



## 2019 Annual General Meeting

April 16, 2019 | The William Glesby Centre | Portage la Prairie | Manitoba

| Agenda Items                                      | Highlights and Actions  |                    |                    |               |                       |
|---|---|--------------------|--------------------|---------------|-----------------------|
| <b>1. Call to Order</b>                           | Casey Fox, P.Ag. Council Chair, welcomed members and called the meeting to order at 1:30 p.m.   |                    |                    |               |                       |
| <b>2. Chairman's Opening Remarks</b>              | Chairman's opening remarks included: <ul style="list-style-type: none"> <li>• Declared quorum (at least 40 members).</li> <li>• Stated that the Notice of the Business Meeting and Agenda were sent to members prior to the meeting as required in the bylaws.</li> <li>• Stated decision process - Voting process summarized; Voting on motions by a show of hands and determined by a simple majority. Recorded votes will be by a standing count.</li> </ul> Members observed a moment of silence for members who had passed away the previous year. |                    |                    |               |                       |
| <b>3. Approval of 69<sup>th</sup> AGM Agenda</b>  | <b>Motion to Approve 69<sup>th</sup> AGM Agenda.</b><br><p style="text-align: center;"><b>Moved by Karin Wittenberg, P.Ag.</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 2px;"><i>Seconded by</i></td> <td style="padding: 2px;">Mark Howe, P.Ag.</td> </tr> <tr> <td style="padding: 2px;"><i>Motion</i></td> <td style="padding: 2px;">Carried, None Opposed</td> </tr> </table>   | <i>Seconded by</i> | Mark Howe, P.Ag.   | <i>Motion</i> | Carried, None Opposed |
| <i>Seconded by</i>                                | Mark Howe, P.Ag.  |                    |                    |               |                       |
| <i>Motion</i>                                     | Carried, None Opposed   |                    |                    |               |                       |
| <b>4. Approval of 68<sup>th</sup> AGM Minutes</b> | <b>Motion to Approve Minutes of 68<sup>th</sup> AGM.</b><br><p style="text-align: center;"><b>Moved by Paul Westdal, P.Ag.</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 2px;"><i>Seconded by</i></td> <td style="padding: 2px;">Ray Redfern, P.Ag.</td> </tr> <tr> <td style="padding: 2px;"><i>Motion</i></td> <td style="padding: 2px;">Carried, None Opposed</td> </tr> </table>   | <i>Seconded by</i> | Ray Redfern, P.Ag. | <i>Motion</i> | Carried, None Opposed |
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| <p><b>5. Review of the 2018 Year-End Audited Financial Statements</b></p> | <p>John Carney, FCPA, FCMA, Appointed Councilor and Lead, Audit Committee remarks included:</p> <ul style="list-style-type: none"> <li>• Acknowledgement of Audit Committee members.</li> <li>• Audit Committee mandate summarized on page 12 of Annual Report.</li> <li>• The auditor was Carol Edwards Chartered Professional Accountant Corporation whose appointment was confirmed by members at 2018 Annual General Meeting.</li> <li>• Audit purpose is to ensure there is appropriate internal accounting and administrative controls achieved at a reasonable cost.</li> <li>• Audit helps the Council ensure financial information is relevant, reliable, and accurate.</li> <li>• Audit Process included opportunities to meet with the auditor.</li> <li>• Audit results (summarized) as published in the Annual Report (page 14).</li> <li>• Advised members audit results include opinion and recommendations.</li> <li>• Stated that Audit Committee and Council are satisfied by a “clean” audit result.</li> </ul> <p>No questions were asked by attending members.</p> |                    |                |  |                                 |
| <p><b>6. Appointment of Auditor for 2019 Fiscal Year</b></p>              | <ul style="list-style-type: none"> <li>• The Audit Committee recommends the engagement of the external auditor, and the Committee’s recommendation is reviewed by the Council and approved by members at the Annual General Meeting.</li> <li>• The Audit Committee provided information to Council about its recent experiences and satisfaction with the auditor for 2018.</li> </ul>   |                    |                |  |                                 |
|   | <p><b>Motion to appoint Carol Edwards Chartered Professional Accountant Corporation as auditor for the year ending November 30, 2019.</b></p> <p style="text-align: center;"><b>Moved by J. Carney</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;"><i>Seconded by</i></td> <td>Tim Hore P.Ag.</td> </tr> <tr> <td></td> <td>No discussion about the motion.</td> </tr> </table>   | <i>Seconded by</i> | Tim Hore P.Ag. |  | No discussion about the motion. |
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|  | <p style="text-align: center;"><b>Motion Carried, None Opposed</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;"><i>Post-motion Information</i></td> <td style="padding: 5px;"> <p>Members asked for clarification or comment.</p> <p>1. Question: Has membership effective date been changed to coincide with financial year-end audit?<br/>Response (Executive Director): Membership is from December 1<sup>st</sup> and members have until January 31<sup>st</sup> to pay the annual registration fee.</p> <p>2. Question: As membership numbers appear to be in decline, is there anything planned or to be done to reverse the trend?<br/>Response (Executive Director): Year on year fluctuations are normal; 2018 experience a slightly larger number of members declaring they are retired and/or no longer practicing; immigration to Manitoba by individuals interested in the agriculture professional sector has slowed in the last couple of years.</p> </td> </tr> </table> | <i>Post-motion Information</i> | <p>Members asked for clarification or comment.</p> <p>1. Question: Has membership effective date been changed to coincide with financial year-end audit?<br/>Response (Executive Director): Membership is from December 1<sup>st</sup> and members have until January 31<sup>st</sup> to pay the annual registration fee.</p> <p>2. Question: As membership numbers appear to be in decline, is there anything planned or to be done to reverse the trend?<br/>Response (Executive Director): Year on year fluctuations are normal; 2018 experience a slightly larger number of members declaring they are retired and/or no longer practicing; immigration to Manitoba by individuals interested in the agriculture professional sector has slowed in the last couple of years.</p> |
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| <p><b>7. Election of Councillors</b></p> | <p>J. Carney explained the election process, noted the process is thorough and transparent, and indicative of good governance practices, and supervised distribution and tallying of ballots.</p>   |                                |  |



