

## Registrant Board Members

Regional Electoral District 1	Rebecca Martin, PAg (Vice Chair); Natasha Neumann, PAg
Regional Electoral District 2	Jessica Morgan, PAg (Chair); William Shaw, PAg
Regional Electoral District 3	Warren Mills, PAg; Yasemin Parkinson, PAg; Kirk Phair, PAg (Treasurer)
Past President (non-voting)	Jane Kerner, PAg

## Lay Board Members

Brock Endean; Aiden Wiechula, RPF; Carla Corbett Schiller, RPBio;  
Matthew Voell, J.D. (in-person Saturday; virtual Friday & Sunday)

## BCIA Staff

JP Ellson, CEO/Registrar & General Council  
Laurena Olsen, Deputy Registrar  
Seija Laukkanen, Provincial PD Coordinator  
Karen Tyrrell, Communications Officer  
Tess Karuvetti, Administrative and Finance Officer (recorder)

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The meeting was called to order at 8:32 am on Friday, October 14, 2022

### 1. Call to Order

The Board Chair called the meeting to order and confirmed quorum was met, which included at least one Lay Board Member present.

### 2. Approval of Agenda

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

### 3. Review/Approval of Draft Minutes

*Motion to approve the May 5, 2022 minutes as amended. **Carried***

*Motion to approve the July 27, 2022 minutes as amended. **Carried***

### 4. Action Tracker Update

Council reviewed the Action Item Tracker List. The Board directed staff to Investigate the Basecamp project management tool for the next meeting.

### 5. CEO Report

Written report submitted by the CEO/Registrar was discussed as presented. A separate discussion on Bylaws revision and compliance plan followed.

- **Reserved Practice Compliance Plan (CP):** the draft plan was reviewed and discussed by the Board.
- **Branch Outreach:** Chair will address Branches' request for more consistent communication in the upcoming Branch Presidents call on October 21, 2022.
- **Bylaws Revision:** The draft amended Bylaws have major administrative changes in sections 50, 58, 53, 54. Section 50 notes terminology changes Council to Board; President to Chair; Registrant Director to Registrant Board Member. Sections 58, 53 and 54 requires change in terminology.
- **Reserved Practice Update:** 4 webinars have been presented to date.

**Action:** Communications Officer to edit the CP brochure to reflect amendments suggested by the Board.

*Motion to approve the Compliance Plan with amendments as discussed. **Carried***

### 6. New Website Orientation

A presentation of the new website was provided to the Board highlighting the new application portal and public facing features.

### 7. Deputy Registrar Report

Written report submitted by the Deputy Registrar was discussed as presented. An LLAG eligibility document was presented to the Board for discussion.

Meeting adjourned at 4:37 pm on October 14, 2022

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## Meeting called to order at 9:33 am on October 15, 2022

