



2017 Annual Report

Branding and Recognition

Council decided that a new public identity will support organizational objectives and make it easier to build awareness of the profession and the word 'agrology'. Beginning in late 2017, we began a re-branding process by changing the way the organization and the profession are identified. The transition from Manitoba Institute of Agrologists to Agrologists Manitoba has begun and will gradually continue. The legal name of the organization will not change.

The Manitoba Institute of Agrologists has been a legal entity since 1951 when "The Agrologists Act" of Manitoba was first proclaimed. Since that time the name, Manitoba Institute of Agrologists and the initials 'MIA' have been in use.

Today, neither the legal form of the organization's name (Manitoba Institute of Agrologists) or the acronym (MIA) effectively and uniquely represents the profession or the regulatory structure to the public. The acronym remains open to increasing confusion (search Google) and the use of the word "Institute" leads to an inaccurate representation of the organization's purpose.

Why Agrologists Manitoba? Alphabetical positioning is stronger in this order, the name emphasizes the profession first, and it is consistent with the order of names in the statute ("The Agrologists Act" of Manitoba). The new visual identity will shift toward agrology professionals and away from the support organization.

VISUAL IDENTITY RATIONALE

The circle speaks to the collaborative intent of Agrologists Manitoba. It is surrounded by bursts of energy that symbolize the development of its members. Green represents a healthy environment. Yellow represents the intellect of a forward-thinking profession. The typeface is strong but approachable, and physically connected to form a single symbol - the sun; a source of energy and growth.



About this Report

This report describes the work and activities of the past year; it highlights the major decisions and actions towards key objectives, and it reflects the commitment and dedication of many who give of their time and expertise to deliver on the organization's mandate.

Executive Director/Registrar's Report

The Council develops policies that direct the work of the Executive Director/Registrar and office staff. The Council also develop policies, called Executive Limitations that limit the latitude the Executive Director may exercise in carrying out Council's direction.

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Message from the Council Chair and Vice-Chair

While agrologists are generally quiet about their work, there is no question that the valuable services provided by agrologists are integral to the health and wellbeing of Manitobans.

“We also have a larger responsibility that extends beyond Manitoba’s borders under mobility provisions of ‘The Canada Free Trade Agreement’, and ‘The New West Partnership Trade Agreement’.”

Under “The Agrologists Act” of Manitoba, the Manitoba Institute of Agrologists (MIA) has the privilege and responsibility of regulating the agrology profession in the interests of the Manitoba public. We also have a larger responsibility that extends beyond Manitoba’s borders under mobility provisions of “The Canada Free Trade Agreement” and “The New West Partnership Trade Agreement”. The Council remains committed and actively engaged in meeting our mandate and responsibilities. **The public expects our professional members to practice with integrity, competence, and objectivity every day.** MIA helps with that by setting and enforcing registration requirements and other standards for the agrology profession in Manitoba. By remaining focused on that job, we can help recipients of the knowledge and advice of agrologists trust and have confidence in the registered practitioners they turn to for help.

It was our privilege to lead Council this past year. Our approach to leadership was to focus on Council engagement, and on taking additional steps to strengthen our governance capabilities as a group. Ours was a true collaboration where we shared perspectives in the workload while bringing our individual leadership styles to our Council colleagues. This allowed us to give our best to the business of the Council, to the membership, and to Manitobans. Your Council responded with enthusiasm and commitment befitting the true professionals they are.

It is our pleasure to present this Annual Report for the fiscal year ending November 30, 2017.

A handwritten signature in black ink, appearing to read 'Casey Fox'.

Casey Fox, P.Ag., Chair

A handwritten signature in black ink, appearing to read 'Jill Caldwell'.

Jill Caldwell, P.Ag., Vice-Chair

About Manitoba Institute of Agrologists

Founded in 1950, the Manitoba Institute of Agrologists is a self-regulatory body operating under the authority of "The Agrologists Act" of Manitoba. The most recent version of the Act was proclaimed in 1983 by the Legislature of the Province of Manitoba. The Institute regulates the practice of agrology in Manitoba and registers practitioners. It is financed and maintained mainly through fees paid by agrologists working in Manitoba. Regulation of agrologists is at no cost to Manitoba taxpayers.

The Institute's mandate under "The Agrologists Act" is to protect the public's interest by governing the professional conduct of its members, overseeing the admission and registration of Agrologists, and taking action regarding unauthorized practice. Similar legislation is in effect in all other Canadian provinces.

It is also the Institute's responsibility to protect the public interest by setting standards of education and other competencies. By doing this the public can identify fully qualified, registered agrologists, as those who are competent to provide knowledge and advice in agrology.

The Provincial Council, the equivalent of a Board of Directors is responsible for governing the Institute and establishing the standards for the profession.

Objectives [MIA Bylaw, Article III]

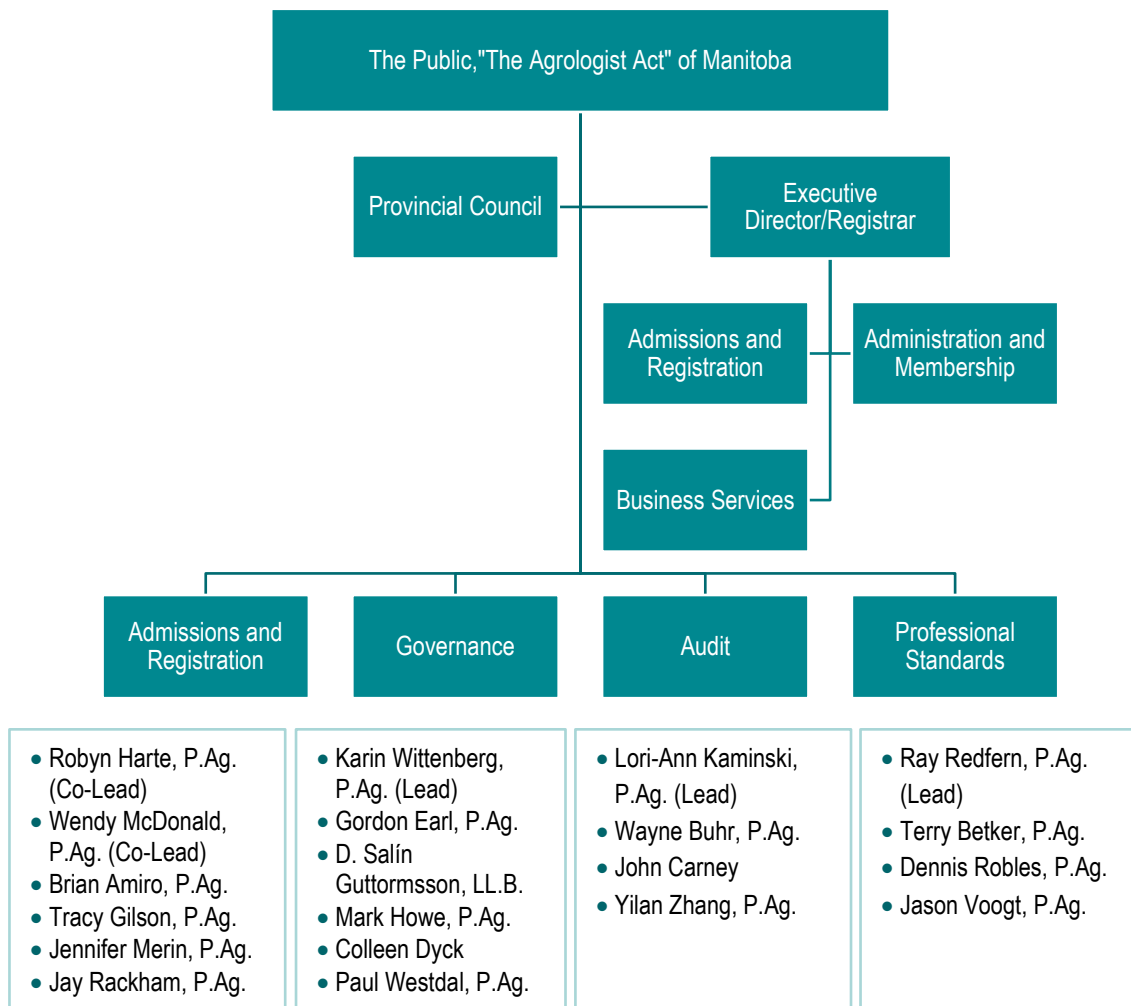
The objectives of MIA are to protect and serve the public in all matters relating to the practice of agrology by:

