



**54<sup>TH</sup> VIRTUAL ANNUAL GENERAL MEETING MINUTES**  
(Individual ZOOM links were assigned to producers as they registered)  
**HELD AT THE CAMBRIDGE HOTEL & CONVENTION CENTRE**  
**RED DEER, AB**  
●  
**MARCH 2, 2021 ~ 1:00 P.M.**

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**BOARD OF DIRECTORS:**

Jason Born, Chair; David Hyink, Vice-Chair, Dennis Steinwand, Henk Schuur, and Rob van Diemen

**ACP STAFF:**

Karen Kirkwood, Executive Director; Vera Ward, Karen Miller, Robert Renema, Laurie Power, Maria Leslie and Caitlin Kaiser

**PRESENTERS:** Auditor Chris Schulte, King and Company; Executive Director Michael Laliberte and Chair Benoit Fontaine, Chicken Farmers of Canada

**MEETING AND ELECTION OVERSIGHT:** Janelle Hancock, Agricultural Products Marketing Counsel; Michael Carman, Data on the Spot (DOTS)

**VIRTUAL ATTENDANCE:** 160 Producers and Industry members registered to attend via ZOOM

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**1. CALL TO ORDER:**

The Chair, Jason Born called the meeting to order at 1:00 P.M.

In addition to the Board Directors and Staff present at the Cambridge, Red Deer, 160 producers and industry members registered for the virtual Annual General Meeting and a quorum for the meeting has been established.

**2. OPENING REMARKS:**

Introductory comments and virtual housekeeping procedures were reviewed to provide all meeting attendees the opportunity to be engaged in the meeting by following the processes outlined by third party service provider, Data on the Spot (DOTS). It was noted that only registered producers would have access to the 'raise hand' function to move, second and pass non-controversial matters; and all attendees would have access to the chat to submit questions and ask to speak throughout the meeting.

**3. APPROVAL OF AGENDA:**

There were no additions or questions to the agenda.

Using the 'raised hand' function;

**Chris Hofer/Scott Wiens**

***"That the agenda be approved as presented." MC***

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

**4. APPROVAL OF FEBRUARY 25, 2020 MINUTES:**

Using the 'raised hand' function;

**Martin van Diemen/Ross Bezovie**

***"Approve the February 25, 2020 Meeting Minutes as presented." MC***

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

**5. CHAIR'S REPORT:**

Jason Born presented his Chair's report noting that 2020 had been a year of change with many successes and challenges. The COVID-19 pandemic brought a significant impact to the chicken industry across the country. The Board and staff adapted to the challenges and remained focused on Alberta Chicken Producers (ACP) priorities and continued building on the organization's strong culture and foundation of good governance.

Highlights of initiatives and key areas of focus:

- The Vision, Mission and Strategic Framework were reviewed, highlighting the 3-Year Strategic Plan for 2019-2021.
- Production this year was volatile and brought many challenges; much of the Board's time was spent responding to shifts in the market and developing and maintaining contingency plans in the event of a Covid-19 outbreak in one or more of the processing plants.
- During the pandemic, staff worked remotely and adapted and developed different ways of supporting and delivering on ACP's strategic plan.
- Work continues with our Western counterparts to develop a set of principles to guide the negotiation of our respective provincial long-term Live Price Agreements; our Board's goal is to deliver a fair and reasonable return on investment for producers and continued investment into the industry; and
- A formal Corporate Social Responsibility program (ACP's Good Neighbours Program) was developed in 2020, which includes a new partnership with Food Banks Alberta.

To conclude his report, Jason shared a favourite quote: *Alone we can do so little; Together we can do so much* (Hellen Keller). He thanked his fellow Board members, staff, producers and industry partners to the commitment to the successes of our industry during this unprecedented year; thanking also the Western Chicken Board Directors and Executive Directors and Chairs for engaging with Alberta and working so effectively together over this past year. He noted that following the meeting an electronic survey will be circulated to meeting participants.

Meeting participants were provided an opportunity to ask questions using the 'raise hand' or 'chat' function.

**6. 2020 ANNUAL REPORT:**

Rob van Diemen presented the 2020 Annual Report, highlighting key initiatives of the past year.

Meeting participants were provided an opportunity to ask questions using the 'raise hand' or 'chat' function.

Using the 'raised hand' function;

**Tara DeVries/Scott Wiens**

***"Accept the 2020 Annual Report as presented." MC***

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

**7. AUDITED FINANCIAL STATEMENT**

As Chair of the Finance Committee, Dennis Steinwand presented the Audited Financial Statement for fiscal year 2019/2020. Producers were invited to follow along by referencing the Financial Statement located in the back cover jacket of the 2020 Annual Report.