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| <p><b>8. Information of Interest to Members</b></p> | <p>C. Fox and Terry Betker, P.Ag., Councillor presented “<b>Creating an Infrastructure of Trust</b>”.</p> <p>C. Fox summary:</p> <ul style="list-style-type: none"> <li>• Note: Information presented to members included mandate and goals, organizational resource requirements through proposal to change annual registration fees.</li> <li>• Organizational direction and goals organized under two main themes.</li> <li>• Stated relationship between goals and resource needs.</li> <li>• Stated that commitment to more action related to unauthorized practice will be financed from a reserve allocation of up to \$20,000 in 2019.</li> <li>• Reserve fund is not purposed for day to day operations; it is intended to support one-time or exceptional, non-recurring situations.</li> </ul> <p>T. Betker summary:</p> <ul style="list-style-type: none"> <li>• Profession is changing and evolving; Agrologists don’t practice in a “status quo” industry.</li> <li>• Professional responsibility to keep pace with change including investment in professional association purposed to provide appropriately organized governance model.</li> <li>• Linked self-regulating responsibilities to the public and profession.</li> <li>• Contrasted minimalist resource strategy of recent years with Council’s proposed strategy to evolve the philosophy on fees based on the potential of what could be accomplished with greater fiscal capacity.</li> <li>• Contrasted individual member value for fee cost as secondary to responsibility for understanding what could be done in the public interest with more. Posed as a necessary shift in thinking about the Agrology profession.</li> <li>• Agrologists need to be confident and proud of their efforts.</li> </ul> |



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|--|---|
| <p><b>9. Annual Registration and Practice Fee applicable January 1, 2020</b></p> | <p>C. Fox:</p> <ul style="list-style-type: none"> <li>• Stated proposed fee change for 2020 was communicated to members in the Notice of Meeting prior to the AGM.</li> <li>• Related annual fee changed to mandate and goals presentation</li> <li>• On behalf of Council proposed the following motion:</li> </ul> <p><b>Motion</b> that the annual registration fee for practicing Agrologists effective January 1, 2020 will be:</p> <ul style="list-style-type: none"> <li>• Professional Agrologist and Technical Agrologist - \$400 (increase of \$25)</li> <li>• Agrologist-in-Training - \$345 (increase of \$25)</li> <li>• No change other categories</li> </ul> <p style="text-align: center;"><b>Moved by Wendy McDonald, P.Ag.</b></p> <p style="text-align: center;"><i>Seconded by</i> Mark Howe, P.Ag.</p>   |
|  | <p><b>Discussion on Motion</b></p> <ul style="list-style-type: none"> <li>• Member Comment: Appreciate direction, need to work on bringing “agrology” into more prominence by differentiating “agrology” from “agronomy” as a specific practice area in Manitoba and across Canada.</li> <li>• Question: How can differentiation be accomplished with employers and within “The Agrologists Act”?</li> <li>• Response (C. Fox and Executive Director): Council discussed potential ways to modernize “The Agrologists Act”, highlighted rebranding efforts, drew attention to job posting language, similar concerns in other provinces in differentiating agrology and agronomy, and highlighting the wider scopes of practice of the profession, working with others including employers, and the University of Manitoba to raise the profile of the profession.</li> </ul> |