1. Setting requirements and standards for registration of and practice by members;
2. Providing governance and oversight to members;
3. Establishing and maintaining standards of ethics with which all members must comply;
4. Holding members accountable to the public and to the profession through transparent process of review, complaints investigation and discipline; and,
5. Providing continuing education about the practice of agrology to the public, employers, clients, and members.

Governance

The role of the Manitoba Institute of Agrologists and its authority and powers are set out in “The Agrologists Act” of Manitoba, RSM 1987, c. A 50, and the Bylaws made under the Act. A Council of 12 peer-elected agrologists and three members of the public appointed by the Minister of Agriculture and Dean of the Faculty of Agriculture and Food Sciences, University of Manitoba, govern the Institute. Under the bylaws committees made up of Council members, and members review issues and provide guidance and direction on specific work products, ensuring a well-balanced and equitable approach to regulation. The daily operations are administered by the Executive Director and other administrative and professional staff.

Organizational Chart



Message from Council Appointees

As Appointee members on the Provincial Council, we are happy to bring you this brief update on our role and how we have been working for you and the rest of Manitobans over the last year.

We are independent members of the public and not agrologists. We work in cooperation with the elected members to ensure Council's decisions are in the public interest.

“The Agrologists Act” requires that members of the public are appointed to the Provincial Council to represent and protect the public interest.

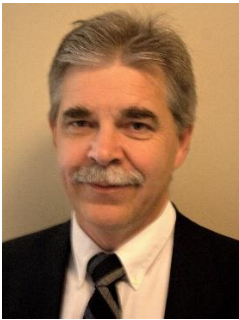
Why is it important to have appointees on the Council? We are consumers, just like you. But we are not agrologists and we are not direct recipients of your skills and knowledge. We are, however, members of the public at large with a unique perspective on the value and contribution of agrologists to the health of our population, to the strength of the Manitoba economy, and to the maintenance of a sustainable environment. As appointees, we have a vested interest in how the MIA functions, and in such important issues as maintaining appropriate entry to practice standards. From our perspective as appointees, we want to see evidence that MIA is meeting its statutory mandate. We want to see in Council's decisions that the primary role of MIA is to ensure that agrologists are qualified and competent to practice agrology. We also want to see evidence that MIA has a process for responding to complaints and that there is a system to ensure agrologists are able to demonstrate competence throughout their professional lives. It is our observation that the public expect members' interests will not encroach upon or create conflict with their interest and expectations for appropriate regulatory oversight. Our role then, as appointees, is to provide an outside, independent perspective, and additional assurance that the organization works in the public interest.

“What value do I get for the fees I am paying?” We understand (because some of us are members of other regulated professions in Manitoba) that when members pay fees they may ask, “what am I getting?”. We too are interested in value for money and along with Council have to think about whether what the public is getting is reasonable in relation to the dollars being collected from the professional members. While the questions are understandable, what all of us need to keep in mind is that under the self-regulating professions model, fees should be invested to produce a regulatory set-up for agrologists that is transparent, fair, objective, and first and foremost, in the public interest. As appointees we have a special role to provide guidance and direction to the Council, ensuring a well-balanced and equitable approach to regulation.

From where we sit, it sometimes appears that agrologists are so busy “doing” that they don't have time to stop for very long to think about their value, and the value of the agrology profession to Manitobans and Canadians. In fact, it is precisely that tremendous value that causes agrology and agrology professionals to be recognized in the law.

“...member fees are invested to build an ‘infrastructure of trust’ that will help agrologists establish shared values with the public—that is true value for money”.

We also see tremendous opportunity to build on MIA's solid foundation—to draw attention to the people who are on agriculture's cutting edge, who are helping to protect the environment, and whose talents are needed now more than ever. In short, member fees are invested to build an “infrastructure of trust” that will help agrologists establish shared values with the public—that is true value for money. We are pleased to help you with that process.



A handwritten signature in blue ink, appearing to read "John Carney".

John Carney



A handwritten signature in black ink, appearing to read "Colleen Dyck".

Colleen Dyck



A handwritten signature in black ink, appearing to read "Salin Guttormsson".

D. Salin Guttormsson, LL. B

Minutes of 67th Annual General Meeting (AGM)

April 13, 2017, Thursday, 1:30 p.m. | The William Glesby Centre

The following Bylaw(s) apply to the AGM

Article VII – MEMBERSHIP MEETINGS

Annual General Meeting

1. Within one hundred and eighty days of the last fiscal year, there shall be an Annual General Meeting (AGM) of the members of MIA at a time and place to be fixed by Council.
2. The quorum at an AGM shall be forty practicing members of MIA, including Council, present in person.
3. At every AGM, in addition to any other business that may be transacted, the following business shall form part of the agenda.
4. For approval
 - (a) Minutes of the last AGM;
 - (b) Audited financial statements;
 - (c) Appointment of auditors for the next fiscal year;
 - (d) Election of council members; and,
 - (e) Any changes to the annual membership fee.
5. For information and discussion only
 - (a) Report of Council;
 - (b) Report of the auditors; and,
 - (c) Bylaw changes, if any.