The auditors have expressed a 'clean' opinion on this year's financial statements which gives the members assurance that the Financial Statements present fairly the financial position of Alberta Chicken Producers (ACP) as at November 30, 2020.

Chris Schulte, Auditor representing King and Co, joined the meeting. He spoke briefly about the tools and processes used during the audit process in accordance with the standards of Not-for-Profit organizations. Duration of the Audit procedures and compliance occurs within a week.

Dennis continued to review the Statement of Operations (Revenue and Operating Expenses), Net Income, Statement of Cash Flow, and concluded with the Notes to the Financial Statements.

Chris Schulte left the meeting.

Using the 'raised hand' function;

**Steven Hofer/Jerry Kamphius**

***"Approve the Audited Financial Statement as presented." MC***

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

**8. APPOINTMENT OF AUDITOR:**

Dennis Steinwand provided background on King and Co.; appointed as ACP's Auditor in 2013, they have provided prudent Audit services to Alberta Chicken Producers for the past eight years.

Using the 'raised hand' function;

**Marc Therrien/Erna Ference**

***"Appoint Auditor King and Company as Alberta Chicken Producers Auditor to perform the 2021/2022 Audit." MC***

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

**9. PROPOSED BYLAW DEVELOPMENT PROCESS:**

Karen Kirkwood presented background information on the proposed Bylaw Development process for Alberta Chicken Producers, the benefits and considerations for ACP in developing them. With recent changes to Marketing of Agricultural Products Act (MAPA), ACP is now authorized to develop their own enforceable Bylaws. We would now be able to create Bylaws on governance related matters such as: terms of office, voting and elections, Board member eligibility, nominations, etc.

The next steps were reviewed, noting that a vote will be held with producers at the Producers Only meeting later in the afternoon. With producers' approval, ACP can begin working with Marketing Council to draft Bylaws. The final draft bylaws and Plan Regulation amendments will be presented to producers for approval before submitting to Marketing Council, then to Minister of Agriculture & Forestry. Once implemented, ACP will review our Bylaws along with our normal regulatory review process every five years; but if changes are necessary, amendments can be made during this timeframe.

**10. CHICKEN FARMERS OF CANADA (CFC):**

Dennis Steinwand, CFC Director; Benoit Fontaine, CFC Chair; Michael Laliberte, CFC Executive Director brought greetings and updates from CFC.

Topics highlighted included:

- Allocation setting and responding to market shifts and production challenges created as a result of the pandemic
- Postponement of the reassessment of the target to eliminate preventative use of Category III Antibiotics
- Pathogen reduction, with special attention given to Salmonella
- CFC Branding Strategy/Raised by a Canadian Farmer brand and recent public relations initiatives
- Continued growth of the On Farm Food Safety and Animal Care Program throughout the value chain
- As an industry, we are committed to continued improvements; must continue to embrace the values of collaboration, cooperation and consultation
- Trade negotiations and upcoming announcement of Comprehensive and Progressive Trans-Pacific Partnership Agreement Mitigation Programs; will ensure farmers can plan for their future, navigate and contribute to Canada's goal of growing the agriculture sector (funding to be available for a ten-year period and details to be forthcoming once approved)
- Continuing to meet virtually to focus on strategic objectives; there has been little disruption
- CFC's five-year Strategic Plan for 2019 – 2023 will continue to deliver successful results for our farmers, industry partners, governments, and consumers
- Gratitude and thanks was expressed to the strong team from Alberta: CFC Director Dennis Steinwand, Alternate Director, Rob van Diemen, Chair, Jason Born, and Executive Director Karen Kirkwood.

**11. TRIBUTES:**

Henk Schuur presented a warm tribute to past Director, Christian Guenter, for his service to the Board and industry.

Jason Born provided a heartfelt farewell message to Henk Schuur who retired from the Board as the meeting concludes today.

Karen Kirkwood thanked Producer Programs Coordinator, Laurie Power, for her ten years of dedicated service and tremendous contributions to ACP.

**12. OTHER BUSINESS:**

None

**13. ADJOURN OPEN MEETING:**

Jason Born thanked everyone for attending the virtual meeting and noted that an electronic survey will be sent to all attendees to provide their feedback on today's AGM.

A special thanks was expressed to Maria Leslie for her technical expertise for today's ZOOM meeting.

Jason noted that the Producers' Only Meeting will convene at 3:30 p.m.

Using the 'raised hand' function;

**Gary Hofer /Jerry Kamphius**

***"The meeting be adjourned at 3:18 pm."*** MC

Producers used the 'raise hand' function to indicate being 'in favour' of the motion.

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Jason Born, Chair

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Karen Kirkwood, Executive Director

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Date Approved