)	59.43%	2.29
	3. en-gb	1,005(8.30%)	956(8.31%)	1,539(7.12%)	55.30%	2.69
	4. fr-fr	677(5.59%)	649(5.64%)	1,252(5.79%)	62.78%	2.09
	5. fr-ca	334(2.76%)	308(2.68%)	636(2.94%)	61.79%	1.89

Language	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	12,132		11,501	21,622	57.93%	2.59
6. fr	267(2.20%)		260(2.26%)	493(2.28%)	55.17%	2.55
7. c	140(1.16%)		140(1.22%)	140(0.65%)	100.00%	1.00
8. es-es	111(0.92%)		107(0.93%)	172(0.80%)	61.63%	2.52
9. pt-br	94(0.78%)		90(0.78%)	141(0.65%)	58.87%	2.13
10. en	85(0.70%)		82(0.71%)	123(0.57%)	53.66%	2.40

January 1, 2018 – 31 December 2018

Country	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	14,837	14,817	25,630	53.51%	3.09	00:02:28
1. Canada	6,571(43.90%)	6,544(44.17%)	12,768(49.82%)	50.60%	2.57	00:02:09
2. India	1,985(13.26%)	1,982(13.38%)	3,100(12.10%)	48.00%	6.91	00:03:41
3. United States	1,242(8.30%)	1,220(8.23%)	1,903(7.42%)	63.74%	2.27	00:01:39
4. Nigeria	450(3.01%)	448(3.02%)	776(3.03%)	52.32%	2.95	00:04:16
5. France	319(2.13%)	314(2.12%)	430(1.68%)	63.95%	2.40	00:01:55
6. Brazil	293(1.96%)	289(1.95%)	319(1.24%)	74.61%	2.00	00:01:26
7. Pakistan	237(1.58%)	237(1.60%)	386(1.51%)	54.66%	2.73	00:02:57
8. United Kingdom	216(1.44%)	204(1.38%)	283(1.10%)	49.82%	2.78	00:02:43
9. China	206(1.38%)	203(1.37%)	231(0.90%)	82.68%	1.51	00:00:40
10. Algeria	201(1.34%)	201(1.36%)	269(1.05%)	63.20%	1.83	00:01:36

January 1st, 2019 - June 4, 2019

Country	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	12,132	11,502	21,624	57.93%	2.59	00:02:13
1. Canada	6,026(49.48%)	5,670(49.30%)	12,504(57.82%)	55.37%	2.46	00:02:04
2. United States	1,249(10.26%)	1,196(10.40%)	1,799(8.32%)	73.49%	1.74	00:01:01
3. India	1,198(9.84%)	1,144(9.95%)	1,762(8.15%)	50.11%	4.73	00:03:22
4. Nigeria	354(2.91%)	331(2.88%)	656(3.03%)	53.81%	2.67	00:03:40
5. China	249(2.04%)	247(2.15%)	256(1.18%)	94.14%	1.10	00:00:05
6. France	249(2.04%)	232(2.02%)	345(1.60%)	71.30%	1.94	00:01:00
7. United Kingdom	189(1.55%)	177(1.54%)	226(1.05%)	66.81%	4.26	00:01:39
8. Algeria	155(1.27%)	153(1.33%)	245(1.13%)	68.16%	2.04	00:02:55
9. Pakistan	140(1.15%)	129(1.12%)	207(0.96%)	53.14%	2.51	00:03:04
10. Japan	137(1.12%)	133(1.16%)	153(0.71%)	88.24%	1.38	00:00:14

January 1, 2018 – 31 December 2018

City	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	14,837	14,817	25,630	53.51%	3.09	00:02:28
1. (not set)	1,369(8.61%)	1,306(8.81%)	1,996(7.79%)	63.13%	2.58	00:02:38
2. Winnipeg	1,087(6.84%)	910(6.14%)	2,938(11.46%)	49.05%	2.08	00:02:10
3. Toronto	878(5.52%)	764(5.16%)	1,412(5.51%)	55.10%	2.19	00:01:45
4. Montreal	551(3.46%)	517(3.49%)	708(2.76%)	59.32%	2.41	00:01:35
5. Ottawa	470(2.96%)	457(3.08%)	902(3.52%)	41.80%	2.92	00:03:24
6. Lagos	358(2.25%)	349(2.36%)	580(2.26%)	51.90%	3.08	00:04:18

City	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	14,837	14,817	25,630	53.51%	3.09	00:02:28
7. Calgary	330(2.08%)	275(1.86%)	583(2.27%)	52.83%	2.37	00:01:50
8. Saskatoon	267(1.68%)	256(1.73%)	522(2.04%)	49.23%	2.53	00:01:59
9. Bengaluru	265(1.67%)	257(1.73%)	376(1.47%)	45.48%	18.99	00:05:35
10. Hamilton	262(1.65%)	247(1.67%)	430(1.68%)	44.88%	2.37	00:01:33

January 1, 2019 – June 4, 2019

City	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	12,132	11,502	21,625	57.93%	2.59	00:02:13
1. (not set)	810(6.34%)	745(6.48%)	1,223(5.66%)	61.90%	2.32	00:02:51
2. Toronto	783(6.13%)	683(5.94%)	1,240(5.73%)	54.27%	2.43	00:01:52
3. Montreal	661(5.17%)	561(4.88%)	1,284(5.94%)	59.74%	2.14	00:01:50
4. Ottawa	472(3.69%)	434(3.77%)	875(4.05%)	47.89%	2.87	00:03:30
5. Winnipeg	365(2.86%)	332(2.89%)	776(3.59%)	55.41%	2.46	00:01:39
6. Lagos	272(2.13%)	240(2.09%)	466(2.15%)	54.72%	2.75	00:03:35
7. Calgary	252(1.97%)	224(1.95%)	505(2.34%)	55.64%	2.50	00:01:45
8. Hamilton	246(1.92%)	217(1.89%)	623(2.88%)	52.65%	2.27	00:01:31
9. Guelph	227(1.78%)	205(1.78%)	469(2.17%)	57.78%	2.24	00:01:55
10. Sherbrooke	207(1.62%)	182(1.58%)	598(2.77%)	60.87%	2.14	00:02:18

January 1, 2018 – 31 December 2018

Browser	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
		14,837	14,817	25,630	53.51%	3.09
1. Chrome	8,790(59.52%)	8,826(59.57%)	15,191(59.27%)	52.35%	3.58	
2. Safari	2,605(17.64%)	2,616(17.66%)	5,274(20.58%)	57.41%	2.05	
3. Firefox	1,322(8.95%)	1,324(8.94%)	2,170(8.47%)	45.71%	3.23	
4. Internet Explorer	671(4.54%)	672(4.54%)	897(3.50%)	49.94%	2.49	
5. Edge	338(2.29%)	338(2.28%)	588(2.29%)	43.37%	2.81	
6. Safari (in-app)	269(1.82%)	269(1.82%)	315(1.23%)	87.30%	1.34	
7. Android Webview	221(1.50%)	221(1.49%)	262(1.02%)	74.43%	2.10	
8. Samsung Internet	189(1.28%)	189(1.28%)	385(1.50%)	58.44%	2.39	
9. Opera	114(0.77%)	113(0.76%)	193(0.75%)	65.80%	2.75	
10. Opera Mini	108(0.73%)	108(0.73%)	154(0.60%)	60.39%	2.06	

January 1, 2019 – June 4, 2019

Browser	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
		12,134	11,503	21,627	57.93%	2.59
1. Chrome	6,804(56.14%)	6,477(56.31%)	12,650(58.49%)	55.38%	2.85	
2. Safari	2,582(21.30%)	2,436(21.18%)	4,527(20.93%)	63.55%	2.03	
3. Firefox	991(8.18%)	935(8.13%)	1,889(8.73%)	52.25%	2.67	
4. Internet Explorer	683(5.64%)	651(5.66%)	919(4.25%)	64.64%	2.40	
5. Edge	339(2.80%)	314(2.73%)	589(2.72%)	55.01%	2.43	

Browser	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
		12,134	11,503	21,627	57.93%	2.59
6. Samsung Internet		205(1.69%)	195(1.70%)	323(1.49%)	65.33%	2.22
7. Android Webview		131(1.08%)	125(1.09%)	168(0.78%)	72.62%	2.35
8. Safari (in-app)		130(1.07%)	123(1.07%)	154(0.71%)	87.66%	1.21
9. Opera		85(0.70%)	80(0.70%)	165(0.76%)	63.64%	2.49
10. Android Browser		77(0.64%)	77(0.67%)	78(0.36%)	98.72%	1.08