Agenda Items	Highlights and Actions
1. Call to Order, 1:30 p.m.	<p>Casey Fox, P.Ag. Council Vice-Chair, made the following opening remarks:</p> <ul style="list-style-type: none"> • Welcomed everyone to the 67th AGM of Manitoba Institute of Agrologists. • More than 40 members have registered and are in attendance so quorum was established. • Informed everyone of the Notice of the Business Meeting and Agenda were sent prior to the meeting. • Main objectives of the business meeting are to provide information to members, elect new members to Council, and review resource requirements and fees. • Only members in good standing are eligible to vote. • Recognized Manny Araullo, P.Ag. who completed his term. • Welcomed Agrologists-in-Training who are attending the AGM for the first time. • Indicated various members of Council will assist during the meeting. • Summarized voting process. Voting on motions by a show of hands and determined by a simple majority. Recorded vote if necessary will be by a standing count. • Pleased to have this opportunity to meet with and provide information to members. • Observance of members who passed (moment of silence).
2. Approval of 67 th AGM Agenda	<p>Motion to Approve 67th AGM Agenda.</p> <p style="text-align: center;">Moved by Mark Howe, P.Ag.</p> <p style="text-align: center;">Seconded by Ray Redfern, P.Ag.</p> <p style="text-align: center;">Motion Carried, None Opposed</p>

Agenda Items	Highlights and Actions
3. Approval of 66 th AGM Minutes	<p>Motion to Approve Minutes of 66th AGM.</p> <p>Moved by Robyn Harte, P.Ag.</p> <p>Seconded by Paul Westdal, P.Ag.</p> <p>Motion Carried, None Opposed</p>
4. Review of the 2016 Year-End Audited Financial Statements, Lori-Ann Kaminski, P.Ag., Lead Audit Committee	<p>LA Kaminski, P.Ag. noted the following in the review and presentation:</p> <ul style="list-style-type: none"> Recognized and thanked Wayne Buhr, P.Ag., John Carney, and Yilan Zhang, P.Ag. for their participation on the committee. Highlighted Audit Committee work included in the committee section of the annual report as well as committee's responsibility to lead the external review of MIA's financial statements and reporting. Indicated the financial statements of the MIA in the 2016 Annual Report are the responsibility of management and that the committee's role is also to help Council ensure financial information is relevant, reliable, and accurate. Also, mentioned that through Executive Limitations and systematic monitoring of the Executive Director, Council ensures the integrity of financial reporting. <p>Audit was carried out by Carol Edwards Chartered Professional Accountant Corporation. Carol Edwards, CPA, CGA, gave brief overview of the audit process, and results.</p> <ul style="list-style-type: none"> There were no questions for the auditor. Appointment of Auditor for the next fiscal year—the Audit Committee recommended the engagement of the external auditor, which was reviewed by Council.
5. Appointment of Auditor for 2017 Fiscal Year, LA Kaminski, P.Ag.	<p>Members are required to approve appointment of the auditor for the year-ending November 30, 2017 and is the next order of business. The Audit Committee provided information to Council about recent experiences with the auditor. Audit Committee was very satisfied with the quality of auditor's work according to terms of the audit engagement.</p> <p>On behalf of Council, LA Kaminski, P.Ag. recommended to members through a motion that Carol Edwards Chartered Professional Accountant Corporation be appointed as auditor for the fiscal year-ending November 30, 2017.</p>
	<p>Motion to appoint Carol Edwards Chartered Professional Accountant Corporation as auditor for the year ending November 30, 2017.</p> <p>Moved by Casey Fox, P.Ag.</p> <p>Seconded by Terry Betker, P.Ag.</p> <p>Motion Carried, None Opposed</p>
6. Election of Provincial Council Members	<p>Chair discussed:</p> <ul style="list-style-type: none"> The Governance Committee process including a process to ensure interested members had sufficient information about the nomination and election procedure. All nominees were required to provide similar basic information about themselves and their interest in serving on the Council.

Agenda Items	Highlights and Actions						
	<ul style="list-style-type: none"> • The nomination process was communicated to members so that they could either suggest potential nominees to the committee or self-nominate. • Nominees were confirmed if they are “members in good standing”. • John Carney, Council Public Appointee assisted in the election process and supervised tallying the ballots. • The election procedure stated in the Bylaws specify a paper ballot vote. (Some members unable to attend cast ballots in advance.) 						
7. Information for Members	Councillors Dr. Karin Wittenberg, P.Ag. and Wendy McDonald, P.Ag. made a short presentation on the “Changing Environment for the Profession” and about readiness for change.						
8. Election Results	<p>John Carney provided the following:</p> <table data-bbox="623 663 1263 821"> <tr> <td>Total Eligible Votes Cast</td><td>95</td></tr> <tr> <td>Spoiled Ballots</td><td>0</td></tr> <tr> <td>Ballots Received by Mail or Electronic Means</td><td>4</td></tr> </table> <p>The following are elected to a three-year term on Council:</p> <ul style="list-style-type: none"> • Wendy McDonald, P.Ag. • Dennis Robles, P.Ag. <p>(The ballots will be held for a specified period and then destroyed.)</p> <p>Chair thanked elected Councilors, W. McDonald, P.Ag. and D. Robles, P.Ag. for accepting the nomination, and agreeing to serve as Councilors.</p> <p>They each made statements to members about their reason for standing and their commitment to Council.</p>	Total Eligible Votes Cast	95	Spoiled Ballots	0	Ballots Received by Mail or Electronic Means	4
Total Eligible Votes Cast	95						
Spoiled Ballots	0						
Ballots Received by Mail or Electronic Means	4						

<p>9. Fee Proposal to Members Effective January 1, 2018, Casey Fox, P.Ag., Council Vice-Chair</p>	<p>Chair on behalf of Council proposed fee schedule for 2018. Information was communicated to members in the notice of meeting prior to the AGM.</p> <p>Proposed motion that the Annual Registration Fee for Practicing Agrologists effective January 1, 2018 will be:</p> <table border="1"> <tr> <td>Professional Agrologists/Technical Agrologists</td><td>\$375.00 (No Change)</td></tr> <tr> <td>Agrologist-in-Training</td><td>\$320.00 (No Change)</td></tr> <tr> <td>Affiliate/Associate</td><td>\$132.50 (No Change)</td></tr> <tr> <td>Retired</td><td>Reduced to 0</td></tr> </table> <p>Motion to approve 2018 Annual Registration and Practice Fee.</p> <table border="1"> <tr> <td>Moved by</td><td>Casey Fox, P.Ag.</td></tr> <tr> <td>Seconded by</td><td>Karin Wittenberg, P.Ag.</td></tr> <tr> <td>Opposed/Abstain</td><td>1 Member</td></tr> <tr> <td>Motion</td><td>Carried</td></tr> <tr> <td>Discussion (if any)</td><td>Chair explained Council rationale for proposal to not change annual practice fee and reduce retired member fee to zero.</td></tr> </table>	Professional Agrologists/Technical Agrologists	\$375.00 (No Change)	Agrologist-in-Training	\$320.00 (No Change)	Affiliate/Associate	\$132.50 (No Change)	Retired	Reduced to 0	Moved by	Casey Fox, P.Ag.	Seconded by	Karin Wittenberg, P.Ag.	Opposed/Abstain	1 Member	Motion	Carried	Discussion (if any)	Chair explained Council rationale for proposal to not change annual practice fee and reduce retired member fee to zero.
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<p>10. Recognition of Outgoing Councilors</p>	<p>Manny Araullo, P.Ag. completed three years on Council and was presented with a commemorative “Inukshuk” recognition award.</p>																		
<p>11. Motion to Adjourn</p>	<p>Chair declared business of the meeting agenda was concluded.</p> <p>Members and information presenters thanked for their attendance and participation.</p> <table border="1"> <tr> <td>Moved by</td><td>Mark Howe, P.Ag.</td></tr> <tr> <td>Motion</td><td>Carried</td></tr> </table> <p>The meeting was adjourned at 2:57 p.m.</p>	Moved by	Mark Howe, P.Ag.	Motion	Carried														
Moved by	Mark Howe, P.Ag.																		
Motion	Carried																		

Executive Director/Registrar's Report

Jim Weir

There is no doubt that shifts are continuing in the agrology landscape. Accelerated use of technology and the changing needs of clients (the agrologist's "public") and emergent business models are among factors driving today's profession. "Higher, faster, stronger" (the Olympic motto) can as easily and equally describe the demand for research that continues to underpin the profession and the agrology services area.

