



2018 Annual General Meeting
Thursday, May 31, 2018 at 1:30 pm
Pomeroy Hotel, Fort St. John, BC
FINAL Minutes

A. Welcome

Julie Robinson, P.Ag, President, welcomed attendees and acknowledged JP Ellson, Executive Director, who would assist in presenting the meeting. Julie acknowledged the lands of the Dunne-za (“Dune-za”) people of the Doig River and Blueberry River First Nations and thanked them for the opportunity to meet on their traditional territory.

Julie introduced Gwen Johannson, mayor of Hudson Hope, who said a few words on behalf of Peace River Regional district.

Special guests and key partners were introduced:

Al Scholz, P.Ag., Executive Director & Registrar – Saskatchewan Institute of Agrologists (SIA)
Matthew Braun, P.Ag., Council Member - Saskatchewan Institute of Agrologists (SIA)
Caroline Andrewes, P.Eng., CPA, CMA, President - Engineers & Geoscientists BC
Doug Barry, P.Eng., Council Member - Engineers and Geoscientists BC
Christine Houghton, Executive Director - College of Applied Biology (CAB)
Edwina Nearhood, Director of the North – Appraisal Institute of Canada (AIC) - BC
Jennifer McGuire, P.Ag, Assistant Deputy Minister, Ministry of Environment & Climate Change

The current Council members were introduced:

Julie Robinson, P.Ag.	President
Oana Enick, P.Ag	President - elect
Coreen Rodger, P.Ag (absent)	Vancouver
Dawn Ross, P.Ag	Fraser Valley
Rebecca Martin, P.Ag	Cariboo Central Interior
Kevin Eastwood, A.Ag	Kamloops
Melissa Graydon, P.Ag	Kootenay Boundary
Jessica Morgan, P.Ag (absent)	Okanagan
Karrilyn Vince, P.Ag	Peace River
Maryam Mofidpoor, P.Ag	Victoria & Islands

There was a moment of silence for Mike Reiner and other BCIA members who have passed away this past year.

Meeting was called to order at 1:38 pm.

Confirmation of Quorum

Brian Mauza, P.Ag. from Fraser Valley branch was introduced as the parliamentarian. Brian confirmed that there were 124 voting members in attendance and thus quorum was confirmed. 63 votes would be required to pass a motion and 83 votes for those matters that may require a 2/3rd majority. Mr. Mauza briefly reviewed the Rules of Order as listed in the AGM Report.

1. Adoption of Agenda

Motion to adopt the agenda. *Motion carried.*

2. Adoption of Minutes of 2017 AGM

The minutes in the AGM Report were reviewed.

Motion to adopt the 2017 AGM minutes as presented. *Motion carried.*

3. President's Report

Julie Robinson, P.Ag. referenced the President's report in the AGM Report on page 7. Ms. Robinson highlighted the changes over the past year including the new Executive Director, the Professional Reliance report and discussions on future directions. She added that Carol Gabanna, who has assisted AIA on many occasions, will coach council on implementation of the Carver Governance Model to help council and the Executive Director function more effectively together.

4. Executive Director's Report

JP Ellson, L.L.B., Executive Director, provided an overview of his report found on page 8 of the AGM Report. Highlights from the past year include the establishment of the new bylaws, committee terms of reference, an employee handbook and a social media presence. He outlined his member outreach activities respecting the right to title and right to practice concepts. Moving forward, Mr. Ellson anticipates that the Professional Reliance Review will be a focus for staff and council.

5. Business Arising from the 2017 AGM

Julie Robinson, P.Ag. highlighted the action items introduced in 2017 AGM minutes. The 2017 Q & A's were subsequently posted to the BCIA website.

6. Treasurer's Report

Coreen Rodgers, P.Ag., Treasurer was absent. JP Ellson L.L.B. provided an overview of the audited financial statements as referenced on pages 13 and 14 of the AGM Report. This year the internally restricted fund which is the legal reserve fund was capped at \$250,000.

Presentation of 2017 Audited Financial Statements

Motion to adopt the audited financial statements as recommended by Council. *Motion carried.*

Appointment of Auditor for 2018 Fiscal Year

A request for proposals for auditors was sent out with two proposals received in response. Council recommends that BCIA appoint KPMG as 2018 auditors.

Motion to appoint the 2018 auditors as recommended by Council. *Motion carried.*

Presentation of 2018 Budget

JP Ellson L.L.B. provided an explanation of the approved 2018 budget. A PowerPoint comparing the 2018 budget to the 2017 audited financials was presented to clarify where the organization funds are directed. The strategic plan discussions indicated that members would like the organization to provide more communication and outreach. The budget for communications has been increased in 2018 but is still underfunded. 2018 will be the third consecutive deficit budget.

7. Committee Reports

Julie Robinson P.Ag. introduced the 2017-2018 committee chairs as listed below. Reports are noted in the AGM Report on pages 10 – 12.

