



**57TH HYBRID ANNUAL GENERAL MEETING MINUTES
HELD AT THE RED DEER RESORT & CASINO
RED DEER, AB**

FEBRUARY 28, 2023 ~ 9:30 A.M.

BOARD OF DIRECTORS:

David Hyink, Chair; Rob van Diemen, Vice-Chair, Dennis Steinwand, Wes Nanninga, and Ross Bezovie

ACP STAFF:

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

PRESENTERS: Auditor Chris Schulte, King and Company; Executive Director Michael Laliberte and Chair Tim Klomp maker, Chicken Farmers of Canada; Andre Patry, Avian Influenza Reciprocal Insurance; Keynote Speaker, Wendy Schneider

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

1. CALL TO ORDER:

The Chair, David Hyink called the meeting to order at 9:30 A.M.

Everyone was invited to stay to the end of the meeting to celebrate with a toast to outgoing Director Dennis Steinwand and Executive Director Karen Kirkwood, who are leaving Alberta Chicken Producers (ACP) as of today.

Guests were thanked for taking the time to travel for our AGM and we advised ACP is offering a hybrid meeting option for today's meeting. The Rules of Order were provided to both in person and virtual attendees. In-person attendees were encouraged to attend the open Poultry Industry reception following the AGM, commencing at 5:00 pm – 7:00 pm.

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 vote and to use 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. Election results will be announced in real time with Marketing Council overseeing and scrutinizing the process.

In observance of the hybrid format, Maria Leslie will watch for producers who will use their 'raised hand' function for producers asking questions.

3. APPROVAL OF AGENDA:

10B was added: Farm Products Council

Henk Schuur/Dean Knull

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

On-line producers used the 'raise hand' function to indicate being 'in favour' of the motion.

4. APPROVAL OF March 1, 2022 GENERAL MEETING MINUTES:

George Hofer/Erwin Claassen

***"Approve the March 1, 2022 Meeting Minutes as presented."* MC**

On-line producers used the 'raise hand' function to indicate being 'in favour' of the motion.

5. CHAIR'S REPORT:

David Hyink presented his Chair's report, highlights included:

The Governance Structure / Strategic Framework was shared on screen along with identifying the Priorities:

Karen Kirkwood announced her plans to leave the industry after 13 years of service and the Board was tasked to find a suitable replacement to fulfill her role to build on the strong foundation in place.

ACP's Strategic Framework was reviewed and the long-term goals of the industry were shared.

Avian Influenza (AI) posed a heavy challenge in the spring of 2022 and the ACP staff rose to the challenge of identifying and developing new procedures and processed to bring the industry partners together, along with the Canadian Food Inspection Agency (CFIA) and National agencies, to control and eradicate the situation. The industry did a great job to address the distress during this period: the Value Chain initiative continues incorporating emergency management, chick supply, value chain mapping, strategic planning, allocation decisions, and underproduction. Determining an appropriate compensation for producers is a high priority for ACP Board and staff. Establishing an Emergency Funding Framework was necessary to bridge the gap in the interim.

Erna Ference was thanked for representing the poultry industry at AgSafe table for the past six years; her dedication and countless contributions on behalf of the four poultry boards.

Live Price discussions with the Board and Processors continued; agreement was reached to a new long-term Live Price Memorandum of Understanding (MOU) framework effective A-181 through A-188.

Past Board members, current Board members, Processors and staff were thanked for their diligence, perseverance, and commitment to agree to a price MOU, a four-year long process.

Bylaws and the Plan Regulations have been approved by Marketing Council's/Minister's office; ACP will no longer require to approach cabinet for approval of any future amendments to the Bylaws.

New Executive Director, Geoff Brown was introduced; he briefly provided his background and thanked Karen Kirkwood and staff for the warm welcome.

The Chair thanked the Board members and staff for their work over the past year.

6. **2022 ANNUAL REPORT:**

Rob van Diemen presented the 2022 Annual Report, highlighting key initiatives of the past year in the following areas:

- Governance Committee
- Production Committee
- Supply Chain Committee
- Flock Health and Management Committee
- Research Committee
- Emergency Management and Avian Influenza
- Public Relations
- Corporate Social Responsibility Program

On-Line producers were provided an opportunity to ask questions using the 'raise hand' or 'chat' function.