January 1, 2018 – 31 December 2018

Operating System	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	14,837	14,817	25,630	53.51%	3.09	00:02:28
1. Windows	7,694(52.02%)	7,708(52.02%)	12,743(49.72%)	50.00%	3.88	00:03:00
2. Android	2,695(18.22%)	2,699(18.22%)	4,564(17.81%)	57.76%	2.61	00:02:24
3. iOS	2,195(14.84%)	2,199(14.84%)	4,130(16.11%)	65.54%	1.76	00:01:34
4. Macintosh	1,868(12.63%)	1,875(12.65%)	3,803(14.84%)	44.60%	2.63	00:01:57
5. Linux	271(1.83%)	269(1.82%)	296(1.15%)	82.43%	1.70	00:01:04
6. Chrome OS	31(0.21%)	31(0.21%)	38(0.15%)	65.79%	1.76	00:00:30
7. BlackBerry	14(0.09%)	14(0.09%)	24(0.09%)	58.33%	1.83	00:01:06
8. (not set)	13(0.09%)	12(0.08%)	13(0.05%)	69.23%	2.00	00:01:24
9. Windows Phone	7(0.05%)	7(0.05%)	15(0.06%)	60.00%	2.47	00:03:23
10. Samsung	3(0.02%)	3(0.02%)	4(0.02%)	50.00%	1.50	00:02:38

January 1, 2019 – June 4, 2019

Operating System	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	12,137	11,504	21,629	57.94%	2.59	00:02:13
1. Windows	6,020(49.89%)	5,734(49.84%)	11,186(51.72%)	55.31%	2.89	00:02:33
2. Android	2,056(17.04%)	1,988(17.28%)	3,122(14.43%)	62.01%	2.44	00:02:13
3. iOS	1,940(16.08%)	1,867(16.23%)	2,810(12.99%)	71.57%	1.65	00:01:00
4. Macintosh	1,858(15.40%)	1,725(14.99%)	4,260(19.70%)	52.16%	2.57	00:02:10
5. Linux	144(1.19%)	141(1.23%)	190(0.88%)	71.58%	2.19	00:01:23
6. Chrome OS	34(0.28%)	34(0.30%)	46(0.21%)	65.22%	1.76	00:01:52
7. Windows Phone	6(0.05%)	6(0.05%)	6(0.03%)	66.67%	2.17	00:01:25
8. (not set)	3(0.02%)	3(0.03%)	3(0.01%)	100.00%	1.00	00:00:00
9. BlackBerry	2(0.02%)	2(0.02%)	2(0.01%)	50.00%	1.50	00:09:41
10. Tizen	2(0.02%)	2(0.02%)	2(0.01%)	0.00%	2.50	00:00:53

January 1, 2018 – 31 December 2018

Mobile Operating System	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	4,960	4,969	8,804	61.37%	2.21	00:02:00
1. Android	2,695(54.33%)	2,699(54.32%)	4,564(51.84%)	57.76%	2.61	00:02:24
2. iOS	2,195(44.25%)	2,199(44.25%)	4,130(46.91%)	65.54%	1.76	00:01:34
3. Windows	35(0.71%)	36(0.72%)	56(0.64%)	48.21%	2.70	00:02:34
4. BlackBerry	14(0.28%)	14(0.28%)	24(0.27%)	58.33%	1.83	00:01:06
5. (not set)	11(0.22%)	11(0.22%)	11(0.12%)	72.73%	1.91	00:00:40
6. Windows Phone	7(0.14%)	7(0.14%)	15(0.17%)	60.00%	2.47	00:03:23
7. Samsung	3(0.06%)	3(0.06%)	4(0.05%)	50.00%	1.50	00:02:38

January 1, 2019- June 4, 2019

Mobile Operating System	Acquisition			Behaviour		
	Users	New Users	Sessions	Bounce Rate	Pages/Session	Avg. Session Duration
	4,038	3,895	5,980	66.47%	2.07	00:01:39
1. Android	2,056(50.92%)	1,988(51.04%)	3,122(52.21%)	62.01%	2.44	00:02:13
2. iOS	1,940(48.04%)	1,867(47.93%)	2,810(46.99%)	71.57%	1.65	00:01:00
3. Windows	28(0.69%)	26(0.67%)	34(0.57%)	55.88%	2.94	00:03:25
4. Windows Phone	6(0.15%)	6(0.15%)	6(0.10%)	66.67%	2.17	00:01:25
5. (not set)	3(0.07%)	3(0.08%)	3(0.05%)	100.00%	1.00	00:00:00
6. BlackBerry	2(0.05%)	2(0.05%)	2(0.03%)	50.00%	1.50	00:09:41
7. Tizen	2(0.05%)	2(0.05%)	2(0.03%)	0.00%	2.50	00:00:53
8. Firefox OS	1(0.02%)	1(0.03%)	1(0.02%)	100.00%	1.00	00:00:00

9. Meetings Secretary's Report – Chris Yost

I enthusiastically acknowledge the efforts of the LOC for CSM-SCM2019 and in particular Vincent Burrus and Louis Charles, who have done an excellent job working with the myself, the CSM Secretariat, CSM Executive Committee and Education Committee in ensuring the successful coordination of CSM-SCM specific events.

The abstract management system recommended and employed by the CSM-SCM2019 LOC has been an effective and intuitive system to work with and I have been able to manage the abstracts with efficiency.

Based on the numbers of abstracts submitted I conclude that there has been excellent engagement from the CSM-SCM community. Equally there was good engagement from each of the three sections of the CSM, albeit slightly higher participation from AEM members.

a) Profit Sharing

My other activities as CSM-SCM Meetings Secretary included chairing a working group tasked with reviewing the current CSM-SCM: LOC profit sharing proposal. Members of the working group were: Ayush Kumar, Alex Ensinger, Charles Dozois and Louise Nelson. An oral report of the working group activities and subsequent discussions during CSM Executive teleconference meetings can be provided at the council meeting, if requested.

b) LOC Guidelines

I am also currently revising the CSM-SCM conference organizing document that is made available to the LOC. The document will be finalized after discussion and receiving inputs from the CSM-SCM 2019 LOC.

10. Meetings, Conferences and Workshops

a) Report on 2018 Conference –Ann Karen Brassinga, Ayush Kumar & Ivan Oresnik

Annual Conference Revenue

Annual Conference Grants	38,615.50
Exhibits & Other Commercial Support	22,500.00
Registration Fees	151,515.50
Other Conference Revenue	0.00
Miscellaneous Revenue	0.01
Net Proceeds from the Conference	0.00
Total Conference Revenue	212,631.01

Annual Conference Expenses

Conference Planner Expenses	30,454.43
Conference Speakers Expenses	14,832.06
Facility, Food &Bev & Banquet & AV	91,184.66
Conference Postage & Mail Out	0.00
Program Book Production & Printing	2,701.20
Conference Supplies & Other	15,734.05
Conf. Website & Alerts Expenses	2,002.50
Conf. Credit Card Discount Fees	4,069.94
Board Travel to Conference	353.61
Reimbursement of \$5,000 to LOC for registration	5,000
Total Annual Conference Expenses	166,332.45

NET INCOME

46,298.56

Profit sharing policy

25,000 of profit to CSM plus 50:50 of remaining 21,298.56 to CSM

35,649.28

Funds Owing To LOC

10,649.28

Lunches, coffee/refreshment breaks, poster sessions, and exhibits were held in the Multi-purpose room over three days. A total of 16 exhibitors participated with 17 booths (Thermo Fisher Scientific purchased two booths). Lunches and coffee/refreshment breaks were served in the Multi-purpose room and in the Marshall McLuhan Hall on Tuesday, Wednesday and Thursday to encourage interactions between attendees, visits to exhibits, and poster viewing. We modified the program format such that lunch was scheduled for one hour to be followed by the Student or Postdoctoral Symposia and then two hours for poster sessions, exhibits, coffee break & a cash bar. The attendees appeared to enjoy the quality and diversity of food choices (including accommodation of food allergy, vegetarian, vegan, and gluten-free declarations), as well as the opportunity of refreshments and a cash bar during the poster sessions.

Poster presentations were staggered, with odd- and even-numbered poster presenters allotted different times to be by their posters to reduce crowding and allow presenters to view other posters on that day. Poster competitions were scheduled for Tuesday only. The poster boards were well spaced to ensure attendee flow.

An exhibitor passport was provided to the registrants to encourage visiting the exhibits, and a draw for prizes was held on Wednesday just before the AGM at 5 pm. Note that we ended up with two boxfuls of prizes donated by the exhibitors to hand out which was quite daunting time-wise as it cut into the allotted time for the AGM (we started 15 minutes before and it was too much). The exhibitor passport strategy works well, and the donated prizes are much appreciated from the exhibitors; however, a better strategy to hand out prizes should be in place for future conferences.

Registrants A total of 396 people were in attendance (126 from Manitoba, 229 from Canada outside of Manitoba, 24 from the USA, and 17 from International (2 Barbados, 1 Egypt, 2 Germany, 1 Ghana, 1 Ireland, 3 Mexico, 1 Nigeria, 2 Saudi Arabia, 1 Singapore, 2 South Africa, 1 UK).

Abstracts and presentations A total of 328 abstracts were presented: 216 posters, 24 poster competition, and 86 oral presentations (12 student symposia, 18 section symposia, 6 in the Postdoctoral research symposium, 3 award and 1 Plenary lectures). The twelve concurrent scientific sessions include 12 Keynote speakers and 34 talks selected from submitted abstracts presented on Tuesday & Wednesday. In recognition of the efforts involved in chairing scientific sessions, the session co-chairs were profiled along with the keynote speaker in the program book and website. For the concurrent scientific sessions, departmental graduate student volunteers were trained on the audiovisual systems, and were present during each of the sessions to ensure smooth running of the systems. New to this year's conference is a session dedicated to: "Indigenous Health and Water Security" which was aptly attended. An Indigenous Elder was invited to open the session with a welcome prayer, and impart her experience with water security in her community.