The Manitoba Institute of Agrologists operates with two main thoughts in mind—that your profession, including all who apply for registration are governed by registration practices that are transparent, objective, fair and impartial, and, that public interest remains front and centre as it relates to the regulation and practice of agrology in Manitoba.

The Provincial Council, Committees, and the operations staff must work in harmony—going back and forth from ideas to actions. Sometimes it is Council's observations of trends or information gained during an information session that spawns new ideas; sometimes it is a collection of information from everyday operations and contact with members that leads to tangible changes and improvements. Regardless of the direction of information flow, on the office staff side we say a sincere thanks to all of those individuals and entities who engaged and collaborated with us this past year. It was our pleasure to serve you.

Registering Qualified Agrologists

MIA has transparent and specific registration requirements that must be met before an agrologist can be registered and licensed to practice in Manitoba. Before making a registration decision, the staff and the Admission and Registration Committee (ARC) reviews an applicant's credentials, including education, training and relevant practice experience. All applicants are also required to provide other information including an applicant's, disciplinary history or practice restrictions from other jurisdictions to ensure that only qualified, competent, and ethical agrologists are registered.

Total Files Reviewed (includes new application, change of status, transfers, and dual/multiple registration across province) 127

New Applications	58
Applications Approved	56
Applications Denied	2

Applications come from most provinces in Canada and from all over the world (Fig. 1 and 2). MIA also assist applicants who do not meet all of the requirements for obtaining registration as a Professional Agrologist or Technical Agrologist to identify opportunities that may fit working alongside regulated professionals.

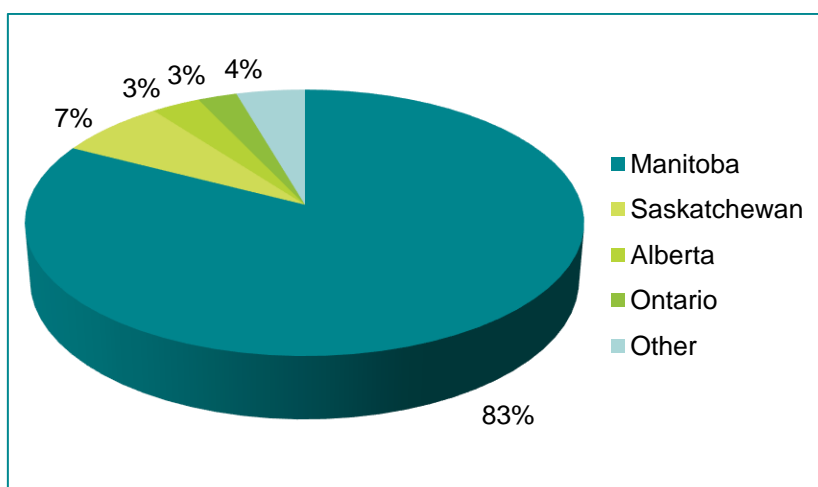


Fig. 1. 2013-2017 Domestic applicants' province of education.

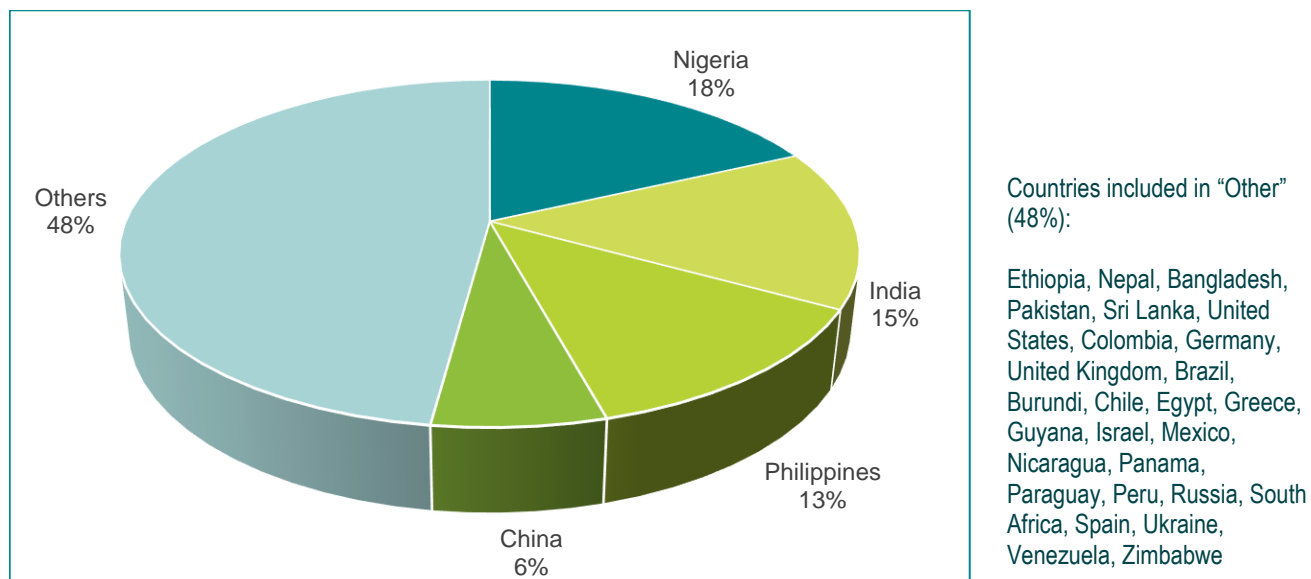


Fig. 2. 2013-2017 International applicants' country of education.

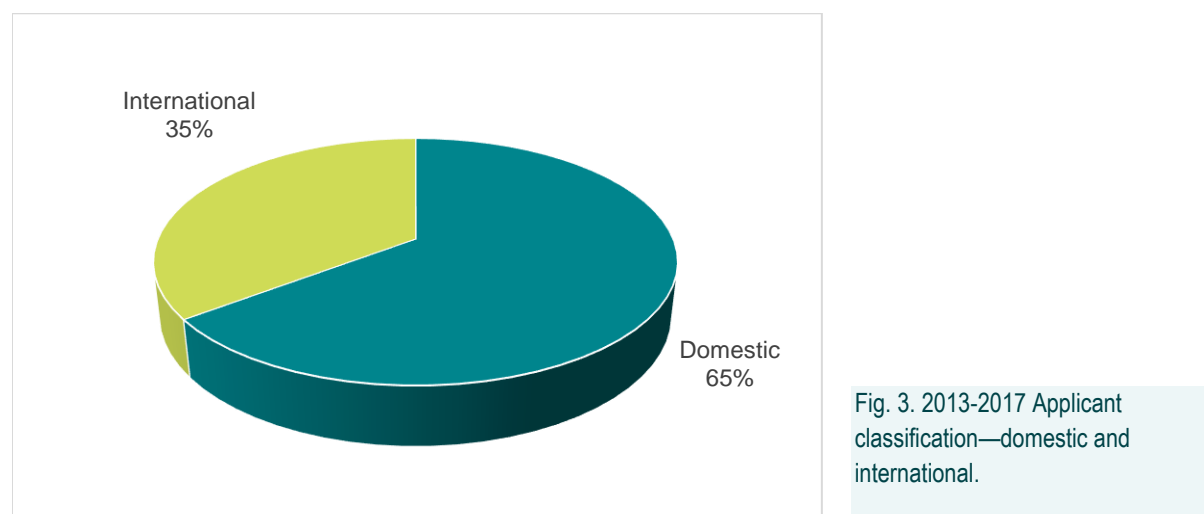


Fig. 3. 2013-2017 Applicant classification—domestic and international.