### 8. 2023 Initiatives and Challenges

- **Written Practice Guidelines (Standards):** Under the PGA, every regulator is required to prepare and keep updated written standards for every practice area.  
**Action:** staff shall prepare a work plan for the Board's consideration at the February 2023 meeting.
- **2023 AGM/Conference:** Proposed at Sandman/ Prestige Hotel at Kamloops. Staff will consult with Kamloops Branch to Identify and book keynote speaker(s) for the conference. The Board agrees with Kamloops Branch that conference should be reconciliation focused. The 2024 BC Land Summit to be held in Nanaimo.
- **Indigenous Level 2 Course:**  
**Motion:** To establish a Board Working Group to develop a framework for the Indigenous level 2 course for BCIA registrants and to assign Brock Endean, Lay Member as Chair. **Carried** (one abstained)  
**Action:** CEO/Registrar to draft Terms of Reference for Brock Endean to review.
- **Compliance Officer:**  
**Action:** CEO/Registrar to develop job description and canvass other PGA regulators to determine a reasonable salary range.
- **Lease Renewal:** Lease ending in September 2023. Need to canvass hybrid work models and possible office expansion.  
**Action:** CEO/Registrar to bring the council clarity on the space requirement and office model in the December meeting.
- **Agrologists Agronomes Canada (AAC): Subcommittee of AAC is suggesting that the national organization be dissolved.**  
**Motion** to authorize the Board Chair to attend a future AAC meeting with the CEO/Registrar to analyse the dissolution proposal and exercise BCIA's vote. **Carried** (one abstained)
- **EDI (Equality, Diversity & Inclusion) Policy:** BCIA does not have an EDI policy. Objective to develop an EDI framework that works at three levels (Board, Organization and Registrant) which will be include in the Strategic Plan.  
**Action:** CEO/Registrar to do a jurisdictional scan of other PGA regulators for February 2023 Board meeting.
- **Strategic Plan:** Current Strategic Plan expires on Dec 31, 2023. Discussion respective including EDI policy into a new Strategic Plan.  
**Action:** Include a gap analysis respecting the Strategic Plan with Greg Tegart in February 2023 Board Meeting.
- **Alignment with revised OSPG standards of Good Regulation:** CEO to consult with OSPG on this topic. Many of the OSPG concerns will be addressed by the new website which is in compliance with the standards. There are plans to conduct familiarization surveys in 2024. Discussion on having a non-voting board member to sit on the standing committees for silent observation as OSPG doesn't want the board's influence of the committees' discussion/decision-making process.
- **Update all governance and employee policies to ensure compliance with PGA and EDI:**  
**Action:** CEO/Registrar to commence this process and provide regular updates to the Board for its review.

### 9. Communications Report

Written Report and user analytics on website and social media engagement presented by Communication Officer.

### 10. PD/CEP Report

Written report by Provincial PD Coordinator was discussed as presented.

### 11. Committee Reports

- **Audit and Practice Review Committee:** The Chair's report was reviewed as presented.  
**Motion to go in camera 1:57 pm. Carried**  
**Motion to end in camera session at 2:15 pm. Carried**
- **Credentials Committee Report:** The Chair's report was reviewed as presented.  
**Motion to accept the recommendation from the Credentials Committee to remove the Canadian work experience requirement as outlined in the report. Carried**
- **Governance Committee:** The Chair's report was reviewed as presented.  
**Motion:** Council requests that the Nomination Committee bring forward nominees to be considered to fill vacancies in standing committees in advance of the February 2023 meeting, including those current committee members who have requested a term extension. **Carried**  
**Action:** CEO/Registrar to contact CABRO to request lay member replacements for current vacancies on each committee.
- **Nomination Committee:** The Chair's report was reviewed as presented.
- **Communications Working Group:** The Chair's report was reviewed as presented.

### 12. 3<sup>rd</sup> Quarter Financials and Budget

Written report and Budget presented by the CEO/Registrar was discussed. The Board discussed whether to consider allocating the amount stipulated for Indigenous Reconciliation in the budget towards the level 2 training, and if it is used by the end of 2022. If left over remains at the end of each year, the amount can be donated appropriately.

**Action:** staff will revise 2023 draft budget in accordance with the Board suggestions and present for consideration at the Board's December 2022 meeting.

### **13. In Camera**

**Motion** to go in-camera 4:47 pm. **Carried**

**Motion** to leave in-camera at 6:24 pm. **Carried**

**Meeting Adjourned at 6:27 pm on October 15, 2022**

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**Meeting called to order at 10:02 am on October 16, 2022**

### **14. Directions and Motions respecting 2023 Budget and 2023 Initiatives**

**Motion** to approve the recommended LLAG document presented by the Credential Subcommittee, as amended. **Carried**

**Motion** to define an "owner" of "own land" under the Agrologist Regulation as a person who:

- a) Is in possession,
- b) Has the right of control, or
- c) Occupies or controls the use.

Of real property, and includes, without limitation, a person who has an estate or interest, legal or equitable, in the real property, but does not include a secured creditor. **Carried**

#### **Discussion on #63 Bylaws:**

**Action:** 63 (a) to be revised according to the LLAG designation as discussed.

**Action:** Add LLAG Fees to Schedule C of Bylaws.

**Motion** to approve the draft Bylaws as amended. **Carried**

**Motion** to adjourn the meeting at 12:00 pm on October 16, 2022. **Carried**