Workshops Two workshops were held on Monday along with an NSERC information session. The workshops were the Undergraduate Education and Professional Development workshops. A third workshop held by the Canadian Science Publishing was given on Tuesday over the lunch period [lunch was served in the workshop room (Graduate Student Lounge)] in proximity to the Multi-purpose room.

Keynotes, events, and receptions: The conference week was blessed with beautiful weather. The welcome address was given by members of the LOC, and by representatives from the Dean of Faculty of Science and the President of the University of Manitoba. The Plenary lecture was given by Nancy Freitag, University of Chicago followed by the opening reception. The lecture and reception were very well attended.

Our departmental graduate students, headed by Alex Diamandas, hosted a special Student Mixer event in coordination with the ASM Student Networking organized by CSM PD Representative Stephanie Vogt on Tuesday evening. The HUB PUB and Billiard lounge on the 3rd floor of University Centre was reserved for this event which proved to be very popular. Extra tickets were sold, and extra food was ordered to accommodate everyone. Science Olympics were held that including pipetting and petri-plate pouring races. Afterwards, the 96 participants who registered for the student extra event were bused down to 4 different restaurant locations in downtown Winnipeg, and participants were dropped off at hotels on the way back to campus. Those who elected to stay behind in the HUB PUB participated in a trivia quiz night. Everyone had a great time.

Two outings were organized. The first was the tours, hosted by Michael Mulvey, of the National Microbiology and Antimicrobial Resistant Nosocomial Infections Laboratories on Monday. Only two tours were offered, and each tour was limited to 36 participants as security checks had to be done prior to the tour. This event was very popular, and was sold out very early during registration. Participants were bused to and from the institute in a timely fashion. The second event was an evening at the Forks on Wednesday, a historical gathering location venue with walking paths, restaurants and shops. Buses were provided for transport downtown, and participants were dropped off at hotels on the way back to campus.

The Presidential Banquet was held at the MET 30 min drive from Fort Garry Campus and attended by 300 participants. Buses were provided to transport the attendees to and from the banquet. Attendees much enjoyed the historical ambiance of the MET. Like the CSM 2017 banquet, our attendees danced the night away with the DJ music and would not leave to get on the buses. We literally had to turn off the lights and the music to get them out of the MET.

A nominal \$10 reservation fee to attend the banquet, and a \$10 fee for each of the FOME and Professional Development workshops were added to the registration fees, in order to minimize absenteeism. The student mixer ticket is \$15 to make it affordable for students to participate and is being subsidized by \$1,000 in sponsorships from the University of Manitoba. \$10 is collected as reservation fees for the banquet to minimize absenteeism as well.

Housing: A combination of residence rooms and very reasonably-priced hotels were available to our delegates. One of the hotels provided shuttle services to and from Winnipeg Airport.

LOC: The local organizing committee consists of Ann Karen Brassinga (Co-Chair), Ayush Kumar (Co-Chair), and Ivan Oresnik (Co-Chair), Alex Diamandas (Student) and Stephanie Carter (Administrative Assistant). Wafaa Antonious, CSM Secretariat is our Conference Organizer. We would like to thank everyone who was involved in the organization of this conference and volunteered their time to make it a success scientifically, logistically, and financially. We would like to acknowledge University of Manitoba support and sponsorship of over \$21,000.

10. Meetings, Conferences and Workshops

b) Report on 2019 Conference – Vincent Burrus and Louis – Charles Fortier

This report presents the latest updated budget based on registration data as of May 17th (see budget presented below). An additional company, Infors HT and two service providers CAGEF (University of Toronto) and WCMR (University of Waterloo) joined as an exhibitor. To date, the number of registration exceeds our expectations and we had to extend the limit of 500. We will no longer accept new registrations after this limit is reached and the registration site will be closed. The repartition of registration per category is indicated in Table 1. The repartition of participants per geographic origins is as follow:

- Province of Quebec : 213 (mainly Montreal, Sherbrooke et the city of Quebec)
- Other provinces et territories of Canada : 245
- International : 28 coming from the USA, Brazil, South Korea, Nigeria, South Africa, Botswana, India, Pakistan, Qatar, France, the UK, Sweden, Germany, Czech Republic.

390 abstracts have been submitted. 276 have been submitted for consideration as poster or talk (137 AEM, 80 I&I and 103 MGCM), the remaining being in student competitions.

Selection of abstracts has proceeded as follow:

- April 1 - April 25 : selection of abstracts for postdoctoral symposium and student competitions
- April 16 - April 25 : selection of talks by section chairs and co-chairs for the section symposia
- April 26 -May 5 : selection of talks by symposium chairs for the symposium

Notifications has been sent to the authors of abstract by Chris Yost for all student competitions, talks in themed and section symposia, as well as poster presentations.

Contracts are being finalized with the Centre Culturel of the Université de Sherbrooke, as well as catering services for coffee breaks and lunches.

Revenue

Registration fees (see Table 1)	158 641.29 \$
Workshops registrations (see Table 2)	1 969.96 \$
Social events tickets (see Table 3)	14 438.34 \$
Exhibitors (see Table 4)	22 090.45 \$
Sponsorship (see Table 5)	22 000.00 \$
Total Revenues	219 140.04 \$

Expenses

Opening reception (491 registrants × \$47 ea.)	23 077.00 \$
Graduate student mixer (transportation, entertainment, food for 208)	5 200.00 \$
Social event (Foresta Lumina) and transportation for 184 participants	4 804.10 \$
President's Banquet - Théâtre Granada (room rental/diner/drinks) + Jazz group and transportation for 321 participants	33 995.00 \$
3 lunches (490 registrants) (7457\$ each)	22 371.00 \$
3x AM breakfast (1058\$ each)	3 174.00 \$
4x AM coffee breaks (2817\$ each)	8451.00 \$
4x PM coffee breaks (2535\$ each)	7605.00 \$
Room rentals (Centre Culturel, Université de Sherbrooke)	3 625.00 \$
Coordination (Centre Culturel, Université de Sherbrooke)	6 600.00 \$
Audio Visual needs (Centre Culturel, Université de Sherbrooke)	1 055.00 \$
Fourwaves website access for registration (one-time fee)	1 440.00 \$
Fourwaves registration transaction fees (Table 1 contains net profits only)	- \$
Education Committee expenses (workshops & speakers)	2 500.00 \$
Poster boards	250.00 \$
Gratuities (500 CSM 2019-labelled bag and bottles)	6 250.00 \$
Stationary, conference book printing, postage, advertising, signage, swag, frames, etc.	8 000.00 \$
Exhibitor expenses: tables, chairs, skirted table cloth, curtained booth	98.00 \$
Insurance	500.00 \$
Speakers Travel	21 000.00 \$
Speakers Accommodation (Grand Times Hotel)	13 118.25 \$
CSM Executive & Council Meeting room rental	- \$
CSM Executive Meeting: coffee and muffins, etc.	280.00 \$
Council Meeting lunch	550.00 \$
Volunteer appreciation (depending on final financial outcome)	4 000.00 \$
Awards (Murray, Fisher, Armand-Frappier)	- \$
Student competitions and travel awards	6 500.00 \$
Other expenses	2 000.00 \$
Board (when needed) and secretariat travel to the conference	1 000.00 \$
Total	187 460.14 \$

In red are fees already included in other items.

Expected net profit: 31 679.14 \$

Table 1. Registration numbers and net revenues per categories as of May 17, 2019 (All rates).

Registration type	Participants	Regist. fees	Total
CSM member - Regular	97	492.64 \$	47 786.08 \$
CSM member - Regular - late	5	600.96 \$	3 004.80 \$
CSM member - Graduate	276	275.97 \$	76 167.72 \$
CSM member - Graduate - late	2	395.11 \$	790.22 \$
CSM member - Undergrad	22	259.72 \$	5 713.84 \$
CSM member - Undergrad - late	2	368.03 \$	736.06 \$
Non-member - Regular	16	660.55 \$	10 568.80 \$
Non-member - Regular - late	2	768.86 \$	1 537.72 \$
Non-member - Graduate	35	389.70 \$	13 639.50 \$
Non-member - Undergrad	1	346.35 \$	346.35 \$
Invited speaker	12	- \$	- \$
Exhibitor	14	- \$	- \$
Other	2	- \$	- \$
Emeritus	2	- \$	- \$
Awards	3	- \$	- \$
Sub-Total	491		160 291.09 \$
Refund students CSM Memb.	5	120.70 \$	603.50 \$
Refund invited speakers	2	523.15 \$	1 046.30 \$
Total			158 641.29 \$

Table 2. Workshop registrations and net revenues as of May 17, 2019 (All rates).