The ARC and Registrar regularly collaborate to review standards for admission and registration leading to full status. The Committee works with staff on policy options for decision by the Council. Staff implementation is based on Council decisions and often involves subsequent review of procedures.

In 2017, the ARC was actively involved in reviewing the Agrologists Canada proposed entry to practice education standard, the MIA reinstatement policy and procedures, proposed changes to the Competency Development Program for internationally educated applicants, and monitoring progress on MIA's mandatory action plan provided to the Office of the Manitoba Fairness Commissioner (OMFC).

ARC member Jay Rackham, P.Ag. participated on a 9-person committee to review and recommend the entry to practice education standard. The report to Agrologists Canada provided detailed recommendations concerning the entry to practice education standard and highlighted remaining questions that will require clarification and further work at the implementation stage and beyond.

Council confidently passed two motions in the fall of 2017 regarding the education standard.

The committee identified potential opportunities to streamline and improve the reinstatement process. Results of the ARC's work will be shared with members as progress continues.

Two Motions Passed

“To accept and support Agrologists Canada approach to modifying the national entry to practice education standard.”

“To actively contribute toward implementation of the modified entry to practice education standard by providing information about factors that should be considered.”

Professional Development and Continuing Competency Foundations of Professionalism—Jurisprudence & Ethics

The ARC has oversight of the Agrologist-in-Training requirements that complement professional development of agrology professionals. Full status as either a Professional Agrologist or a Technical Agrologist requires successful completion of a substantive seminar course called Jurisprudence & Ethics (J&E). Several hours are needed to complete the module that consists of seminar pre-work, the in-person seminar, and post seminar graded assignment. The seminar learning outcomes include understanding the legal foundation for regulating the profession in Canada and Manitoba, and professional ethics as reflected in public expectations. Thirty-Two Agrologists-in-Training successfully completed the J&E learning module in 2017.

Foundations of Professionalism—International Applicants

The committee, in consultation with the OMFC initiated new procedures for internationally educated applicants who do not have agrology/agrology-related employment. The new procedure is intended to result in a collaborative assessment of an applicant's needs and development of an action plan leading to Agrologist-in-Training status.

The OMFC works cooperatively with Manitoba regulators to ensure registration practices comply with “The Fair Registration Practices in Regulated Professions Act”.

MIA's updated Action Plan is available on the OMFC website--<http://www.manitobafairnesscommissioner.ca/wp-content/uploads/MIA-2016-Action-Plan-Feb-2018-Update-Final.pdf>

Agrology Professionals in Manitoba

Table 1. Register by Category, 2013-2017.

Regulated	2013	2014	2015	2016	2017
P.Ag.	520	514	496	501	490
Tech. Ag.	44	46	42	47	50
Agrologists-in-Training	76	98	111	93	89
Practice Temporary Suspended (Inactive)	15	24	27	44	59
Total Practicing	655	682	676	685	688
Non- Practicing					
Retired	30	25	30	33	34
Life	39	32	33	32	32
Honorary	5	4	4	4	4
Affiliate	7	6	6	5	4
Total Non - Practicing	81	67	73	74	74
Grand Total	736	749	749	759	762
Applicants					
New Applications	83	68	57	57	58

MIA Register by Area of Practice.

Area of Practice	Included Technical Expertise
<i>Crop Production</i>	Agronomy, Plant Science, Research, Plant Breeding, Crop Inputs Sales and Marketing, Soil Science
<i>Animal Production</i>	Animal Science, Animal Nutrition, Animal Systems, Feed Production
<i>Finance, Leadership & General Management</i>	Finance and Lending, Farm Management and Planning, Business Development, Private Consulting, Executive Leadership, Human Resources
<i>Extension, Education, Knowledge Transfer</i>	Government Extension, Post-Secondary Instruction and Research
<i>Environment</i>	Environmental Stewardship, Agroecology, Natural Resources Management, Land and Water Management, Reclamation Remediation

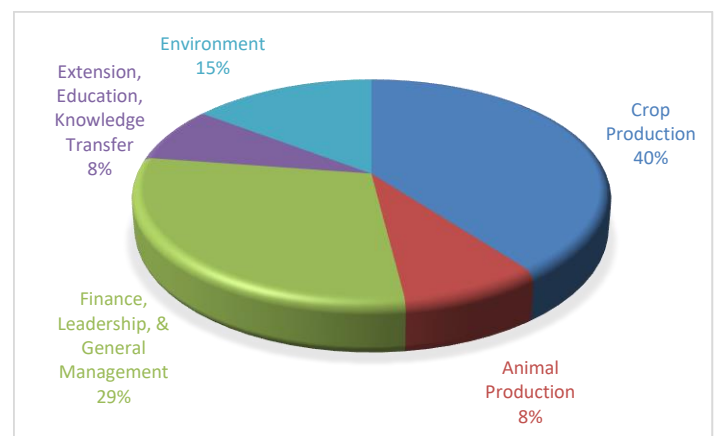


Fig. 4. Registered and practicing agrologists area of practice. Source: 2013-2017 Statistics.

Demographics of Members - Age

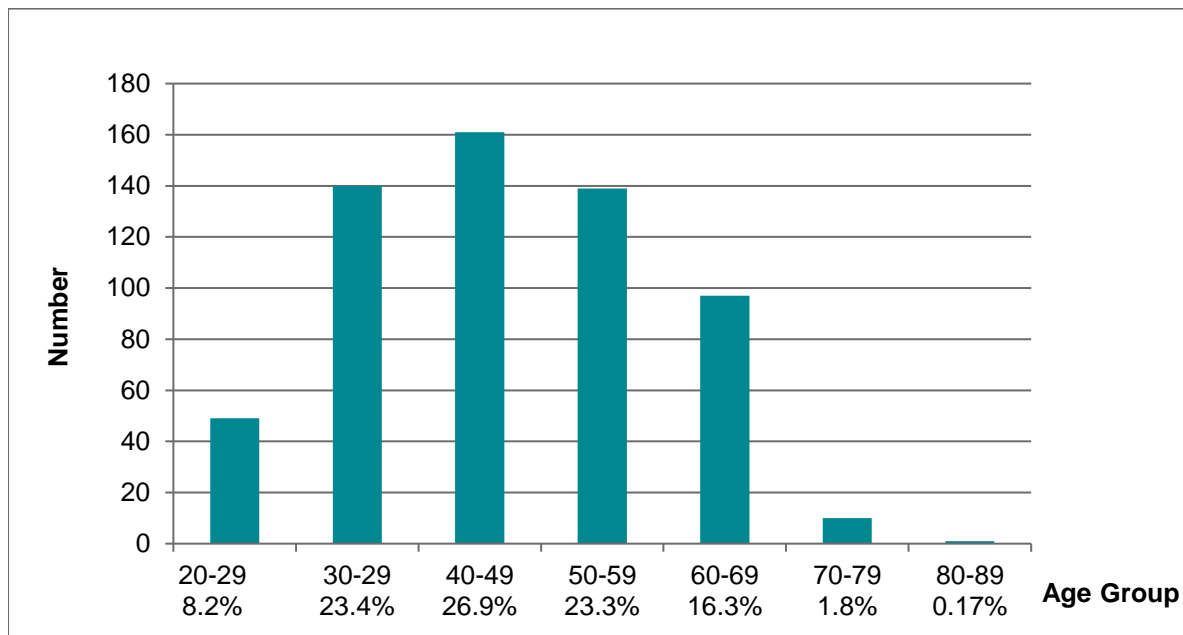


Fig. 5. Manitoba agrologists, by age, 2017.