Communications Committee – Martin Sills, P.Ag.

Conduct Review Committee - Ken Long, P.Ag.

Credentials committee – Stewart McBride, P.Ag.

Discipline Hearing committee – chair is vacant

Governance committee – Brian Mauza, P.Ag.
Nominations committee – Lynn Lashuk P.Ag.
Professional Practice committee – Kirk Phair, A.Ag.

8. Presentation of 2019-2023 Strategic Plan

Julie Robinson P.Ag. thanked all those who participated in the engagement sessions as hundreds of Members were involved in the consultation process which took over 18 months to complete. The Strategic plan documents were provided in attendees' packages with the AGM Report and JP Ellson L.L.B. presented an overview of the strategic plan. As this is not an operational plan, priorities will be set for budgeting purposes and implemented in 2019.

9. Consideration of Submitted Resolutions

Julie Robinson P.Ag. referenced the resolutions in the AGM Report on pages 15 to 17.

JP Ellson L.L.B. explained the ratification process and that Council has the authority to enact a change which is retroactively approved.

Motion Resolution #1 – Ratification of Bylaw Amendments respecting the election of Branch Councillors.

Motion: *Now be it Resolved that Sections 65 and 66 of the BCIA Bylaws enacted on January 1st, 2018 are hereby ratified by the membership of BCIA. Moved and Seconded: Motion Carried.*

Motion Resolution #2 – Ratification of Bylaw Amendments respecting temporary vacancies in the Councillor, President and President Elect positions

Motion: *Now be it Resolved that Sections 72, 73, 74 and 75 of the BCIA Bylaws enacted on January 1st, 2018 are hereby ratified by the membership of BCIA. Moved and Seconded: Motion Carried.*

Motion Resolution #3 – Ratification of Bylaw Amendments respecting the election, duties, terms of office and removal of Councillors, President and President Elect of BCIA.

Motion: *Now be it Resolved that Sections 64, 69, 80, 81, 84, 85 and 86 of the BCIA Bylaws enacted on January 1st, 2018 are hereby ratified by the membership of BCIA. Moved and Seconded: Motion Carried.*

Motion Resolution #4 – Increase in BCIA Annual Membership Dues

JP Ellson L.L.B. explained that the Institute's expenses are increasing at a faster rate than the revenues. In 2016, BCIA entered a deficit situation which is projected to continue for a third year in 2018. Expenses coming out of the Professional Reliance Review are not reflected in the 2018 budget or the proposed dues increase. In addition, the operational plan for the strategic plan has not been budgeted in 2018. The proposed dues increase of \$50 will merely allow the organization to continue current operations without an annual deficit.

Motion: *Now be it Resolved that the motion of BCIA Council dated November 24, 2017 respecting an increase of \$50 in the annual dues for all P.Ag. and A.Ag members of BCIA is ratified. Moved and Seconded:*

During discussion an amendment to the motion to make the fee increase to \$75 was proposed from the floor. The Mover and Seconder accepted the amendment. A second amendment was proposed to increase the annual dues by \$100. The Mover of the motion refused to accept that proposed amendment on the basis that the Institute should have the opportunity to receive and prepare a proposed operational plan incorporating directives from the provincial government based on the recommendations of the Professional Reliance Review report before any further increase is contemplated.

Amended Motion: *Now be it Resolved that the amended motion of BCIA Council dated November 24, 2017 respecting an increase of \$75 in the annual dues for all P.Ag. and A.Ag members of BCIA is ratified. Motion Carried*

10. Report on Election Results for President Elect and Introduction of New President

Julie Robinson, P.Ag reported that Jane Kerner, P.Ag was acclaimed as the president-elect for 2018-2019. Oana Enick, P.Ag. was welcomed as the incoming president and Julie Robinson P.Ag. passed the talking stick to Ms. Enick

who acknowledged the work of BCIA volunteers, staff and members. She also thanked Ms. Robinson for her focus, dedication and service.

11. Introduction of 2018-2019 Council & Recognitions

Julie Robinson P.Ag. introduced the 2018-2019 Council.

Oana Enick, P.Ag.	President
Jane Kerner, P.Ag.	President-elect
Julie Robinson, P.Ag.	Past-president
Rebecca Martin, P.Ag.	Cariboo Central Interior/Treasurer
Brian Mauza, P.Ag.	Fraser Valley
Kevin Eastwood, A.Ag.	Kamloops
Melissa Graydon, P.Ag.	Kootenay Boundary
Jessica Morgan, P.Ag. (absent)	Okanagan
Karrilyn Vince, P.Ag.	Peace River
Warren Mills, P.Ag.	Vancouver
Maryam Mofidpoor, P.Ag.	Victoria & Islands

Julie. Robinson thanked the outgoing Councillors Dawn Ross, P.Ag. from Fraser Valley Branch and Coreen Rodger, P.Ag. from Vancouver Branch. Brian Mauza, P.Ag. was also recognized as outgoing Chair of the Governance Committee.

