

APPROVED MINUTES
73rd Annual General Meeting
Thursday, June 11, 2020 at 1:00 pm
Virtual Session Hosted in Langford

1. Welcome

Jane Kerner, PAg, President, welcomed attendees and acknowledged Executive Director/Registrar JP Ellson, BCIA Treasurer Rebecca Martin, PAg; Laurena Olsen, Deputy Registrar, Julia Henshall, Administrative Officer, and Seija Laukennan, Financial Officer, who all assisted in the meeting presentation. Jane indicated to all attendees that the meeting would be recorded.

Jane respectfully acknowledged the Coast Salish Peoples, including the unceded territories of the x^wməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), and Səlílwətaʔ/Selilwiltulh (tSLAY-wah-tooth) First Nations, upon whose lands the BCIA head office is located.

Special guests and key partners were in attendance:

1. Brian Clark, President, College of Applied Biology
2. Theresa McMurray, CEO, Applied Science Technologists & Technicians of BC
3. Brenda Southam, Real Estate Institute of BC
4. Tara Culham, Executive Director, BC Society of Landscape Architects
5. Christine Gelowitz, CEO, Association of BC Forest Professionals
6. Trevor Swan, President, Association of BC Forest Professionals
7. Christina Bhalla, Executive Director, Appraisal Institute BC
8. Ann English, CEO and Registrar, Engineers and Geoscientists of BC
9. Lianna Mah, President, Engineers and Geoscientists of BC
10. Valerie Pearson, Executive Director and Registrar, and staff from the Saskatchewan Institute of Agrologists
11. Dave Crossley, Executive Director, Planning Institute of BC
12. Jasmine Birk-Bhagal, Office of the Superintendent of Professional Governance and Representative to BCIA.

Jane Kerner, PAg, introduced the current 2019-2020 Council members and expressed gratitude for their support throughout the year.

Past-President	Oana Enick, PAg
Treasurer/CCI Br	Rebecca Martin, PAg
Fraser Valley	Brian Mauza, PAg
Vancouver	Warren Mills, PAg
Kamloops	Kevin Eastwood, PAg
Kootenay Boundary	Todd Larsen, PAg
Okanagan	Jessica Morgan, PAg
Peace River	William Shaw, PAg
Victoria & Islands	Kirk Phair, PAg

There was a moment of silence in recognition of Roderick Bailey PAg (Ret 75+) and any other Registrants of whom BCIA is not aware, who have passed away this past year.

Meeting was called to order at 1:04 pm.

2. Confirmation of Quorum

JP Ellson, BCIA Executive Director and Registrar, was introduced as the parliamentarian for this meeting and confirmed there were 463 eligible voting Registrants in attendance, thus quorum was confirmed. Registrants were referred to the Rules of Order, pp. 3-4 of the AGM Report. JP also confirmed the presence of 23 guest non-Registrants.

3. Adoption of Agenda

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

4. Adoption of Minutes of 2019 AGM

Motion to adopt the 2019 AGM minutes. *Carried.*

5. President's Report

Jane Kerner, PAg, directed Registrants to page 7 of the AGM Report for the President's Report.

6. Executive Director's Report

JP Ellson, Executive Director, Registrar and in-house legal counsel, referred Registrants to page 8 of the AGM report for the Executive Director's Report. JP drew attention to paragraph 5 of the report, where the term "reserved practice" was used, instead of "regulated practice", which is the correct term. Regulated practice will be the legislative definition, or "new" definition for agrology, which is in alignment with the Office of the Superintendent of Professional Governance (OSPG). Once "regulated practice" is enacted in legislation, OSPG will issue definitions for regulated practice solely for agrologists, as compared to the other related professions, and areas of practice that overlap, or joint jurisdiction. There will be an interim period of approximately two years before those working in agrology must be a Registrant with BCIA or one of the other related professions, such as ASTTBC, College of Applied Biology, or the Association of Forest Professionals.

7. Business Arising from the 2019 AGM

Jane Kerner, PAg, President, reported that there were no Resolutions submitted in 2019.

8. Treasurer's Report

Presentation of 2019 Audited Financial Statements

Rebecca Martin, PAg, Treasurer, presented a summary of the 2019 Audited Financial Statements as referenced in the BCIA AGM Report, pp 14-16, and posted to the Member Resources section of the website following approval by Council. Additionally, the AGM PowerPoint will be posted under the Member Resources section.