Foundations of Professionalism—Continuing Competency

In 2017, MIA Council began to think about the Continuing Professional Development (CPD) phase of an agrologist's education. While the requirement for lifelong learning remains an important aspect of being a professional, the best method for an agrologist to demonstrate her or his commitment was opened for review and discussion. The Professional Standards Committee lead asked Council to think about the principles and assumptions that underpin MIA's current approach. Council's response to a discussion paper was a motion to confirm and approve that lifelong learning is:

1. a regulatory principle and requirement of practicing agrology in Manitoba that is in the interests of protecting the public;
2. based on a regulatory principle of ethical responsibility for agrologists to be competent practitioners;
3. a requirement that applies to all professional members (i.e. only those who are using the professional practice titles);
4. the MIA program of demonstrating lifelong learning may include exemptions; and,
5. the MIA program of demonstrating appropriate lifelong learning activity must include effort by professional members.

Council's decision was necessary to guide the Professional Standards Committee work. Looking ahead, the Committee will identify continuing competence requirements including reporting, and develop and oversee the implementation of a renewed continuing competence program. The Committee will re-establish its plan and members will be an important aspect of the review.

Agrologists Canada—An Important Collaboration for MIA

Earlier in the year Council re-confirmed its commitment to provide financial and other support to Agrologists Canada. Institutes contribute \$10 for each registered member and MIA also makes a significant contribution through its leadership roles. Through these investments in the future MIA's aim is strengthening the profession in Manitoba through cooperation and collaboration nationally. Agrologists Canada has begun a new phase of the national standards concept aimed at building credibility and raising awareness of agrology and the competency of agrology professionals.

One other significant decision by the national body in 2017 was to work on a common approach to expressing and validating the value of the service or advice provided by agrologists. A pilot project will be launched in 2018.

Governance—Development of Renewed Council Recruitment Strategy

In 2017, much of the Governance committee's work focussed on exploring approaches to identifying and recruiting potential Council members. The committee opened a discussion with Council that re-affirmed aspects of organizational governance. The committee invested time with staff to develop new information and recruitment tools to support recruitment efforts, and shape future action in this area. The new tools will promote a better understanding of what is needed and what is involved in a way that paves the way for representation excellence from within the practicing membership.

The Governance Committee also saw to it that training of new Councillors was completed as evidence that good governance is a priority.

Managing Resources

The Council, Audit Committee, and Executive Director work together to ensure that resources are managed effectively. The objective is to have a well-balanced approach to implementing the Council's decisions and strategies based on sound financial management. The Audit Committee oversees the audit and risk management policies on behalf of the Council as another aspect of good governance. Daily operations of the MIA are administered by the Executive Director, other staff, and external professionals.

Table 2. Quick Facts, 2013 – 2017.

Year	2013	2014	2015	2016	2017
Practicing Members	642	656	649	641	629
Full Status Fee	\$340.00	\$340.00	\$355.00	\$355.00	\$375.00
Revenue (from members)	\$233,554.00	\$233,322.00	\$246,598.00	\$237,906.00	\$243,715
Total Revenue	-	\$250,899.00	\$262,846.00	\$248,748.00	\$254,484
Expense	\$249,131.00	\$263,075.00	\$250,042.00	\$245,975.00	\$243,145

Audited Financial Statements

MANITOBA INSTITUTE OF AGROLOGISTS Financial Statements

Year Ended November 30, 2017

Carol Edwards Chartered Professional Accountant Corporation

MANITOBA INSTITUTE OF AGROLOGISTS
Index to the Financial Statements
Year Ended November 30, 2017

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Carol Edwards Chartered Professional Accountant Corporation



Independent Auditor's Report

To the Directors of Manitoba Institute of Agrologists

I have audited the accompanying financial statements of Manitoba Institute of Agrologists, which comprise the statement of financial position as at November 30, 2017, and the statement of net assets, statement of operations and the statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the financial statements present fairly, in all material respects, the financial position of Manitoba Institute of Agrologists as at November 30, 2017, and its financial performance and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

March 14, 2018
Winnipeg, Manitoba


Carol Edwards
Chartered Professional Accountant Corporation

financial ∞ wellness

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CAROL EDWARDS CHARTERED PROFESSIONAL ACCOUNTANT CORPORATION

1


MANITOBA INSTITUTE OF AGROLOGISTS
Statement of Financial Position
As at November 30, 2017

	2017	2016
ASSETS		
Current		
Cash and cash equivalents (note 4)	\$ 330,164	\$ 319,867
Accounts receivable (note 5)	6,703	2,907
Prepaid expenses	2,031	1,976
	<u>\$ 338,898</u>	<u>\$ 324,750</u>
LIABILITIES		
Current liabilities		
Accounts payable and accrued liabilities	\$ 9,928	\$ 10,042
Unearned revenue (note 6)	5,175	2,320
Due to government agencies	2,952	2,884
	<u>18,055</u>	<u>15,246</u>
NET ASSETS	<u>320,843</u>	<u>309,504</u>
	<u>\$ 338,898</u>	<u>\$ 324,750</u>

See accompanying notes to the financial statements

Approved by:

Councillor: 

Executive Director: 

MANITOBA INSTITUTE OF AGROLOGISTS
Statement of Net Assets
For the year ended November 30, 2017

	2017	2016
Net assets, beginning of the year	\$ 309,504	\$ 306,731
Excess of revenues over expenses	11,339	2,773
Net assets, end of the year	\$ 320,843	\$ 309,504

See accompanying notes to the financial statements

MANITOBA INSTITUTE OF AGROLOGISTS

Statement of Operations

For the year ended November 30, 2017

	2017	2016
Revenues:		
Membership fees	\$ 232,568	\$ 223,257
Professional development seminars	11,147	14,649
Interest income	5,574	5,767
Web advertisement	5,195	5,075
	<u>254,484</u>	<u>248,748</u>
Administrative expenses:		
Administrative salaries	136,896	138,382
Annual general meeting	747	518
Bank charges	1,265	581
Communications	5,541	5,311
Computer software and hardware	2,416	1,433
Insurance	820	806
Mailing expense	1,184	1,501
Meetings - non AGM	2,872	340
Memberships and license fees	6,350	6,490
Merchant fees	4,902	3,759
Office supplies and expenses	2,631	2,723
Office and building	6,498	6,424
Professional services	23,354	25,937
Public relations	2,200	-
Seminars	6,673	13,051
Travel	1,373	1,860
Website maintenance	19,191	4,911
	<u>224,913</u>	<u>214,027</u>
Governance expenses:		
Council - audit fees	5,464	4,349
Council - awards, honours and scholarships	2,000	2,000
Council - honourariums	2,150	1,750
Council - professional services	3,413	18,728
Council - meetings and communications	1,382	1,882
Council - travel	3,823	3,239
	<u>18,232</u>	<u>31,948</u>
Total expenses	<u>243,145</u>	<u>245,975</u>
Excess of revenues over expenses	<u>\$ 11,339</u>	<u>\$ 2,773</u>