12. Location of 2019 AGM

The 2019 AGM will be held during the 2019 Land Summit conference in Vancouver. The Land Summit is a collaboration of 5 organizations. Jennifer Morrison P.Ag. is the BCIA representative on the Land Summit committee. A request for ideas on Professional Development workshop topics will be sent out to Members soon after the AGM.

13. Presentation of the Agrologist of the Year 2017 Award

Julie Robinson P.Ag. announced the Agrologist of the Year was awarded to Perry Grilz, P.Ag. of Cariboo Central Interior branch. Karrilyn Vince, P.Ag. accepted the award on his behalf. Karrilyn conveyed Mr. Grilz's appreciation for being selected for the award.

14. Presentation of P.Ag. Certificates

Julie Robinson P.Ag. and Oana Enick P.Ag. presented 8 new P.Ags with their framed P.Ag. certificates. New P.Ags were Deborah Evans, Nicholas Gautreau, Natasha Neumann, Trevor Roste, Michael Rutherford, Tim Sanderson, Alisa Siemens, Beth Anne Sobieszczyk. All Members read the Code of Ethics pledge with the new P.Ags.

15. Adjournment of AGM

The Council, staff and Peace River branch organizing committee were recognized for their hard work. The BCIA video "Why Choose Agrology?" was presented.

Motion to adjourn the meeting at 3:35 pm. Motion carried.

Questions from the floor at the Annual General Meeting

Questions regarding Treasurer's Report

Presentation of 2018 Budget

Questions as follows:

- Do the revenues in the 2018 budget reflect the proposed dues increase?
Answer: No, A dues increase will not be implemented until 2019.
- How long does BCIA plan to carry on a deficit?
Answer: The 2018 budget covers only the current projected costs and does not address the issue of what the organization may be required to implement as a result of the Professional Reliance Review. Council's goal is for there to be no deficit budgeted for 2019, if a dues increase is approved. However, this is contingent on the Professional Reliance Review not requiring additional expenditures.
- Is the proposed increase sufficient?
Answer: The question may be premature as the answer depends on what the Professional Reliance Review will require the Institute to implement.

Questions regarding 2019-2023 Strategic Plan

Question as follows:

- What are the operational priorities for the rest of the year?
Answer: Normally the operational plan follows the current 2018 budget. However, depending on the Professional Reliance Review some budget items may need to change. Staff will be working on developing a work plan for implementation of the strategic plan while taking development of the professional reliance review into consideration.

Questions regarding Resolutions

Motion on Resolution #4 - Increase in BCIA annual membership dues

Questions as follows:

- The increase in expenses seems to be over 15% each year, well over inflation. Why have these expenses increased from \$300,000 in 2010 to over \$600,000 in 2017?
Answer: There are three main reasons for the increase in expenses as follows:
 1. *In addition to regular increases in expenses due to inflation the membership of BCIA increased almost 22% between 2012 and 2017. This membership increase brings increased costs with respect to the services that are provided to all members.*
 2. *Starting in 2016 there have been increased legal expenses as a result of having 6 outstanding complaint files. Other than the cost of the regular annual face to face meeting the costs of discipline activities had never been budgeted (as the costs are dependent upon the number of complaints received which cannot be predicted). Starting in 2019 both the Conduct Review and the Discipline Hearing Committees will be required to budget for at least the ongoing costs of existing discipline activities of which the committees are aware.*
 3. *The consultation and development of the new strategic plan had a cost of approximately \$80,000 over two fiscal years that was a unique (non- repeating) cost.*
- The budget from 2018 has \$80,000 for committee expenses. Are we able to reduce costs by using technology such as Skype rather than the expense of travel for meetings?
Answer: Reduction of expenses for council and committee meetings has been discussed within Council and will continue to be implemented in a manner that best meets the needs of the Institute.

- What is BCIA doing to cut the Institute's business expenses?
Answer: BCIA has only 3 staff. There is not much more to cut unless BCIA wishes to reduce some services. Council has discussed the review of expenses and examined the budget as closely as possible. Council has discussed a need to look at technology options and review timing of meetings to determine if changes can be made while still addressing necessary business matters.
- Has reducing the travel expenses for the committees been considered?
Answer: Council has and will continue to look for ways to reduce travel expenses while maintaining services currently offered by BCIA.
- Can Council provide information on whether the 2019 would be a balanced budget?
Answer: The 2018 budget covers only the current projected costs and does not address the issue of what the organization may be required to implement as a result of the Professional Reliance Review. Council's goal is for there to be no deficit budgeted for 2019, if a dues increase is approved. However, this is contingent on the Professional Reliance Review not requiring additional expenditures.