Motion to adopt the presented 2019 audited financial statements as recommended by Council. *Carried.*

Regarding future commitments, the reductions are due to the lease on the photocopier coming due and then in 2024, the lease on the office expires, so the cost is unknown.

Rebecca Martin, PAg, presented the unaudited branch financials.

Council approved the *Branch Expenditure Guidelines* document for branch executives regarding recommended amounts for travel subsidies and the collection of revenues for items such as catering and transportation. This document can be found online under "Member Resources".

Branches carried over a total of \$23,152 from 2019 to 2020.

The 2019 branch financial reports are posted to the BCIA website under Member Resources > Branch Resources.

Rebecca Martin, PAg, presented a summary of the presentation of the 2020 BCIA Budget, which was approved by Council on December 7, 2019, and posted to the BCIA website under “Member Resources” in early January. The deficit of \$56,440 was a result of certain activities budgeted in 2019 having been forwarded into 2020. Consequently these two years should be viewed together. Revenue is projected to increase by 6% over 2019 due to the steady increase in applications. A new source of revenue for BCIA in 2020 is the administration contract with Agrologists Agronomes Canada (AAC), which amounts to \$2333.33 per month. AAC is the national voice of Canadian agrologists.

Membership Dues

Rebecca Martin requested that Registrants note 2020 dues remain unchanged from 2019.

Appointment of Auditor for the 2020 Fiscal Year

Council issues a Request for Proposals every three years; KPMG was renewed in 2018.

Motion to appoint KPMG as auditors for BCIA for the 2020 fiscal year. Carried.

9. Committee Reports

Jane Kerner, PAg, referred Registrants to the Committee reports on page 10 of the AGM Report. Under the new *Professional Governance Act* some the names of BCIA's five standing committees have been changed. A list of committee members is on page 12 of the AGM Report. The current standing committees with Chairs are:

1. **Investigation Committee:** (previously known as the Conduct Review Committee), Don Rugg, PAg; Chair
2. **Credentials Committee:** Martin Sills, PAg (Ret); Chair
3. **Governance Committee:** Rob Kupchanko, PAg; Chair
4. **Audit and Practice Review Committee:** (previously the Professional Practice Committee) Kirk Phair, PAg; Past Chair. After the move of Kirk Phair to the position of Registrant Councillor, Oana Enick, PAg, has been approved as the Interim Chair.
5. **Discipline Hearing Committee:**
6. **Nomination Committee:** Oana Enick, PAg, was Chair for 2019, but her term has now ended. There is currently no chair for this committee.

Resolutions

It was noted that these resolutions that were put forward are in accordance with the current BCIA Bylaws.

Resolution #1

Whereas Sections 8(4)(a)-(m) of *The Agrologists Act* (SBC 2003) authorizes the BCIA Council to make bylaws respecting the following:

- a) The duties, election, terms, removal and temporary appointment of Councillors;

- b) The duties, election, terms, removal, and temporary appointment of the BCIA President or Vice President (President Elect);
- c) The formation of Branches and election of Councillors by the Branches and;
- d) The making of grants to the Branches or other associations of agrologists or persons with similar qualifications and;

Whereas BCIA Council enacted an amended set of Bylaws effective March 1st, 2020 which address or amend the above noted types of Bylaws including, but not limited to the institution of Regional Electoral Districts for the election of Registrant Councillors, the reduction in the number of Registrant Councillors to seven (7) and the election of the Vice President from within the 7 Registrant Councillors and;

Whereas Section 13(3)(a) of *The Agrologists Act* (SBC 2003) requires that any amendments to the above noted types of Bylaws be ratified by the members at an annual general meeting or in a referendum.

Motion: *Be it resolved that the Sections of the March 1, 2020 BCIA Bylaws which amend any prior Bylaws enacted pursuant to Sections (4) (a) – (m) of the Agrologists Act (SBC 2003) are hereby ratified. Carried.*

Resolution #2

Whereas

- a) BCIA is required to convene an AGM which may be held in-person or virtually; and
- b) Personal attendance by an Articling Agrologist at a provincial AGM has been a requirement to attain a PAg designation; and
- c) Personal attendance at the BCIA AGM may interfere with job commitments; and may require additional personal resources (travel, accommodation, time-off, home duty replacement); and
- d) Personal attendance at a BCIA AGM by a Registrant of BCIA has historically qualified for Professional Development hours toward the mandatory annual minimum requirement of each Registrant; and
- e) Contemporary communication technology permits secure options to face-to-face meetings.