See accompanying notes to the financial statements

MANITOBA INSTITUTE OF AGROLOGISTS
Statement of Cash Flows
For the year ended November 30, 2017

	2017	2016
Cash flow from (used for) operating activities		
Cash received from members	\$ 247,969	\$ 236,871
Cash paid to suppliers	(106,418)	(105,329)
Cash paid to employees	(136,828)	(138,721)
Interest received	5,574	5,767
Net cash flows (used for) operating activities	10,297	(1,412)
Cash at the beginning of the year	319,867	321,279
Cash at the end of the year	\$ 330,164	\$ 319,867

See accompanying notes to the financial statements

MANITOBA INSTITUTE OF AGROLOGISTS
Notes to Financial Statements
Year Ended November 30, 2017

1. Purpose of Organization

The Manitoba Institute of Agrologists (the "Organization") is a provincial organization legislated for the purpose of regulating the practice of agrology in Manitoba. The Organization is incorporated under the *Manitoba Corporations Act* and is a tax exempt organization under section 149(1) of the *Income Tax Act*.

2. Summary of Significant Accounting Policies

Basis of Reporting

The financial statements of the Organization have been prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO) and include the following:

Cash and cash equivalents

Cash includes cash and cash equivalents which consists primarily of commercial paper and deposits with an original maturity date of purchase of three months or less. Because of the short term maturity of these investments, their carrying amount approximates fair value.

Capital Assets

Capital assets are expensed in the year of acquisition. The amount of capital items expensed during the current year was \$NIL (2016 - \$398).

Revenue recognition

The Organization follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue of the appropriate cost centre when received or receivable if the amount to be received can be reasonably estimated and collection reasonably assured.

The Unearned Revenue balance represents memberships invoiced in November and relating to the next fiscal year.

Use of estimates

The preparation of financial statements in conformity with ASNPO, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Assumptions are based on a number of factors including historical experiences, current events and actions that the Organization may undertake in the future, and other assumptions that are believed reasonable under the circumstances. Actual results could differ from those estimates under different conditions and assumptions. Estimates are used when accounting for allowance for inactive accounts, prepaid expenses, accrued liabilities, and disclosure of contingencies.

Contributed materials and services

The Organization recognizes contributed materials and services in the financial statements when their fair value can be reasonably determined and they are used in the normal course of operations had they otherwise been purchased.

MANITOBA INSTITUTE OF AGROLOGISTS
Notes to Financial Statements
Year Ended November 30, 2017

2. continued

Financial instruments

Financial instruments are recorded at fair value on initial recognition. Financial instruments are subsequently recorded at cost and amortized cost.

Transaction costs incurred on the acquisition of financial instruments measured subsequently at fair value are expensed as incurred. All other financial instruments are adjusted by transaction costs incurred on acquisition and financing costs, which are amortized using the effective interest method.

All financial assets are tested for impairment on an annual basis. When a decline is determined to be other than temporary, the amount of the loss is reported in net income.

3. Financial Instruments

The Organization's financial instruments consist of cash, receivables, and accounts payable. Unless otherwise noted, it is management's opinion that the Organization is not exposed to significant credit, interest rate, liquidity, or market risk arising from these financial instruments. Market risks result from changes in interest rates, exchange rates of foreign currencies and market prices of financial instruments.

Credit risk

The Organization's credit risk consists principally of cash and cash equivalents, short-term and other investments, and accounts receivable. The Organization maintains cash and cash equivalents with reputable and major financial institutions. The investments include commercial papers and investments issued by high-credit quality corporations and financial institutions. The Organization considers the risk of non-performance of these instruments to be minimal.

Interest rate risk

The Organization is exposed to interest rate risk with respect of cash and cash equivalents and interest bearing investments.

Liquidity risk

The Organization is exposed to liquidity risk in meeting its obligations associated with financial liabilities.

4. Cash

	<u>2017</u>	<u>2016</u>
Current account, non-interest bearing	\$ 29	\$ 2,242
Savings account, bearing interest at 1.85% (2016 - 1.45%)	330,135	317,625
	<u>\$ 330,164</u>	<u>\$ 319,867</u>

MANITOBA INSTITUTE OF AGROLOGISTS
Notes to Financial Statements
Year Ended November 30, 2017

5. Accounts Receivable

	<u>2017</u>	<u>2016</u>
Accounts receivable	\$ 4,018	\$ 2,509
Accounts receivable - Bambora merchant account	5,441	2,432
Allowance for inactive member accounts	<u>(2,756)</u>	<u>(2,034)</u>
	<u>\$ 6,703</u>	<u>\$ 2,907</u>

6. Unearned Revenue

Unearned revenue consists of membership dues collected from members for the upcoming fiscal year.

7. Comparative Figures

Certain prior year's figures have been restated for comparative purposes to conform to current year presentation.

Appendices

Appendix 1. Approved as Agrologists-in-Training, 2017.

1. 2182, Haider Abbas, MB Agriculture
2. 2055, Ikechukwu Agomoh, University of Manitoba
3. 2194, Angoda Amarasinghe, MB Agriculture
4. 2201, Pamela Bailey, Qually Company Farms
5. 2142, Greg Bartley, MB Pulse & Soybean Growers
6. 2137, Daniel Behre, Maple Leaf Consumer Foods
7. 2185, Alden Brault, University of Manitoba
8. 2138, Ashley Champion, Redfern Farm Services, *Discontinued*
9. 2128, Michelle Carkner, University of Manitoba
10. 2157, Sheila Cook, MB Agriculture
11. 2177, Ian Cook, Enns Brothers
12. 2174, Matt Falk, Access Credit Union
13. 2180, Ian Fortune, Matrix Solutions Inc.
14. 2147, Lyndsey Friesen, Monsanto Canada Inc.
15. 2205, Richard Froese, Winkler Co-op
16. 2210, Andrew Gilson, Parrish & Heimbecker, Ltd.
17. 2154, Jing Jing, J&R Livestock Consultants Ltd.
18. 2050, Amy Johnston, MB Agriculture
19. 2215, Britney Knockaert, Prairies East Sustainable Agriculture Initiative Inc. - *Discontinued*
20. 2161, Derek Lewis, Bayer Crop Science Inc.
21. 2214, Jessica Luzny, Crop Production Services
22. 2200, Kerensa Mamchuk, MB Institute of Agrologists
23. 2162, Bethanie Martel, Farmers Edge
24. 2197, Taylor Masse, Monsanto Canada Inc.
25. 2211, Ikenna Mbakwe, Farmers Edge
26. 2163, Charlee McLaughlin-Ventnor, Shur-Gro Farm Services Ltd.
27. 2126, Aline Tezcucano-Molina, MB Agriculture, *Inactive*
28. 2150, Sirajum Munira, University of Manitoba
29. 2145, Tharshinidevy Nagalingam, University of Manitoba
30. 2173, Karlee Nardai, Bayer CropScience
31. 2153, Brittany Leanne Nickel, Farmers Edge, *Inactive*
32. 2159, Mitchell O'Brien, Bud McKnight Seeds
33. 2207, Valerie Okoth
34. 2129, Ramprakash Pandian, McCain Foods, *Discontinued*
35. 2140, Justin Paterson, Paterson Global Foods Inc.
36. 2170, Neil Peitsch, MB Agriculture
37. 2144, Ganesan Ramalingam, McCain Foods Canada
38. 2143, Christina Rivest, Proveta, Nutrition
39. 2171, Colby Robertson, McCain Food Canada
40. 2190, Shawn Rowson, XiteBio Technologies Inc
41. 2160, Brett Takvam, Viterra
42. 2176, Kristine Tapley, Ducks Unlimited
43. 2132, Tao Wang, Dow AgroScience
44. 2164, Mengistu Wendimu, MB Agriculture
45. 2208, Brent Wiebe, MB Pulse & Soybean Growers
46. 2184, Lyle Wiens, Intelli-Farm (Self-Employed)