Workshops	Participants	Regist. fees	Total
FOME	62	10.84 \$	672.08 \$
Professional skills	86	10.84 \$	932.24 \$
FOME late	4	21.36 \$	85.44 \$
Professional skills late	1	21.36 \$	21.36 \$
FOME only	4	64.71 \$	258.84 \$
Professional skills only	0	64.71 \$	- \$
Total			1 969.96 \$

Table 3. Social activities and net revenues as of May 17, 2019.

Social Activities	Participants	Regist. fees	Total
Banquet registration	324	10.84 \$	3 512.16 \$
Student mixer	208	21.67 \$	4 507.36 \$
Foresta Lumina	183	32.50 \$	5 947.50 \$
Guest opening reception	3	43.35 \$	130.05 \$
Guest Foresta Lumina	2	32.50 \$	65.00 \$
Guest Banquet	3	92.09 \$	276.27 \$
Total			14 438.34 \$

Table 4. Exhibitors and net revenues as of May 17, 2019.

Organization name (exhibitors)	Level	Amount	Net profit
Oplait	Platinum	5000.00	4 804.63 \$
DNA Genotek	Gold	2500.00	2 500.00 \$
Illumina Inc	Gold	2500.00	2 174.39 \$
Thermo Fisher Scientific	Gold	2500.00	2 174.39 \$
Cedarlane	Exhibitor	2250.00	1 304.63 \$
New England Biolabs	Exhibitor	1500.00	1 304.63 \$
Beckman Coulter Life Sciences	Exhibitor	1500.00	1 304.63 \$
Canadian Science Publishing	Exhibitor	1500.00	1 304.63 \$
Olympus	Exhibitor	1500.00	1 304.63 \$
Infors HT	Exhibitor	1500.00	1 304.63 \$
CAGEF	Exhibitor	1500.00	1 304.63 \$
WCMR	Exhibitor	1500.00	1 304.63 \$
Total (net profit)			22 090.45 \$

Table 5. Sponsorship and net revenue as of May 17, 2019

Organization name (sponsors)	Level	Amount	Net profit
Destination Sherbrooke	Platinum	>20,000	3 500.00 \$
CIHR III	Platinum	10000.00	10 000.00 \$
Centre Sève	Gold	500.00	500.00 \$
FMSS (CHUS)	Gold	3000.00	3 000.00 \$
Spero Therapeutics	Gold	2500.00	2 500.00 \$
ASM	Silver	1500.00	1 500.00 \$
Bayer	Bronze	1000.00	1 000.00 \$
Total (net profit)			22 000.00 \$

10 Meeting, Conferences and Workshops

d) Report on 2020 conference – Cezar Khursigara and Kari Dunfield

This report provides an update on the preparation and planning for the 70th Annual Conference of the Canadian Society of Microbiologists to be held at the University of Guelph, June 22-25, 2020.

The theme for the meeting is ‘Microbes for Life’ and will focus on microbes in health and agriculture. However, all traditional CSM pillars will be equally represented, including Applied and Environmental Microbiology, Infection and Immunity, and Molecular Genetics and Cellular Microbiology.

Local Organizing Committee

Member	Affiliation	Contact
Kari Dunfield (co-chair)	School of Environmental Science, Ontario Agricultural College	dunfield@uoguelph.ca
Cezar Khursigara (co-chair)	Molecular and Cellular Biology, College of Biological Science	ckhurig@uoguelph.ca
Georgina Cox	Molecular and Cellular Biology, College of Biological Science	gcox@uoguelph.ca
Jennifer Geddes-McAlister	Molecular and Cellular Biology, College of Biological Science	jgeddesm@uoguelph.ca
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Marc Habash	School of Environmental Science, Ontario Agricultural College	mhabash@uoguelph.ca
Nicole Ricker	Pathobiology, Ontario Veterinary College	nricker@uoguelph.ca
Hany Anany	Guelph Research and Development Centre, Agriculture and Agri-Food Canada	hany.anany@canada.ca
Moussa Diarra	Guelph Research and Development Centre, Agriculture and Agri-Food Canada	moussa.diarra@canada.ca
Hanan Shehata (PDF)	Integrative Biology, College of Biological Science	hshehata@uoguelph.ca

Locations and Venues

We have reserved venues on campus for pre-conference meetings, presentations (including keynote addresses), meetings, the opening night reception, vendor booths and posters, lunches and residences and additional venues for accommodation. Venues for the President’s Banquet are still under consideration, but we have tentatively reserved space on-campus and at a nearby hotel. A detailed map of campus can be found here: https://www.parking.uoguelph.ca/sites/default/files/Campus%20Map%202016_0.pdf

Rozanski Hall

Named in honour of Mordechai Rozanski, the University's longest serving president, Rozanski Hall houses lecture theatres ranging in size from 30 to 600 seats (the 4 largest rooms hold 600, 414, 211 and 120 seats, respectively) and modern classrooms with computer-based multimedia equipment.

All sessions/seminars, Keynotes and the CSM Annual General Meeting will use this Hall. It has been reserved for CSM use only for the duration of the Conference.



Peter Clark Hall

Peter Clark Hall is located in the University Centre (UC). The UC is one of the main hubs on campus, you'll find administration, Central Students Association offices, registrar, The Brass Taps, cafeteria/food court, study spaces, concerts, etc.

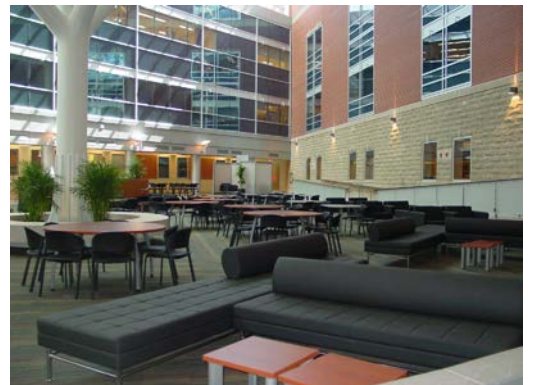
All vendor booths, and poster boards will be located in this Hall. It is only a 2-minute walk from Rozanski Hall and will be used exclusively for CSM throughout the week.



Summerlee Science Complex Atrium

The Atrium is a shared space in which the interactions and synergies between the Arts, Science and Technology are foregrounded. It serves as a student and faculty meeting place, and as a venue for receptions, presenting to the University community, and the community at large, the exciting intellectual, scientific, and artistic activities which are part of the daily life of the University of Guelph.

The Atrium will host the Opening Reception for CSM 2020 and can serve as a quiet spot for participants to check their emails and connect outside of the other CSM venues. The Atrium has outlets on the floor throughout the space as well as on the walls. The Atrium is 2-minute walk from Rozanski and Peter Clark Halls.



Creelman Hall

The Creelman Marketplace looks like a classic 1930's warehouse with a bright, bustling ambience. This venue will be used for lunches throughout the conference. Creelman Hall is a 4-minute walk from Rozanski and Peter Clark Halls



South Residence

The South Residence is comprised of 4 buildings that were all recently upgraded for Fall 2018. The South Residence is only a 3-minute walk to Rozanski and Peter Clark Halls.