Using the 'raised hand' function;

Anno Bylsma/Henk Krijger

"Accept the 2022 Annual Report as presented." MC

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

7. **AUDITED FINANCIAL STATEMENT**

Finance Committee Chair, Dennis Steinwand expressed the Auditor has 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, 2022.

Chris Schulte, Auditor representing King and Co, was introduced and spoke briefly about the tools and processes used during the audit process in accordance with the Canadian Accounting Standards of Not-for-Profit organizations; duration of the Audit procedures and compliance occurs within a week timeframe at the ACP office.

Dennis Steinwand presented the Audited Financial Statement for fiscal year 2021/2022. Producers were invited to follow along by referencing the Financial Statement located in the back of the 2022 Annual Report. He reviewed the Statement of Operations (Revenue and Operating Expenses), Net Income, Statement of Cash Flow, and concluded with the Notes to the Financial Statements.

Using the 'raised hand' function;

Jason Born/Clarence Visser

"Approve the Audited Financial Statement for the 2021-22 fiscal year as presented." MC

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

Chris Schulte left the meeting.

8. APPOINTMENT OF AUDITOR:

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

Using the 'raised hand' function for those attending virtually;

Tara deVries/Dean Knull

"Appoint King and Company as Alberta Chicken Producers Auditor for 2023." MC

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

9. AVIAN INFLUENZA RECIPROCAL INSURANCE

Executive Director Karen Kirkwood spoke to the challenges producers could face if affected by High Path Avian Influenza (HPAI) in the future; ACP is seeking feedback from producers before proceeding further with developing an insurance program suitable for chicken producers.

Producers were encouraged to provide details on the Evaluation Form and specifics as ACP explores coverage.

Andre Patry, representative of Ag Risk Managers, provided information on how Avian Influenza reciprocal insurance works, the risk modelling conducted for ACP, and the range of coverage options for Animal Disease.

The meeting was adjourned for lunch; Dennis Steinwand blessed the food.

Meeting was reconvened at 12:35 pm.

10. KEYNOTE SPEAKER: Unstoppable Conversations - Resilience in Challenging Times

Wendy Schneider brought a message on how to deal with life challenges. Her expertise ranges from difficult conversations to effective corporate cultures, and from executive coaching to organizational and community transformation. The members discussed their challenges and some worthy of

Mention: learn how to create life after crisis.

11. CHICKEN FARMERS OF CANADA (CFC):

Combined greetings and updates were presented by Dennis Steinwand, Alberta's CFC Director; Tim Klompmaker, CFC Chair; Michael Laliberte, CFC Executive Director brought greetings/updates from CFC.

Tim Klompmaker, CFC Chair:

- AI posed many challenges, anxieties and pressures this past year and farmers have gone above and beyond to protect their farm and neighbouring farms; entire sector stepped up to assist wherever possible
- Strategic Plan changed their Vision – *Canadian Chicken –trusted, -preferred, -sustainable*; shifted from a five-year plan to a three-year plan; keeping chicken the number one protein choice in Canada is important by refining consumer outreach animal care, food safety, and sustainability – “*Raised by a Canadian Farmer*” brand is gaining momentum (5% increase in awareness)
- Five Principles (5 P's) of Sustainability: protecting bird health and welfare, producing safe chicken, preserving the environment, prosperity for the Canadian chicken sector, and promoting social responsibility
- Market Development Program Government Funding: Farmers must register to access funding or run the risk of having the program fail or provide support
- Two Lobby Days were held this past year - those connections are critical
- Dennis was a huge asset at the CFC table taking on Chair of Governance and Audit
- Rob van Diemen's contributions as Alternate served as Production Committee and not afraid to voice his opinions and contributions
- Karen's governance knowledge is outstanding and lead professionally – will be missed at Manager's meetings and greatly respected
- Welcome to Geoff and looking forward to working alongside in the future

Michael Laliberte, CFC Executive Director and 32-year employee:

- Chicken consumption increased by 4.3% this past year
- Setting allocation to match consumer demand continues - chick supply issues continue; Market Information Working Group meets to ensure the effectiveness of setting allocation as set out in the Operating Agreement
- Production under Market Development program is lower
- AMU Strategy: Re-evaluation to eliminate the preventative use of Category III Antibiotics is not a responsible approach currently; will transition from elimination target to a non-regulatory reduction target for Category III Antibiotics
- Working with government on ensuring the availability of access to vaccines, feed additives, and water products at the same label as international markets
- CFC is a proud supporter of the Ottawa Food Banks with ongoing donations and national Food Banks across the country, swim Canada competitions, and young farmers program
- Welcomed Geoff to the chicken family
- Karen brought integrity and professionalism to the sector and will be sadly missed

Dennis Steinwand, Alberta's CFC Director;

- The Canadian chicken sector banned the preventative use of Category I antimicrobials and in 2028 followed with the preventative use of Category II antimicrobials

- CFC's brand label established new partnerships with Bar Burrito, FreshHouse Foods, and Opportunity Traders in the east and Mary Browns and 7-11 in the west
- Thanks expressed to Rob van Diemen as a colleague around the CFC table; privileged to be part of CFC to represent AB.

Brian Douglas, Chair of Farm Products Council of Canada joined the meeting to provide an update on Council's latest activities:

- Celebrated 50th Anniversary
- Launched a history book and video of Council Roles and Responsibilities
- Strategic Plan: Together we Grow with a focus on growing Supply Management together
- Council has three members with possible two new members in March/April
- Welcomes opportunities to strengthen relationships to discuss matters that impact all our collective sectors

12. AVIAN INFLUENZA (AI) RECIPROCAL INSURANCE VOTE:

Chair, David Hyink noted the Board is seeking a vote from producers to provide direction to the Board to continue the development of an Avian Influenza Insurance Program for ACP.

Jason Born/Phil Wurtz

"Support the Board in pursuing Avian Influenza insurance for Alberta Chicken Producers." MC

VOTE DETAILS:

In Favour: 94.7%

Opposed: 5.3%

Abstained: 0%

The next steps are for the Board to continue the process of developing an HPAI Insurance Program for producers. Details of the program, including coverages, capital and premiums, will be presented to producers at the fall Regional meetings and the Board will then seek approval prior to implementing.

13. ELECTIONS:

Serving as Returning Officer, Karen Kirkwood, provided an overview on the election process and how to proceed if someone contests an election; the duties of the Returning officer was noted.

It was noted Reuben Joosse, Marketing Council Staff, is serving as scrutineer for the election process overseeing the electronic ballot count in having visibility of the voting system as votes are cast and tallied.

Data on the Spot Inc. reviewed details on *How to Vote* credentials. A test vote was conducted prior to real time elections.

a. Board Director (2 positions)

Karen Kirkwood stated two positions are available on the Board for election for a three-year term.

(1) Dennis Steinwand completed his final three-year term, serving three consecutive terms and is required to stand down, officially retiring as Board Director.

(2) David Hyink completes first three-year term and is eligible for re-election.

The *Board Director Roles, Responsibilities and Eligibility* were recapped and the process for conducting the election in a hybrid meeting format.

Karen noted that three endorsed nomination forms were received in advance of the meeting. Candidates are producers David Hyink, Tara DeVries, and George Hofer.

The floor was opened for any further nominations for the Board of Director position.

Following three calls for nominations from the floor, no further nominations were received.

Using the 'raised hand' function;

Henk Schuur/Byron Ference

"Cease nominations from the floor." MC

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

David Hyink, Tara DeVries, and George Hofer addressed the producer members and thanked them in advance for their support.

Voting took place. Data on the spot and Scrutineer Reuben Joesse reviewed the process to validate the election.

Congratulations were extended to David Hyink and Tara DeVries as declared elected by acclamation for a three-year term.

b. Producer Representatives

The Chief Electoral Officer (CEO) Karen Kirkwood reviewed the *Producer Representative Roles, Responsibilities* and term(s) for this position.