Resolution #2a)

Now Be It Resolved That confirmed online attendance at a BCIA AGM, including the 2020 AGM, by an articling Registrant shall be recognized as attendance required to attain PAg status.

Proposed Amendment: That “or RTAg” be added to the motion after “PAg” and before “status”.

Motion to accept Resolution 2a) as amended: *Now Be It Resolved That confirmed online attendance at a BCIA AGM, including the 2020 AGM, by an articling Registrant shall be recognized as attendance required to attain PAg or RTAg status. Carried.*

Resolution #2b)

Motion: *Be It Resolved That confirmed attendance by a Registrant at an AGM, either personally or virtually, shall qualify for the respective number of professional development hours as determined by BCIA.*

Motion to accept Resolution 2b) as presented. Carried.

Resolution #2c)

Motion: *Be It Resolved That BCIA shall offer virtual options at in person AGMs specifically including, but not limited to, on-line voting by Registrants in good standing.*

Motion to accept Resolution 2c). Not Carried. Tabled for further discussion.

11. Introduction of 2020-2021 Council and Recognitions

Jane Kerner, PAg, introduced the 2020-2021 Council as follows:

President	Jane Kerner, PAg (until the 2021 AGM)
Regional Electoral District 1 Councillors	Todd Larsen, PAg; Rebecca Martin, PAg
Regional Electoral District 2 Councillors	Kevin Eastwood, PAg; Jessica Morgan, PAg
Regional Electoral District 3 Councillors	Warren Mills, PAg; Kirk Phair, PAg; and Jane Kerner, PAg; (until the 2021 AGM).

Recognition of Council and/or committee volunteers whose terms expired in order to come into compliance with the *Professional Governance Act*, were recognized with plaques for their contributions. They were:

- a) William Shaw, PAg; outgoing Councillor, Peace River Branch
- b) Brian Mauza PAg; outgoing Councillor, Fraser Valley Branch
- c) Maryam Mofidpoor, PAg; Councillor, Victoria & Islands Branch up to Fall 2019.
- d) Oana Enick, PAg; outgoing Chair, Nominations Committee
- e) Kirk Phair, PAg; outgoing Chair of the Professional Practice Committee

12. Agrologist of the Year Award

Jane Kerner, PAg, noted that five nominations were received for 2019 Agrologist of the Year, the largest number of nominations to date. BCIA was pleased to announce that Dr. Sue Senger, PAg; of Kamloops branch is the recipient of the 2019 Agrologist of the Year award. Sue’s biography can be found on page 24 of the AGM Report.

13. Location of 2021 BCIA Annual General Meeting

The 2021 AGM and Conference are scheduled to be hosted by the Okanagan Branch at the Marriot Grand Okanagan Resort, Kelowna, May 6-8, 2021. This is dependent on the provincial ban on conferences as a result of Covid-19. BCIA will keep Registrants informed about 2021 AGM details as they occur.

14. Congratulations to new Professional Agrologists and Registered Technologists in Agrology

Newly graduated Professional Agrologists had their framed certificates mailed to them this year as a result of the Covid-19 restrictions. Their respective Code of Ethics will be recited by them to their branch executive, at an upcoming meeting. BCIA welcomed 95 new PAgS to the ranks since the last AGM in May 2019. Their names are listed on page 22 of the AGM Report. Jane Kerner congratulated James D’Andrea, as the first Registered Technologist in Agrology (RTAg) in BC, under the Expedited Admission Program, after the new designation was implemented in March 2020. There were 1759 Registrants at the end of 2019.

15. Other Business

Volunteers and staff were recognized for their work in preparation for the first virtual BCIA AGM.

16. Adjournment of AGM

Motion to adjourn the meeting. Motion Carried.

Meeting adjourned at 3:21pm

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Questions and Answers

Question: What is required to enact restricted practice, an Order in Council or an Order by the Superintendent?

Answer: Any reserve practice rights granted to a regulatory body must be prescribed and defined in regulation. November 2020 will bring in the definition of regulated practice, with reserved rights to be brought in sometime afterwards.

Question: How will restricted practice for professional agrologist be defined and will the current work being performed by professional agrologists inform this?

Answer: BCIA's Professional Governance Act (PGA) Working Group, with the assistance of Keith Duhaime, PAg, will provide the first draft of concepts. The group has representation from all eight (8) branches and will look at all research and surveys, including the one conducted by BCIA that was conducted last Spring. A draft of the restricted practices will be circulated to all Registrants for comment before the final proposal to government is created.