Map of Venues

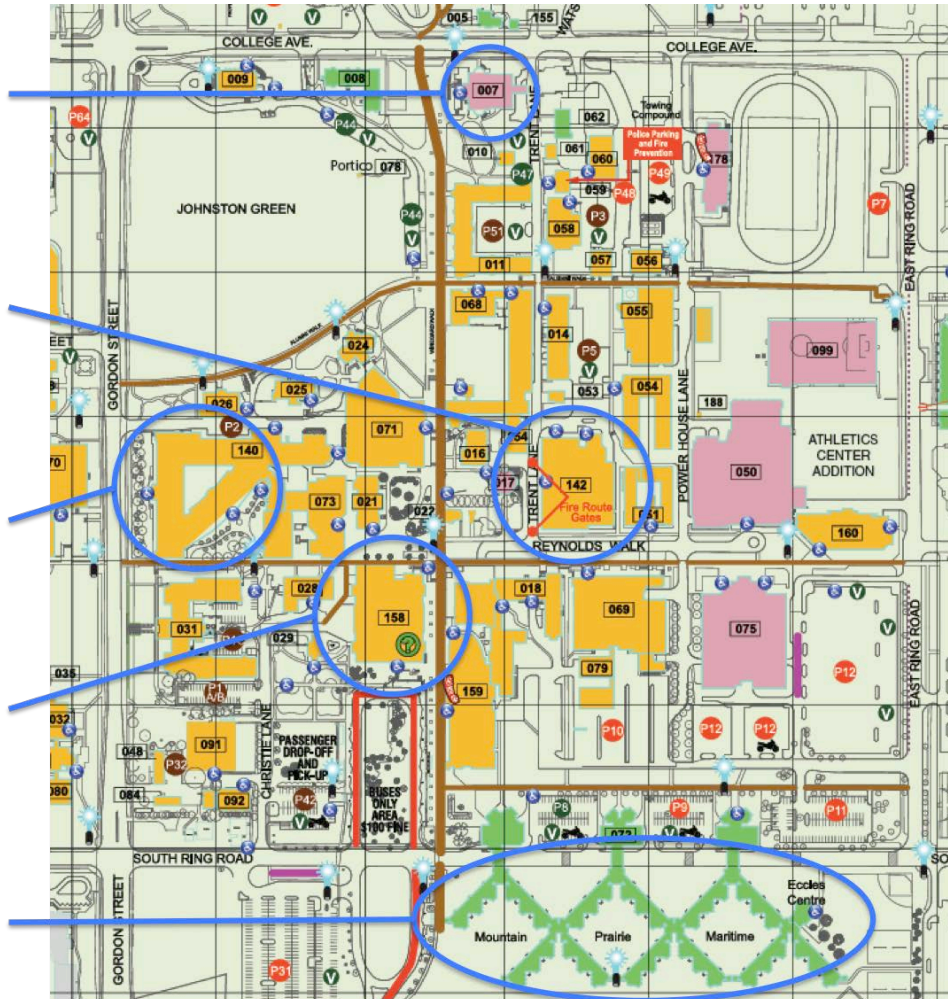
Creelman Hall

Rozanski Hall

Atrium

Peter Clark Hall

South Residence



10. Meetings, Conferences and Workshops

d) Future Conferences – Takuji Tanaka

I work on to find the future hosts of annual meetings. To accommodate the gathering of many microbiologists from all over Canada and to secure the financial situation of the society, I look at potential hosts at a convenient city for travel with rich microbiological industrial background. Since the numbers of microbiologists and microbiology institutes are higher in Ontario-Québec than other areas, the meetings will be held in these areas more often than other areas.

I have talked with several universities in Ontario-Québec about the possibilities in hosting 2023. I have contacted 4 universities, and so far a university in Québec shows the interests. However, to date, they have not decided yet. If they will choose not to host, I will further look into the hosting universities. I have had difficulties to identify the host in Ontario-Québec this time so that the search will be extended to Western Canada.

2019 – Université de Sherbrooke, Sherbrooke, Québec, contact parson, Dr. Vincent Burrus (vincent.burrus@usherbrooke.ca)

2020 – University of Guelph, Guelph, Ontario, contact parson, Dr. Cezar Khursigara (ckhursig@uoguelph.ca)

2021 – Dalhousie University, Halifax, Nova Scotia, contact parson, Dr. Nikhil Thomas (n.thomas@dal.ca)

2022 – Western University, London, Ontario, contact parson, Dr. Martin McGavin (mmcgvain@uwo.ca)

11. Post Doctoral Representative Report – Stephanie Jones

- Student rep and I have been managing Twitter and Facebook accounts, sharing publications/accomplishments from Canadian scientists, and posting job opportunities in Canada.
- Student rep and I are working to engage institutional and postdoc reps to promote CSM award opportunities within their institutions and inform us of anything we can share on social media.

12. Graduate Student Representative – Olivia Ihedioha

One of the most obvious benefits of social media is increasing brand awareness. As a graduate student representative on the CSM executive, I create awareness and promote the society via our Facebook page by posting mainly advertised jobs, annual conference and microbiology related articles. Regular posting of content from CSM website on the Facebook page has increased the likes and followers (from 570 likes in May 2018 to 731 likes in May 2019).

To promote CSM, we need your contribution by following our Facebook page (Canadian Society of Microbiologist). Send bio and a photo of yourself to info@csm-scm.org if you want to be featured on “Meet The Microbiologist” section of our website and this will be shared on the Facebook page. Do you have new publications, are you looking to recruit graduate students or post doctoral fellow, CSM members can advertise for these job positions on our website and social media pages for free.

It has been a pleasure working with CSM executive over the past year. I look forward to posting and sharing your research work on our page.

13. New Members of the Executive & Council



Dr. Ensminger is an Associate Professor of Biochemistry and Molecular Genetics at the University of Toronto, where he has led a highly collaborative team of microbial systems biologists since 2011. Using the model organism, *Legionella pneumophila*, he and his team have made significant contributions in three areas of bacterial pathogenesis: effector function (with a focus on a special class of proteins called “metaeffectors”), CRISPR-Cas genome defense, and experimental evolution. Dr. Ensminger also serves as Associate Chair of Undergraduate Education in the Department of Biochemistry and co-chaired the 2016 CSM General Meeting. After growing up in Ann Arbor, Michigan, he attended Haverford College, a small liberal arts school outside of Philadelphia, Pennsylvania. He completed his Ph.D. (focused on mammalian epigenetics and non-coding RNAs) in the laboratory of Andrew Chess at the Whitehead

Institute at MIT. For his postdoc, Dr. Ensminger received training as a microbiologist under the expert mentorship of Ralph Isberg at the Tufts University School of Medicine in Boston, Massachusetts.



Dr. Laura Hug is an assistant professor and Canada Research Chair in environmental microbiology in the Department of Biology at the University of Waterloo. Her work examines the diversity and function of microbial communities using a combination of ‘omics approaches and enrichment culturing. Dr. Hug’s research program focuses on microbial adaptation to challenging conditions, including life in contaminated sites (e.g., municipal landfills, mine tailings) and adaptations to climate change (e.g., increased freeze-thaw cycles in soil). Dr. Hug obtained her B.Sc. from the University of Guelph, her M.Sc. from Dalhousie University, her Ph.D. from the University of Toronto, and conducted a post-doctoral fellowship at the University of California Berkeley. Dr. Hug’s work has been featured in the *New York Times*, the *Atlantic*, *Discover Magazine*, and on Public Radio International’s “The World”.



Dr. Georgina Cox is an Assistant Professor at the University of Guelph (Ontario, Canada). She completed undergraduate and graduate studies at the University of Leeds, United Kingdom. She then joined the laboratory of Dr. Gerard Wright within the Institute of Infectious Disease Research at McMaster University (Ontario, Canada), as a postdoctoral researcher. Dr. Cox’s primary research focus involves the study of pathogenic bacteria. If significant and rapid advances are not made to combat multi-drug resistant pathogenic bacteria, we will face a major global health crisis. Antibiotics have become a mainstay of modern medicine and without these drugs, common infections will result in fatalities and medical operations will become impossible. Indeed, bacteria harness an impressive and fascinating array of resistance mechanisms in response to toxic molecules. A comprehensive understanding of such mechanisms is essential to overcome this health threat. Utilizing a mixture

of **structural, molecular** and **genetic** approaches, research in the Cox lab involves gaining insight into two areas (1) how bacteria resist antibiotics and (2) how they interact with their host. The over-arching goal of her research is the identification and development of innovative alternatives to traditional antibacterial chemotherapies.



Dr. Alexander Hynes has been attending the CSM, almost without fail, since the day before his graduation from the University of Calgary. Now, as a new assistant professor at McMaster University, he's also taken on the responsibility of Vice-Chair for MGCM. His lab studies bacteriophages, exploring the (surprisingly) many answers to the question "What are phages doing?"

14. Reports from the Section

a) **Applied and Environmental Microbiology (AEM) - Steven Short, Chair & Laura Hug, Vice-Chair**

The Applied and Environmental Microbiology section received 155 abstracts for the 69th Annual CSM Conference in Sherbrooke, Quebec; all 155 abstracts were reviewed and accepted for the conference. Six of the submitted abstracts were selected for inclusion in the AEM Section Symposium. This year, together with Education and Career Development Committee, the AEM Section Chairs selected 4 extended abstracts from a pool of 30 for inclusion in the student oral symposium. Another 4 extended abstracts were selected for the poster competition. Finally, 2 AEM abstracts from a pool of 4 were selected to participate in the Postdoctoral Research Symposia.

14. Reports from the Section

b) **Infections and Immunity (II) – Sebastien Faucher, Chair & Georgina Cox, Vice Chair**

The Infection and Immunity section received 77 abstracts (general submission) for the CSM 2019 Sherbrooke conference. This is comparable to the number of abstracts received for the last two conferences. After review, all abstracts were accepted. The abstract management system was different than previous year and the preference of the author for oral presentation was not indicated. We therefore offered the opportunity to do an oral presentation during the section symposium to the author of the 6 best abstracts (5 from the general submission and one from the Postdoc submission). All accepted except one, who was not comfortable to present in English. Upon clarification that the CSM was a bilingual organization, the author accepted to present in French. In the future, it might be appropriate to revise the need for the author to indicate their preference for oral presentation. This could benefit author who submit abstract of high quality but who, for different reasons, do not indicate their preference to present orally. In addition, it seems that we should better inform the authors of the possibility to present either in French or English. The section also received 11 extended abstracts. All were accepted, four were selected for the oral competition and four for the poster competition. For the Postdoctoral Symposium, two abstracts were selected out of 5 received. Overall, we were very impressed by the quality, scope and impact of the research described in the abstract received.

14. Reports from the Section

c) Molecular Genetics and Cellular Microbiology (MGCM) – Tracy Rivio, Chair & Alex Hynes, Vice-Chair

The chairs assisted the education committee in their rankings for the oral symposium, providing a second evaluation to each of the 27 MGCM extended abstracts. Subsequently, the chairs selected 4 extended abstracts for the poster competition from the remaining pool of 23. Both chairs then evaluated the 114 general abstracts (more than double last year's 56!), selecting 6 for the section symposium, and flagging 2 as unsuitable: one a duplicate, the other lacking detail to determine if it was appropriate for the conference. It turned out to be a submission complementary to an extended abstract, where the author had not understood the need for a regular abstract. Lastly, the chairs selected the post-doctoral talks, choosing 2 from 5 available abstracts (one referred to us by another committee, which was deemed to be MGCM).