47. 2189, Pamela Wilson, Assiniboine Community College
48. 2167, Daniel (Eujinsol) Woo, Dauphin Co-op

Appendix 2. Granted Professional/Technical Agrologist, 2017.

49. 2128, Michelle Carkner, P.Ag., University of Manitoba
50. 1991, Isaac Oludayo Daniel, P.Ag., University of Manitoba
51. 2094, Katrina Delaquis, P.Ag., Viterra
52. 1837, Jamie Denbow, P.Ag., Farmers Edge
53. 2079, Vyacheslav Dubchenko, P.Ag., Catellier Seeds
54. 2114, Robert Duncan, P.Ag., University of Manitoba
55. 1860, Simon Ellis, Tech.Ag., Ellis Farm Supplies Ltd.
56. 2106, James Frey, P.Ag., MB Agriculture
57. 2120, Mark Fynn, P.Ag., MB Pork
58. 1929, Martin Gaudet, P.Ag., Monsanto Canada Inc.
59. 2092, Araelya George, P.Ag., Parkvale Farms Ltd.
60. 2019, Rick Gray, P.Ag., Fleming College, *Transferred to Ontario Institute of Agrologists*
61. 1944, Bradley Gregg, P.Ag., Terraco
62. 2038, Paul Grenier, P.Ag., Moonshadow Holstein
63. 1997, Samantha Hink, P.Ag., Crop Production Services Canada Inc.
64. 1954, Srimathie Indraratne, P.Ag., University of Winnipeg
65. 2062, Sachelle Johnston, P.Ag. Native Plant Solutions
66. 2098, Elizabeth Karpinchick, Tech.Ag., Tone Ag Consulting
67. 2084, Megan Kemp, Tech.Ag., Zegher Seeds
68. 1588, Claire Allison, P.Ag., Dow AgroSciences
69. 1992, Brittney Kroeker, P.Ag., Bayer CropScience
70. 1995, David McAulay, Tech.Ag., Valleyview Coop
71. 2052, Emmanuel Ojo, P.Ag., MB Agriculture
72. 1915, Jason Peters, P.Ag., Kroeker Farms Ltd.
73. 1999, Alexandra Pissens, Tech.Ag., Valleyview Co-op
74. 2083, Denise Schmidt, P.Ag., FP Genetics Inc.
75. 2024, Brock Smith, P.Ag., Monsanto Canada Inc.
76. 1912, Brent Sorenson, P.Ag., Beautiful Plains Credit Union
77. 2071, Katherine Stanley, P.Ag., University of Manitoba
78. 2085, Mario Tenuta, P.Ag., University of Manitoba
79. 2127, Cassandra Tkachuk, P.Ag., MB Pulse & Soybean Growers
80. 1806, Andrew Urzada, P.Ag., Summit Liability Solutions Inc., *Transferred to Saskatchewan Institute of Agrologists*
81. 2132, Tao Wang, P.Ag., Dow AgroSciences
82. 1796, Nicholas Williams, Tech.Ag., Matrix Solutions Inc.

Appendix 3. Dual-Registrations Accepted, 2017.

83. 1242, Jill Caldwell, P.Ag., Good Lands Environmental, Inc.
84. 2178, Glen Doll, P.Ag., Serecon Inc.
85. 1389, Cynthia Horrigan, P.Ag., Good Lands Environmental, Inc.
86. 2175, Brandy Woods-Schroeder, Tech.Ag., Matrix Solutions Inc.

Appendix 4. Provincial Council Members, 2017

Elected Provincial Council Members

1. Chair: Casey Fox, P.Ag., Concentra Financial
2. Vice-Chair: Jill Caldwell, P.Ag., Good Lands Environmental Inc.
3. Terry Betker, P.Ag., Backswath Management Inc.
4. Robyn Harte, P.Ag., MB Agriculture
5. Mark Howe, P.Ag., Thompson Dorfman Sweatman LLP
6. Lori-Ann Kaminski, P.Ag., Manitoba Wheat & Barley Growers Association and Cereals Canada
7. Darren Keam, P.Ag., WSP Canada Inc.
8. Wendy McDonald, P.Ag., Parrish & Heimbecker. Ltd.
9. Lynne Pinder, P.Ag., Prairie Beef Nutrition
10. Ray Redfern, P.Ag., Redfern Farm Services Ltd.
11. Dennis Robles, P.Ag., Swine Health Professionals
12. Karin Wittenberg, P.Ag., Faculty of Agriculture and Food Sciences, University of Manitoba

Public Appointee, Appointed under “The Agrologist Act”, Three-Year Term

13. John Carney, Manitoba Livestock Manure Management Initiative
14. Colleen Dyck, GORP Clean Energy Bar
15. D. Salin Guttormsson, LL.B., Manitoba Association of Medical Radiation Technologists

Appendix 5. Administration and Responsibilities

Jim Weir

Executive Director/Registrar

- Jim leads the overall day-to-day management and operation of MIA. He supports and advises Council and all Committees and is MIA's main connection to other Institutes and Agrologists Canada. He is an officer of Agrologists Canada.

Estel Facundo

Office Administrator

- Estel provides administrative support. Her responsibilities include member care and communication, website management, and liaison with the Office of the Manitoba Fairness Commissioner. Estel also assists in MIA events and special activities.

Jennifer Merin, P.Ag.

Admission and Registration Assistant (until July 2017)

- Jennifer provided temporary support in the admission and registration area until a replacement search was concluded.

Kerensa Mamchuk,
Agrologist-in-Training

Admission and Registration Assistant (started August 2017)

- Kerensa joined MIA in the fall as Admissions and Registration lead. She holds a BSc (Agribusiness) from the Faculty of Agricultural and Food Sciences, University of Manitoba, and has several years of experience in various roles in the crops and livestock sectors. Kerensa is a strong communicator whose role includes new application processing and entry to practice credential and competency assessment. She provides significant support to Agrologists-in-Training and the Admissions and Registration Committee.