Current Representatives are:

- Erwin Claassen – CS – Calgary South
- Bruce Baerg – CL – Calgary to Lacombe
- Adrian Tobler – LL – Lacombe to Leduc
- Tara de Vries – LN – Leduc North

The floor was open for nominations for each of the four regions presented for 2022/2023. It was noted if the vacancy is not filled at the election the Board will appoint a representative.

(1) LEDUC NORTH (LN)

A call for nominations from the floor was announced. Following three calls for nominations from the floor, one nomination was received.

Tara deVries/Jason Born

"Nominate Hinke Therrien as Producer Representative for the Leduc North Region." MC

Hinke Therrien accepted the nomination.

Using the 'raised hand' function;

Scott Wiens/Jason Born

"Cease nominations from the floor." MC

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

Congratulations were extended to Hinke Therrien as declared elected by acclamation as Producer Representative for LEDUC NORTH. Hinke Therrien is a first time elected Producer Representative.

(2) LACOMBE TO LEDUC (LL)

A call for nominations from the floor was announced. Following three calls for nominations from the floor, one nomination was received.

Henk Schuur/Steven Friesen

"Nominate Arjan Spelt as Producer Representative for the Lacombe to Leduc Region." MC

Arjan Spelt accepted the nomination.

Using the 'raised hand' function;

Scott Wiens/Henk Schuur

"Cease nominations from the floor." MC

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

Congratulations were extended to Arjan Spelt as declared elected as Producer Representative for LACOMBE to LEDUC.

(3) CALGARY TO LACOMBE (CL)

A call for nominations from the floor was announced. Following three calls for nominations from the floor, no nominations were received.

Using the 'raised hand' function;

Scott Wiens/Erwin Claassen

"Cease nominations from the floor." MC

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

Since a vacancy remains for this region, the ACP Board of Directors may appoint a producer to fulfill that position.

(4) CALGARY SOUTH (CS)

A nomination was received from Erwin Claasson in advance of the Annual General Meeting signed by two licenced producers in the Calgary South Region. A call for nominations from the floor was

announced; following three calls for nominations from the floor, no further nominations were received.

Using the 'raised hand' function;

Scott Wiens/Christian Guenter

"Cease nominations from the floor." MC

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

Congratulations were extended to Erwin Claasson as declared elected by acclamation as Producer Representative for CALGARY SOUTH.

Chief Electoral Officer Karen Kirkwood and Chair David Hyink, extended congratulations to the elected Directors and Producer Representatives for the 2023/2024 year.

Thanks were conveyed to producers who previously served in this capacity.

14. TRIBUTES – Dennis Steinwand – Retires after Nine Years of Service:

Executive Director Karen Kirkwood and Chair David Hyink recognized Dennis by describing his personable attributes, accomplishments, charisma and funny stories during his tenure on the Board and thanked him for his valuable contributions to the industry; a slide presentation continuously rolled in the background during Dennis's tribute. A toast was made to Dennis for his admiration, appreciation, effective, and dedicated service to Alberta Chicken Producers; humble gratitude expressed to his wife Jacquie.

TRIBUTES – Karen Kirkwood – Retires after Thirteen Years of Service:

Dennis Steinwand and David Hyink paid an emotional tribute to Karen for her compassion, consistency and authenticity. List of accomplishments is long and worth celebrating; a toast was made to Karen reflecting and expanding on the letters of her name: Kind, Authentic, Respect, Empowering, Nice; much appreciation and gratitude to husband Dave.

Jeff Notenbomer and Bob Smook presented Karen Kirkwood with a tribute and gift.

15. PRODUCER VOLUNTEER PRIZE DRAWS:

In essence of time constraints, Producer Volunteer Prize draws will occur at the earliest opportunity and lucky winners will be contacted. Many thanks to those who volunteer at the agriculture events throughout the year

16. OTHER BUSINESS:

None

17. ADJOURNMENT

Scott Wiens/Henk Schuur

“The meeting be adjourned at 4:05 pm.” MC

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

David Hyink, Chair

Karen Kirkwood, Executive Director

February 27, 2024

Date Approved

DRAFT