15. Reports from Committees

a) Education and Career Committee –Co-Chairs: Drs. Josh Neufeld, Denice Bay and Dawn Bignell

Members: Naowarat (Ann) Cheeptham, Stephanie Jones, Teresa (Teri) de Kievit

EXECUTIVE SUMMARY

- Judging a high number of extended abstracts, skewed heavily toward the oral symposium, worked well through an ad hoc merger of the Education and Careers committee and the section Chairs and Vice-Chairs.
- Fewer posters in the poster competition this year, which may be adopted for future years.
- Paucity of award nominations prior to the original deadline indicates that an award-specific email should be sent next year to avoid the need for a deadline extension.
- Five ISME-8 travel awards selected
- Deeksha Shetty (postdoc; McGill University) selected as 2019 CSM Ambassador
- Five (of six possible) CSM Undergraduate Award recipients were offered to all students nominated.
- Louise Nelson will chair Postdoctoral Symposium and announce the CSM Roger Knowles Postdoctoral Research Prize
- Professional skills workshop focuses on scientific communication skills this year.
- Josh Neufeld stepping down as Edcom co-chair – replacement TBD.
- Thanks to our volunteer judges for help this year!

ORAL SYMPOSIUM AND POSTER COMPETITION

This was a unique year for extended abstracts in that the number of extended abstracts submitted for the oral symposium (61) was higher than in any other previous year, since at least 2011, yet the fewest extended abstracts (7) submitted for the poster competition. Increased submissions to the oral symposium is presumably guided by a strategy of students trying first for the oral symposium, knowing that their abstracts would then also be considered for the poster competition if not selected, as per our guidelines. Although quite acceptable, it made no sense for the Education and Careers Committee (“Edcom”) to judge nearly all of the extended abstracts and then shuttle the high number of remaining extended abstracts into the pool that includes poster abstracts for the section chairs and vice-chairs to start the process all over again.

For the first time, we pooled all extended abstracts (oral and poster) and judged them as an extended 12-member ad hoc committee (six from Edcom and six from Section chairs/vice chairs). We divided the abstract piles for each section (AEM and MGCM; II had too few submissions to divide) in half and assigned each half

pile to one person from education and one from sections. This resulted in 15 abstracts for each AEM set, 11 for II (just one pile), and ~13 for each MGCM set. In this way, every abstract was judged twice.

This process worked well and all judges quickly returned marks for compilation. The oral symposium speakers were selected first by Edcom and the section chairs and vice-chairs then used the same data to select for the poster competition.

Note that Edcom and the section chairs and vice-chairs decided to reduce the total number of posters selected for the poster competition from the traditional 24 (eight from each section) to 12 (four from each section). This was a strategic decision to try increasing the quality of presented posters and reducing the judging burden, especially for judge #3s that must complete their tasks all in a single poster session - problematic in previous years. In addition, space issues are alleviated for conference organizers because only 12 competition posters must remain on display for the week.

The judges for the symposium will be CSM faculty members selected from the conference registrant list. We are grateful for the willingness of these individuals to contribute to the process. Four awards sponsored by Canadian Science Publishing (CSP), Canadian College of Microbiology (CCM), Cedarlane, and ISME-8 will be handed out to the top four oral presentations.

In addition to the six section judges, three judges will be assigned to judge the poster competition during the Annual Conference. The judges for the poster competition will be CSM members (faculty) selected from the registrant list. In the memory of Terry Beveridge, three poster prizes in the amount of \$500 will be handed out for each section: II, MGCM, and AEM. An ASM award comprising an ASM student membership and a book or journal will be handed out for best poster layout.

AWARDS

ISME-8 travel awards - 20 received but only 1 by the deadline. This initial submission was approved automatically because this individual met the requirements. The distribution of remaining applications for grading proceeded as per last year by a subset of Edcom. Fortunately, the top ranked submissions were diverse with respect to location, diversity, gender, and topic. We awarded five total (as per the Terms of Reference) because the selected Grad Ambassador (see below) did not have a microbial ecology focus.

Next year, we propose to add a sentence to the website that clarifies the research project/future goals submission, which for some applicants just looked like a second abstract. Because the intent is that this 1-page description be a personal reflection, we will add a short description to clarify that we would like for the student to describe the experiences they are gaining as a graduate student thus far and how these experiences will equip them for their future careers.

The CSM Ambassador Award recipient (Deeksha Shetty) was judged a highly suitable recipient following an extension of the deadline for application; no applications by the original deadline. We would normally be able to award two ambassadorships in a given year.

CSM Undergrad awards: Up to six awards can be given, yet we only received five nominations by the original deadline, out of which two were not members at the time of the nomination. Three automatically received the awards and were suitable. No additional nominations were received by the extended deadline and the other two nominees became members and were also selected.

Jason Tran (McMaster University; nominated by Alex Hynes)

Gaële Lajeunesse (Universite de Sherbrooke; nominated by Peter Moffett)

Alex Umbach (University of Waterloo; nominated by Josh Neufeld)
Beatrice Fung (University of Calgary; nominated by Michael Hynes)
Raelene Engelberg (University of Manitoba; nominated by Ayush Kumar)

CSM KNOWLES POSTDOCTORAL SYMPOSIUM

As per the 2018 organizational model, Edcom helped coordinate the postdoctoral symposium process. Each year, six postdoc abstracts are selected for oral presentations in this symposium. For symposium consideration, AEM received 4 abstracts, II received 4 abstracts, and MGCM received 5 abstracts. Each section chair/vice-chair team selected their top two abstracts for inclusion in the symposium. There was one cancellation and a runner up from the same section was selected to fill the slot.

Louise Nelson (Roger Knowles alumna) will chair the symposium and announce the 2019 recipient of the CSM Roger Knowles Postdoctoral Research Prize.

We thank all volunteer judges for their help this year!

CAREER DEVELOPMENT WORKSHOP

The 4th annual career development workshop is planned for the afternoon of June 10th, divided into 3 sessions (50 minutes each):

From design to delivery: the art of scientific communication for microbiologists

Effective scientific communication is a critical cornerstone of microbiology research. However, student and postdoctoral trainees have relatively few training opportunities available that specifically address best practices for delivering oral presentations, designing posters, and preparing figures and tables for publication. This year's professional skills workshop focuses on these transferable skills, with presentations and discussions from Drs. Josh Neufeld (University of Waterloo; "How to give a talk"), Haley Sapers (Caltech; "How to design a poster"), and Denice Bay (University of Manitoba; "How to design figures and tables for publication"). We plan to discuss practical and philosophical approaches to these important scientific communication skills, bridging art and science in the process.

In the past, the workshop has focused on microbiology careers with a subsequent panel discussion. We decided to try something new this year.

COMMITTEE MEMBERSHIP

Josh Neufeld will step down as Edcom Co-Chair. Education committee members Denice and Dawn will continue as co-chairs and will arrange a replacement for Josh as co-chair. Discussion are underway to decide if Josh will remain as an extended Edcom member to help support the co-chairs.

15. Reports from Committees

b) FOME Report – Josie Libertucci, Tanya Noel, Joe Rubin, Maria Davis, and Heather Dietz

This is the fifth consecutive year that CSM FOME has been offered as a preconference workshop prior to the annual CSM meeting! We would like to thank Vincent Burrus for all of his help and hard work. This year, organizing CSM FOME would not have been possible without him. The FOME committee would also like to thank Chris Yost, meetings secretary, for all of his invaluable help and continued support!

This year, CSM FOME is excited to have the wonderful and amazing Mark O. Martin as our keynote facilitator! Mark O. Martin is currently Associate Professor of Biology at the University of Puget Sound in Tacoma, Washington. At Puget Sound, Martin teaches introductory cell and molecular biology, symbiotic associations, and his beloved microbiology. Martin is well known for incorporating social media and creative approaches in his classroom, mixing art and science in ways that students find memorable.

Following the keynote workshop session, this year we are having two concurrent sessions; one will focus on assessment and the other on being an effective TA. We decided to have these concurrent sessions to accommodate the undergraduate and graduate students that attend CSM FOME. Following these sessions, we will wrap up our CSM FOME workshop with our very popular MicroFOME session! These short sessions will allow presenters to share strategies for engaging students in authentic research, using the arts to teach students about microbiology history, and how song can be incorporated into the classroom!

CSM FOME continues to have excellent participation rates as we have 65 participants registered as of April 26, 2019. The early fee for registering is $10 + \text{GST/QST} = \$11.50$. In total we had 64 individuals registering early ($64 \times 11.5 = \$736.00$) plus one individual who registered only for FOME \$57.49 ($50 + \text{GST/QST}$) for a total of \$793.49. The breakdown of the participants as of April 26, 2019 are as follows: 5 undergraduates, 3 non-member graduates/PDFs, 39 member graduate students/PDFs, 2 non-member regular, 15 full members, and 1 as unidentified.

