

# AIA Council Meeting Minutes

<b>Type of meeting</b>	Quarterly
<b>Date</b>	June 15, 2021
<b>Time</b>	9:00 a.m. – 4:30 p.m.
<b>Location</b>	Video Conference Call with Zoom
<b>In attendance</b>	<b>Elected Members</b> Bob Burden Adrian Kerry Georgina Knitel Boyd Laing Jessi Roselle Meghan Soehn Drew Lockwood Sonja Raven  <b>Public Members</b> Cassandra Haraba Al Schuld Larry Staples <b>CEO</b> David Lloyd <b>Secretary</b> Ty Faechner

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## Item 1 Call to Order; Introductions

**Item type:** Administrative  
**Result:** Meeting called to order at 9:00 a.m.

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## Item 1 Establish Quorum

**Item type:** Administrative  
**Result:** Quorum established.

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## Item 1 Conflict of Interest Declarations

**Item type:** Administrative  
**Result:** No conflicts of interest declared.

## Item 1      Agenda Adoption

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**Item type:**      Administrative

**Main Motion:** CH moves that the council adopt the June 15 agenda as presented.

**Result:**            **Carried.**

## Item 1      Approve Previous Minutes

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**Item type:**      Administrative

**Attachments:** March 5, 2021 Minutes

**Main Motion:** CH moves that council accept the March 5, 2021 minutes as presented.

**Result:**            **Carried.**

## Item 2      Bylaw Amendments

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**Item type:**      Action

**Attachments:** Three documents in Sharepoint

**Main Motion:** SR moves to sever the bylaws so that each bylaw requires it own motion to pass.

**Result:**            **Defeated.**

**Main Motion:** CH moves to approve the bylaws as presented.

**Amended Motion:** DL moves to amend the main motion by inserting “except bylaws 3.1(1)a and 3.5.2(2)g 3.5.2 to have separate motions”.

**Amendment:** **Defeated.**

**Main Motion Result:** **Carried. SR voted against the motion.**

## Item 3      Chair Selection

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**Item type:**      Action

**Result:**            CH and AK volunteered to serve as Chair of AIA Council. To determine the Chair, the secretary drew CH’s name from a hat.

## Item 5      Council Education: Strategic Planning Session

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**Item type:**      Action

**Attachments:** Strategic planning session with Richard Dixon.

## Item 6      CEO Employment Extension

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**Item type:** Confidential

**Attachments:** None

**Main Motion:** CH moves that the council move proceedings to in camera.

**Result:** Carried.

**Main Motion:** CH moves that the council leave in camera proceedings.

**Result:** Carried.

## **Item 8 Decisions about Adopting Practice Standards**

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**Item type:** Action

**Attachments:** Adopting Practice Standards: Rural Development and Support and Agricultural Marketing and Sales

**Main Motion:** CH moves that the Council adopt the Practice Standard “Rural Development and Support” because it was proposed and developed in accordance with the procedures set out in the AIA Bylaws, and the Council has reviewed and considered the comments received in reviews in accordance with the Agrology Profession Act, section 106.

**Result:** Carried.

**Main Motion:** CH moves that the Council adopt the Practice Standard “Agricultural Marketing and Sales” because it was proposed and developed in accordance with the procedures set out in the AIA Bylaws, and the Council has reviewed and considered the comments received in reviews in accordance with the Agrology Profession Act, section 106.

**Result:** Carried.

## **Item 9 Decision about Fee Changes**

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**Item type:** Action

**Attachments:** Council Briefing Note - In-training & out-of-province application fees Meeting 2, June 15, 2021

**Main Motion:** CH moves that the In-Training Fee be increased to \$650.00 effective January 1st, 2022, and the Out-of-Province Application Fee be increased to \$250 effective July 1st, 2021.

**Result:** Carried.

## **Item 10 Council Information – Mandatory Registration**

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**Item type:** Administrative

**Attachments:** Mandatory registration update with Gary Belanger

**Main Motion:** CH moves to accept Mr. Belanger's report as information.

**Result:** Carried.

## Item 11 Quarterly Reports & Staffing Reports

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**Item type:** Action

**Attachments:** CEO quarterly reports for meeting 2 (Bylaws 3.1 and 3.2) (Sharepoint):

1. Financial Reporting
2. Expenditures
3. Accounts Receivable
4. Accounts Payable
5. Credit Card Records
6. CEO Expenses
7. Cheques and Signatures
8. Complaints About the Institute

**Main Motion:** CH moves that, because the CEO has provided sufficient evidence of compliance with the Bylaw conditions on the sub-delegation of authority, the Council accept the CEO **Financial** report, **Spending** report (Bylaw 3.2.17), **Collecting** report (Bylaw 3.2.18), **Making Required Payments** report (Bylaw 3.2.19), **Credit Card** expenditure report (Bylaw 3.2.14), **CEO Expenses** report (Bylaw 3.2.15), **Signatories on Cheques** report (Bylaw 3.2.12) and **Complaints about the Institute** report (Bylaw 3.2.8) as confirmation of appropriate Institute management.

**Result:** Carried.

**Attachments:** CEO reports for meeting 2 (Bylaws 3.1 and 3.2) (Sharepoint).

**Main Motion:** CH moves that the Council accept the following CEO Meeting 2 reports as confirmation of appropriate Institute management because the CEO has provided satisfactory evidence of compliance with the Bylaw conditions on the sub-delegation of authority to the CEO.

- Continuity (Bylaw 3.2.2),
- Treatment of Employees (Bylaw 3.2.5),
- Treatment of Contractors (Bylaw 3.2.6), and
- Treatment of Volunteers (Bylaw 3.2.7).

**Result:** Carried.

**Item 14 Council Education: Practice Standards and Practice Reviews**

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**Item type:** Administrative

**Attachments:** Practice Standards and Practice Reviews with Les Fuller

**Item 16 CEO For Information**

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**Item type:** Administrative

**Attachments:** CEO updates – verbal report:

- AIA Webinars – Cassie Hayes report
- Alberta Labor meeting – phase 2
- Website development – business analysis, revamp site
- AU program – activity and uptake

**Item 16 Motion**

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**Item type:** Action

**Result:** AIA Bylaws clarification

**Main Motion:** DL moves that further clarification and consultation is requested from legal and HR council on Bylaws 3.1(1)a, 3.5.2(2)g and 2.2.2(2) with respect to the arbitrary limit on holding the chair positions of 1 single term only vs two one-year terms, as well as any other council clarification requests provided in writing and with reason by June 25, 2021 to the Chair and CEO.

**Result:** **Carried.**

**Item 17 Adjournment**

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**Item type:** Administrative

**Result:** Meeting adjourned at 4:27 pm