# Agrologists

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## Minutes

| Agenda Items | Highlights and Actions   |
|--------------|--|
|              | <ul style="list-style-type: none"> <li>• Member Comment: We need to be more proactive in efforts toward explaining the value of the work of Agrology professionals.</li> <li>• Member Comment: Reserve fund seems to be healthy. Is the reserve fund where it should be, and, with a healthy reserve fund, is it necessary to increase the annual registration fee?</li> <li>• Response (C. Fox, T. Betker, and Executive Director): Council has mandated that reserve be maintained at a minimum of \$250,000 to self-insure and to manage unforeseen, irregular expenses. Reserve will be used in 2019 to support more effort toward managing unauthorized practice but this is not expected to be a recurring expense draw from reserves.</li> <li>• A member asked for more specifics about how the reserve fund draw will be used toward increased action on unauthorized practice. Member stated support for increased annual registration fee to take action as other professions do regarding unauthorized practice. Response (C. Fox, T. Betker, and Executive Director): Reserve money committed by Council will be used to hire additional resources for fact-finding and information support related to more action on unauthorized practice including fact-finding and information gathering before individuals can be approached, and to increase communication about registration requirements. Reserve amount could be depleted by legal challenges. Working with other Prairie provinces to enhance a consistent communication approach about registration requirements.</li> <li>• Member Comment: “Agrology” electives are being developed as additional information for university students; “Agrology” is gaining traction as a viable search term on job websites.</li> </ul> <p style="text-align: center;"><b><i>Motion Carried by a majority show of hands.</i></b></p> |



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|--|---|----------------------------------|------------|------------------------|---|---|----|
| <p><b>10. Provincial Council Members</b></p>         | <p>Election results:</p> <table border="1" data-bbox="560 525 1258 724"> <tr> <td><b>Total Eligible Votes Cast</b></td> <td><b>130</b></td> </tr> <tr> <td><i>Spoiled Ballots</i></td> <td>1</td> </tr> <tr> <td><i>Ballots Received by Mail or Electronic Means</i></td> <td>46</td> </tr> </table> <p>The following nominees were confirmed by the election process to a three-year term on Council:</p> <ul style="list-style-type: none"> <li>• Mark Fynn, P.Ag.</li> <li>• Tim Hore, P.Ag.</li> <li>• Douglas Wilcox, P.Ag.</li> <li>• Shelby Wray, Tech.Ag.</li> </ul> <p>Members were informed the ballots will be held for a specified period and then destroyed.</p> <p>C. Fox and J. Carney welcomed newly elected Councilors, and each made a brief statement to the assembly.</p> | <b>Total Eligible Votes Cast</b> | <b>130</b> | <i>Spoiled Ballots</i> | 1 | <i>Ballots Received by Mail or Electronic Means</i> | 46 |
| <b>Total Eligible Votes Cast</b>                     | <b>130</b>  |                                  |            |                        |   |   |    |
| <i>Spoiled Ballots</i>                               | 1   |                                  |            |                        |   |   |    |
| <i>Ballots Received by Mail or Electronic Means</i>  | 46  |                                  |            |                        |   |   |    |
| <p><b>11. Recognition of Outgoing Councilors</b></p> | <ul style="list-style-type: none"> <li>• Current Council members in attendance were recognized.</li> <li>• C. Fox identified and thanked outgoing Councilors: M. Howe, P.Ag., Lynne Pinder, P.Ag., Jill Caldwell, P.Ag., and Dennis Schindler, P.Ag. and indicated each received recognition award for their contribution to Council and the profession.</li> <li>• Members receiving the Inukshuk Awards at the meeting were: M. Howe, P.Ag. and J. Caldwell, P.Ag.</li> </ul>   |                                  |            |                        |   |   |    |
| <p><b>12. Motion to Adjourn</b></p>                  | <p>C. Fox declared all agenda matters were concluded, thanked members for attendance, and declared the meeting adjourned at 2:38 p.m.</p>   |                                  |            |                        |   |   |    |