Question: How will restricted practice be linked to specific areas of agrology?

Answer: The group will address this significant issue. BCIA will provide the draft concepts to all Registrants, in writing, for comment prior to providing a final draft to the government.

Question: With regard to shared professional practice, is there opportunity to collaborate with other professionals to have dual status?

Answer: There will certainly be an understanding about shared areas of practice that will be confirmed in writing. This will be determined in conjunction with other regulators and the government. As there are different requirements to become a Registrant with the different related professions, it is likely that dual designations would be considered on a case-by-case basis.

Question: How is it that under the PGA, BCIA was required to reduce its number of Councillors?

Answer: Under the PGA, the size of Council was set at eleven (11). Eleven voting seats plus one non-voting seat reserved for the Past President. Of those eleven, a maximum of four are to be lay councillors. Lay councillors cannot be BCIA Registrants; however, they may be Registrants of other professions. Transition provisions have allowed BCIA to reduce the number of councillors to seven while maintaining eight branches.

Question: How is BCIA going to represent the eight branches with seven councillors?

Answer: As explained at all branch AGMs; the eight branches have been divided into three regional electoral districts:

District 1 – Kootenay, Peace River, Cariboo Central Interior, and Members at Large (two councillors)

District 2 – Kamloops, Okanagan, Fraser Valley (two councillors)

District 3 – Vancouver and Victoria and Islands (three councillors).

The councillors are responsible for all branches within their respective electoral district.

Question: Will BCIA be using the leftover budget from this year for next year's AGM in Kelowna?

Answer: That has not been determined by Council at this time; until the Covid-19 prohibition of gatherings over 50 people is retracted by the government, most of the planning for next year's AGM is on hold. As this year's AGM will not bring in revenue, the net result is essentially zero leftover funds in terms of the budget.

Question: Why wasn't an RFP for auditors sent out this year?

Answer: BCIA is required to issue an RFP every three years. The last RFP was issued in 2018, so the next RFP will be issued in 2021.

Question: Can more detail be provided on the professional development spent by the executive director?

Answer: JP Ellson fulfills three separate roles for BCIA. The first is as legal counsel, and as such, a minimum of professional development is required each year by the Law Society of BC to maintain registration. This requirement is usually met by attending a conference. The second role is administrative and requires membership in the Canadian Society of Association Executives (CSAE), a not-for-profit professional membership organization for association executives in Canada and across the globe. Thirdly, as Registrar, JP Ellson has membership with Canadian Network of National Associations of Regulators (CNR) and the BC Association of Professional Regulators (BCAPR).

Question: Can councillors act as observers at committee meetings?

Answer: Under the old *Agrologists Act*, each committee had a Registrant councillor assigned to the committee to attend meetings. Under the new *PGA*, councillors are prohibited from being a member of a standing committee. There has been no final decision for an observer-only basis.

Question: What about those branches who are not represented on Council?

Answer: Under the Act, councillors do not represent branches; they represent the institution (BCIA) on a provincial basis, and it has always been that way. By grouping branches together, Registrants actually have more than one councillor to represent them.

Question: Election of councillors with different terms is cumbersome. Why not have the same lengths of terms for all?

Answer: The enactment of the certain sections of the *Professional Governance Act* does not extinguish the term of someone elected under the *Professional Agrologists Act*. The new Act increased the term from two years to three years. BCIA is currently undergoing the transition period from one act to another. By 2023, all councillors will serve three year staggered terms, as per the provisions of the new legislation.

Question: Why is there a one year term for the Vice-President?

Answer: Council felt that to be eligible to stand for Vice-President a candidate should have served at least two terms. The one year term for Vice-President brings BCIA into compliance with the *PGA Act* by 2023. AVP could be therefore be elected in year three of their first term.

Question: What is the maximum term for councillors?

Answer: Six year under the current *Act*, and over six years under the new *Act*, a long term for volunteer councillors.

Question: Will there be a budget for at least one councillor to attend every branch AGM?

Answer: There is always at least one councillor that attends every AGM, however under the new Act, it is probable that more than one councillor will attend each AGM.

Question: If an articling Registrant has been laid off due to Covid-19, will how will that affect the articling term?

Answer: JP responded that this best answered by the Deputy Registrar, however if a Registrant is not employed in agrology for their articling term, it will affect the length of the term.