This year we have succeeded in making CSM FOME sustainable! We recruited others to join CSM FOME and we are now a true committee! This year Joe Rubin (University of Saskatchewan), Maria Davis (University of Regina), and Heather Dietz (University of Regina) have joined us! Next year Tanya and Josie will be passing on the torch to Joe and Maria as CSM FOME co-chairs! Welcome Joe, Maria, and Heather! Josie and Tanya will be available to the committee if any advising is needed.

15. Reports from Committees

c) Awards Report

CSM Murray Award for Career Achievement – William Mohn

Not available.

Thermo Fisher Scientific Award – Andrew Lang

As the current Past President of the CSM I served as Chair of the Thermo Fisher Scientific Award Evaluation Committee for this year. The Committee includes the CSM Meetings Secretary, a representative from the Education Committee, and two Editors of the Canadian Journal of Microbiology. We received three strong nominations and were pleased to recommend Dr. Joe Harrison from the University of Calgary as this year's winner. It would be welcome to see more female nominees for this award.

Armand-Frappier Outstanding Student Award – Joe Harrison

The Armand Frappier Outstanding Student Award Committee received three very strong applications in 2019. These applicants included Marie Laurence Lemay under the supervision of Sylvain Moineau from Laval University, Yogesh Hooda under the supervision of Trevor Moraes at University of Toronto, and Martin Daniel Ivad under the supervision of Justin Nodwell University of Toronto. Scoring between the applicants was very tight, and the caliber of all the applications was very high. The consensus of the committee was to award Dr. Yogesh Hooda for his research on an outer membrane protein that is important for virulence in *Neisseria*. We also strongly encouraged Marie Laurence Lemay to reapply next year because of her research accomplishments and community service.

16. Reports from Representatives to outside organizations

a) Canadian Journal of Microbiology, 2018-2019 - Chris Yost and Kari Dunfield, Co-Editors in Chief

The *Canadian Journal of Microbiology* (CJM) is affiliated with the Canadian Society of Microbiologists (CSM). CSM receives a number of benefits including annual support for the Murray Award, waived colour charges to the print journal, a 66% discount on open access fees (\$1000 vs. \$3000), subscription discounts to CJM, and free cross-promotion. In 2018, Canadian Science Publishing worked with CJM Editors and the CSM Meetings Secretary to organize a free student focused workshop at the CSM meeting on “discussing the future of microbiology research publishing”. This event became over subscribed and we feel that is was of value to CSM attendees and particularly students as they were able to learn more about the rapid changes occurring in scholarly publishing.

CJM continues to provide support to CSM through the Canadian Science Publisher’s support for the sponsorship of the Murray Award and by providing student support to CSM student competition symposium. CJM enjoys this partnership, however there have been incidences where it has been challenging to secure a review manuscript that is to be submitted to CJM by the Murray Award winner as part of the sponsorship agreement between CSP/CJM and CSM.

CJM has recently highlighted articles published by CSM members within the Editors Selection section. Several CSM members also serve as Editors or on the Editorial Board of CJM and we greatly value their contributions.

16. Reports from Representatives to outside organizations

b) International Union of Microbiological Societies Virology– Rodney Russell

First of all I should sincerely apologize to the Council because I have not been active at all in this role. This is in part due to the fact that my role has not really been clear to me since I accepted it in December of 2017. What is clear is that I was supposed to become a member of CSM and pay fees, which I didn’t do, but will do if the Council wishes for me to continue in this role. In that case, if so desired, I would take the initiative to be more active in the future and I feel this exercise of preparing a report in itself is the beginning of me figuring out how I can contribute better in the future. However, I should also say that I was asked by Dr. Andrew Lang in to organize a Virology Symposium as part of CSM when it was held here in St. John’s in 2011. We had hoped that subsequent CSM meetings would continue with a formal Virology session, but since that did not happen, I did not renew my membership, and am reluctant to do so now. I think Virology content is something

we can consider in the coming years if the Council has interest. I remember being told that the CSM Virology Symposium in 2011 was well-liked by trainees. On that note, the Canadian Society for Virology (CSV) has now been established and has begun having biennial meetings, so it might be interesting/economical to consider a joint meeting at some point. The most interesting aspect of this story is that in 2011 I invited Drs. Nathalie Grandvaux (U de Montreal) and Craig McCormick (Dalhousie) to speak in the CSM Virology Symposium, and that was when they met and decided to start CSV! It turns out that CSM and CSV will both be in Guelph in 2020, but we only realized that recently and it's probably too late now to associate the meetings. I am currently Secretary/Treasurer for CSV and can facilitate an interaction if need be.

Regarding a formal update on IUMS, I'm surprised to say that I have received absolutely no communication from IUMS since I took on this role. I don't know if they have an annual meeting, but perhaps I would attend if I received any information from them. Again, I am willing and interested in contributing more, but to do so I think I would have to seek out IUMS myself and learn more about their organization. And perhaps this is the only point that needs to be made in my annual report, that they have not engaged with me in any way. Am I supposed to be trying to engage with them?

I'm sorry this is not much in the way of a "report", but again, the lack of things to report highlights the lack of interaction between IUMS and CSM representatives, but I can certainly try to do more if so desired by CSM.

16. Reports from Representatives to outside organizations

c) *International Union of Microbiological Societies - Mycology– Jennifer Geddes- McAlister*

I have not received the annual report from IUMS and therefore, I have no comments on IUMS at this time. However, Marie Elliot has initiated a conversation among the CSM-IUMS representatives on how CSM can be more involved in IUMS and how the IUMS can better help the CSM. Excellent suggestions include opportunities for the IUMS to help provide financial support for international students interested in attending the annual CSM conference. I think this is a great initiative and the Representatives plan to meet during CSM 2019 to discuss our involvement and potential opportunities available through our participation with the IUMS.

16. Reports from Representatives to outside organizations

d) *International Union of Microbiological Societies – Bacteriology – Charles Dozois*

Concerning my position as the Canadian representative on behalf of the CSM to the Bacteriology and Applied Microbiology (BAM) section of the IUMS. I have not received any news from IUMS over the course of this year. I can only inform the executive and section members that IUMS organizes a series of congresses (usually 3 in one: Virology, Mycology and BAM) every three years. I partook actively in IUMS from around 2012 to 2014, as I was involved in organizing the IUMS congresses and the BAM congress in collaboration with CSM and the NRC which was held in Montreal in 2014. Since this time after the post mortem of this meeting, I have not heard from the members or executive of the IUMS. I can inform you that the last international congresses of IUMS were held in 2017 in Singapore and that the next congresses will also be in the Far East, to be held in **Daejeon Korea** in 2020.

16. Reports from Representatives to outside organizations

e) *International Committee on Taxonomy of Viruses – Andrew Lang*

Access to all the latest information about ICTV activities and updates is available at the ICTV website (<http://talk.ictvonline.org/>). At this site you can also subscribe to the ICTV email newsletter. Some recent and ongoing ICTV highlights:

- The ICTV sponsored a Satellite Symposium at the 37th Annual American Society for Virology Meeting in July 2018: “A World of Viruses: Exploding Diversity and Its Impact on Classification”.
- Taxonomic proposals (91) submitted over the previous year were reviewed by the ICTV Executive Committee during its 50th annual meeting in Washington DC in July 2018 and ratified by electronic ballot by the ICTV membership in February 2019. The current virus taxonomy is available online at <http://ictvonline.org/virusTaxonomy.asp>.
- The ICTV Online (10th) Report on Virus Taxonomy is now available and freely accessible at <http://ictv.global/report>. ICTV Study Groups are currently updating the information in chapters from the 9th Report over a three-year cycle, as well as producing chapters for newly created viral taxa.
- Summaries of the Online Report chapters are published in the *Journal of General Virology* ICTV Virus Taxonomy Profiles section. These summaries are linked to the full Online Report chapters on the ICTV website and are indexed in PubMed.

16. Reports from Representatives to outside organizations

f) *Biological & Chemical Defence Review – Jon van Hamme*

I hereby submit to the CSM-SCM a report on the activities of the Biological and Chemical Defence Review Committee (BCDRC) for the period April 1, 2018 – March 31, 2019. In this reporting period the BCDRC comprised Dr. Pierre Potvin (York University; representing the Canadian Society for Chemistry), his replacement Dr. Heinz-Bernhard Kraatz (University of Toronto), Dr. Jonathan Van Hamme (Thompson Rivers University; representing the Canadian Society of Microbiologists), Dr. Heather Durham (Montreal Neurological Institute; representing the Society of Toxicology of Canada, and Chair), and Executive Officer Brigadier General (ret'd) James Selbie. Our arm's-length website can be found at <http://www.bcdrc.ca/> with links to formal, public reports.

The mandate of BCDRC is to provide an independent, third-party review of the Biological and Chemical Defence (BCD) research, development and training activities undertaken by the Department of National Defence (DND) and the Canadian Armed Forces (CAF) with a view to assessing whether these activities are defensive in nature, and are conducted in a professional manner with minimal risk to public safety and the environment. Recent conflicts reported in the news involving the use of biological toxins, documented use of chemical weapons, and potential use of biological agents makes the Committee's work ever more important and relevant.

