

## Council Final Minutes April 29, 2021 - Zoom Meeting

### Council Members Present:

President: Jane Kerner, PAg; District 3

Treasurer: Rebecca Martin, PAg; District 1

Kevin Eastwood, PAg; District 2

Warren Mills, PAg; District 3

Kirk Phair, PAg; District 3

Todd Larsen, PAg; District 1

**Council Member Not Present:** Jessica Morgan, PAg; District 2

### Lay Council Members Present:

Brock Endean, Carla Corbett Schiller, RPBio, Matthew Voell, J.D., Aiden Wiechula, RPF

**Invited Observers (Incoming Councillors) Present:** William Shaw, PAg; Yasemin Parkinson, PAg

### BCIA Staff Present:

JP Ellson, CEO/Registrar

Laurena Olsen, Deputy Registrar

Seija Laukkanen, Financial Officer

Julia Henshall, Administrative &

Communications Officer (Recorder)

Bonnie Keleher, Provincial PD Coordinator

**The meeting was called to order at 7:05 pm.**

### 1. Welcome and Introductions

JP welcomed everyone and introduced new Lay Councillor Carla Corbett Schiller, RPBio. JP also confirmed that two incoming Registrant Councillors William Shaw, PAg and Yasmine Parkinson, PAg were attending the meeting with observer status only.

### 2. Approval of Agenda

**Motion** to approve the presented agenda. **Carried**

### 3. a) Approval of March 20, 2021 Meeting Minutes

Update line item 4.e) Registrants' Survey, to indicate the survey will have the option "Prefer Not to Answer" for all survey questions

**Motion** to approve the March 20, 2021 meeting minutes as amended. **Carried**

### 4. Chief Executive Officer's Report

Written report submitted by JP Ellson, CEO/Registrar with highlights discussed

**OSPG Update:** OSPG continues its consultations with stakeholders. No announcement for a successor to Paul Craven who is transitioning out of his superintendent role. BCIA has volunteered to be the first regulator to have its operations audited by the OSPG through what OSPG calls a "Familiarization Survey". In the coming months OSPG will be developing the respective definitions of reserved practice; the definition itself will be short, but specific practice bulletins will be more informed. BCIA has submitted its third proposal on practice rights; however, no response has been received yet. It was noted that both the College of Applied Biology and BCIA should logically receive practice rights simultaneously so that no registrant is prevented from being able to practice. If CAB is granted practice rights first does this put BCIA registrants in jeopardy?

JP also stated that the Technicians have expressed that they desire to hasten the process for practice rights to ensure they are given practice rights at the same time as the BCIA and CAB.

### 5. KPMG Auditor's Report

Written report submitted by KPMG with Rebecca Martin providing highlights.

- I. There was a delay, but not a problem, with monthly credit card reconciliations. The staggered work schedule due to COVID-19 and increased work duties may have caused delays.
- II. No formal authorizations for advance expense payments to the CEO were obtained (a policy was to be drafted but pandemic restrictions began, and CEO travel ceased).

A question was raised about alternatives to physical cheques. This was investigated last year, with tokens determined to be the best option over e-signatures and this will start in the fall.

**Action:** The CEO will develop a policy regarding a 2- or 3-year limitation on the Treasurer's position.

**Action:** The CEO will ask KPMG if sentence 'B' from the report can be removed as we have provided additional information since provision of the initial drafts

**Motion to accept the draft 2020 Financial Audited Statements only, as presented. Carried**

## 6. Financial Officer's Report

First Quarter 2021 Financials presented with Seija Laukkanen providing highlights. First quarter figures are usually higher due to collecting of the annual renewal fees. It may be another surplus budget due to COVID restrictions being extended. The GIC matures in June, which will be reinvested as a GIC at a very low rate in the current markets. The legal fund GIC matures in July and will be reinvested in accordance with the BCIA investment policy.

## 7. Provincial AGM: Expectations and Planning

Draft AGM Agenda presented for Council's review. A resolution from 2020 AGM regarding live streaming the provincial conference & AGM was tabled. Live streaming is very expensive at a minimum of \$20K to provide a quality stream from numerous breakout rooms; however, registrants can force the motion via a petition process if there is disagreement. Moving forward Council approved a virtual AGM with an in-person conference thus the CEO will present this at the 2021 AGM together with the reasoning behind not pursuing a live stream for the conference.

The line item *Agrologist of the Year Award* will be moved up the agenda to #6. As 2021 progresses, it may be required to have a 2022 annual fee increase approved by Council. This will be monitored as COVID restrictions are lifted and OSPG requirements are increased.

**Action:** The CEO will ask Rob Kupchanko if he will be the moderator as well as the Parliamentarian for the AGM.

**Action:** The CEO will draft a land acknowledgement with Brock Endean providing input.

## 8. Other Business

**Action:** Jessica Morgan and Rebecca Martin will conduct an exit interview with Bonnie Keleher end of June. Bonnie is leaving BCIA due to retirement.

## 9. In Camera

In camera session not required.

## 10. Motion to adjourn the meeting at 8:36 pm. **Carried**