Between April 2018 and March 2019 the BCDRC completed numerous visits and inspections at DND establishments, Defence Research and Development Canada (DRDC) sites and other institutions involved in BCD research. A full report of the Committee's diverse activities can be found at: <http://bcdrc.ca/annual-reports/>.

During its 2018 visits the Committee was satisfied that DND and the CAF are maintaining a purely defensive policy in biological and chemical warfare research, countermeasures, surveillance and training; that such research is compliant with Canada's obligations as a signatory state to the Biological Weapons Convention and Chemical Weapons Convention; and that such research does not pose a threat to public safety or the environment. Based on observations during the course of its visits, the Committee made several recommendations published in its 2018 Annual Report on the BCDRC website.

In addition to the activities listed in the report, I published an article on the history of biological weapons development in Canada, and the impetus driving the formation of the BCDRC in the late 1980s. The article, *Watching the Watchkeepers*, Dr. Jonathan Van Hamme, the Canadian Society of Microbiologists' representative on the BCDRC, appeared in the February 2019 edition of CBRNe World magazine (<https://cbrneworld.com/magazine>).

16. Reports from Representatives to outside organizations

g) *ASM International Membership Comm. & Ambassador to Canada* – Christine Szymanski

This is my second year as ASM Ambassador to Canada. Each year, the Ambassadors submit requests to ASM for support of the CSM Annual Conference. In the past, the country ambassador has submitted a grant to fund the Career Development Workshop and the Student Poster Prize at the CSM Annual Conference. The young ambassador submits a grant to fund a CSM/ASM student networking event. The work plans and funding requests are due by the end of January (decisions are sent early March) and the ambassadors work together with the local organizing committee on these submissions. There are also opportunities to request funds for special ASM lectures or sessions at the CSM Annual Conference or if anyone is interested in organizing a microbial specialty meeting in Canada. You would need to contact the ambassadors prior to January 30 of that year if you are planning to host a meeting that year.

Last year, we were unsuccessful in obtaining any funds for the Career Development Workshop, but were approved for a Student Poster Prize. So this year, I submitted a request for two Student Poster Prizes. However, for 2019, ASM has agreed to again fund one Student Poster Prize (1 membership and e-book, a combined \$250 value) at the Canadian Society of Microbiologists Annual Conference. ASM is also sponsoring the CSM/ASM student trainee event at the CSM Annual Conference that will be described in more detail by our Youth Ambassador, Agatha Jassem.

Next year will be my third year as the ASM Ambassador. Typically, representatives serve 3-year terms. I am happy to continue in this role for another term, but we may want to consider replacing me with a CSM member that more regularly attends ASM Microbe meetings and participates in ASM events.

16. Reports from Representatives to outside organizations

h) *ASM Young Ambassador to Canada* – Agatha Jassem

I have been the ASM YA to Canada since January 2017. In this role, I am particularly interested in enhancing trainee professional development as it aligns with ASM's mission to promote and advance the microbial sciences by providing trainees with tools to build successful careers in microbiology and immunology.

2017: I spoke about ASM career resources as a speaker and panelist at the 2017 UBC Pathology Alumni Career Event. I helped to establish a UBC ASM Student Chapter, for which I am the Faculty Advisor. ASM contributes \$300 US/year for the student chapter. This year ASM had no funds available for YA events.

2018: I applied for ASM funding for two YA trainee professional development activities: a networking event at the 2018 Canadian Society for Microbiology (CSM) student networking event that was previously funded by ASM YA awards (\$1200) and a new trainee session at the 2018 British Columbia ImmunoBC meeting. Unfortunately, ASM was unable to fund these proposals.

2019: I was successful in obtaining ASM funds for two YA trainee professional development activities. ASM has provided \$1200 CAD to cover some food costs at the 2019 CSM Student Mixer, a networking event that allows trainees to interact with professionals attending the conference. ASM also provided \$1100 to cover food at the 2019 BC ImmunoBC trainee professional development event which will have trainees interact directly with professionals in clinical, academic, and industry fields over breakfast. I am also currently helping the UBC ASM Student Chapter organize a BC Centre for Disease Control fall open house where trainees will learn about various laboratory career paths at the BCCDC.

2019 CSM Student Mixer:

This trainee event will be an evening reception and food will be partly covered by ASM since there has been an overwhelming response to participate with a current tally of ~200 and food costs will surpass the initial estimate. An ASM booth will be present at the event, with Dr. Christine Szymanski (ASM Ambassador to Canada) representing ASM. Unfortunately, I will not be able to attend CSM this year myself. I would like to thank David Dumoulin (trainee, Université de Sherbrooke) and Dr. Szymanski for their help in organizing ASM's role in the student mixer event. I would also like to thank Mrs. Wafaa Antonious (CSM Secretariat) and Dr. Vincent Burrus (CSM Chair) for support in organizing the event.

This is my last year as ASM YA to Canada but I hope that more collaborative events happen between ASM and CSM in the future. The new ASM YA to Canada has not been appointed yet.

16. Reports from Representatives to outside organizations

i) *Partnership Group in Science and Engineering – PAGSE – Thien-Fah Mah*

PAGSE Annual Activity Report

1 July 2018 – 1 June 2019

PAGSE: Who we are and what we do

The Partnership Group for Science and Engineering (PAGSE; www.pagse.org) is a cooperative association of national organizations in Science and Engineering. It was formed in June 1995 at the invitation of the Academy of Science of the Royal Society of Canada. The national organizations that comprise PAGSE represent almost 60,000 individual members from industry, academia, and government sectors. They work collectively to represent the Canadian science and engineering community to the Government of Canada, and to advance research and innovation for the benefit of Canadians. PAGSE is *not* a lobby group. It does not seek an audience to advance the cause of specific science and engineering initiatives. Rather, its intent is to address the broader issues of science and engineering policy at the national level and to inform parliamentarians on topics of science and engineering.

PAGSE: Members and representatives

A full list of PAGSE Member Organizations and representatives can be found at www.pagse.org/en/links.htm.

PAGSE: Update

Over the summer, PAGSE went through a period of transition as longtime manager Donna Boag retired. In August 2018 PAGSE settled in its new home at the Canadian Museum of Nature, and the fall 2018 season of Bacon and Eggheads was up and running in September.

Bacon & Eggheads

PAGSE, in partnership with the Natural Sciences and Engineering Research Council (NSERC), Canadian Museum of Nature, CANARIE Inc, and many other organizations sponsors a monthly breakfast meeting held on Parliament Hill, known as “*Bacon and Eggheads*”. Speakers at the meetings inform parliamentarians about recent advances in science and engineering. In 2018-2019 PAGSE organized the presentations listed below.

How Did that Chemical from My TV End Up in Me and an Arctic Fish?

Miriam Diamond, University of Toronto Thursday, September 27, 2018

Plastic: from miracle material to environmental threat

Peter S. Ross, Ocean Wise Thursday, October 25, 2018

What Will it Take for Canada to Finally Solve Indigenous Water Health Challenges?

Madjid Mohseni, University of British Columbia Thursday, November 29, 2018

Toxic algae – a growing threat to Canadians

Frances Pick, University of Ottawa Thursday, March 21, 2019

Innovation Prospects for Canada: The Industry Perspective

Panel Discussion – Jill Green - Green Imaging Technologies, Allan F. Miranda – Johnson & Johnson Innovation Labs & David Ross – Ross Video. Moderator - Satyamoorthy Kabilan – Public Policy Forum Thursday May 2, 2019

Using Light to Save the Planet: Photonics for the Environment – POSTPONED till 2020

Donna Strickland, University of Waterloo Thursday May30, 2019

SciEng Pages (formerly SciencePages)

SciEng Pages is an initiative undertaken by PAGSE to provide brief, evidence-based assessments of topical science and engineering topics to Parliamentarians and the public. October 17, 2018

Cannabis Act came into force and the Canadian Association for Neuroscience led and released with the assistance of the Science Media Center a Canada a SciEng Pages effort on Cannabis, with Professor Matt Hill and Rebecca Haines-Saah (University of Calgary).

To view all the SciEng Pages publications please visit the SciEng Pages website. <http://sciengpages.ca/> or <http://sciengpages.ca/fr/>

PAGSE Council Meetings

Guests, representing science and engineering in the government and industry sectors, are invited to PAGSE Council meetings to present their perspectives on science and engineering in Canada, on the activities of their organizations, as well as the potential issues and challenges that they would like to see PAGSE address. Members also consider federal activities and reports and how best to promote and sustain Canada’s scientific base. The meetings are held at the University of Ottawa. During the last year PAGSE has welcomed the following guests:

- December 3, 2018: Meg Beckel, Canadian Museum of Nature
- April 17, 2019: Jim Handman, Science Media Centre of Canada

Submissions to Parliamentary Committees and Consultations

PAGSE will prepare briefs to respond to calls for consultations from the government (<http://www.consultingcanadians.gc.ca/>) when the topic is broad and there is a science/engineering component. Yearly, PAGSE will submit a brief to House of Commons Standing Committee on Finance in response to the questions provided in the pre-budget consultations. [Our submissions are available on the PAGSE website.](#)