

Meeting of the Board of Directors

250 – 32160 South Fraser Way
Abbotsford, BC V2T 1W5

Strategic: Identify key opportunities and systemic challenges and plan for actions to effectively manage risks and take advantage of future opportunities.

Accountable: Maintain legitimacy and integrity through understanding and discharging responsibilities and reporting performance.

Fair: Ensure procedural fairness in processed and decision-making

Effective: A clearly defined outcome with appropriate processed and measures.

Transparent: Ensure that processes, practices, procedures & reporting on exercise of mandate are open, accessible and fully informed.

Inclusive: Ensure that appropriate interests, including the public interest, are considered.

MINUTES of Board of Directors Meeting

Date: May 23-24, 2018

Location: BCEMB Boardroom

BOARD IN ATTENDANCE:

Gunta Vitins, Chair
Walter Siemens, Board Member
Aryn Alibhai, Board Member
Barry Lockwood, Board Member
Matt Vane, Board Member

STAFF IN ATTENDANCE:

Katie Lowe, Executive Director
Joey Aebig, Manager, Operations & Logistics
Erin Duetta, Manager, Finance
Amanda Brittain, Manager, Communications & Marketing
Nicole Thompson, Executive Assistant

CALL TO ORDER

Chair, Gunta Vitins, called the meeting to order at 12:08pm on May 23rd, 2018

ADOPTION OF AGENDA

The agenda was adopted with the following additions:

7.2c WEMA Agreement

1.0 APPROVAL OF MINUTES

R18-046 1.1 Approval of the Minutes of April 27, 2018
It was MOVED and SECONDED

THAT the Board of Directors approve the Minutes of April 27, 2018 as presented.

CARRIED

R18-047 1.2 Approval of the Minutes of May 17, 2018
It was MOVED and SECONDED

THAT the Board of Directors approve the Minutes of May 17, 2018 as presented.

CARRIED

2.0 BUSINESS ARISING/ACTION LIST

2.1 2018 Board Calendar

The 2018 Board Calendar was presented for information.

Action: Staff was directed to make the Board Member Calendar a live, online document accessible to the Board and Staff.

Action: Staff was directed to register the attending Board members for the IAC Kyoto conference.

2.2 New Business

2.2a Nutriva Letter and Response

Nutriva provided the BCEMB with data regarding their achieved goal of 600 IU Vitamin D/egg. This was presented for informational purposes.

2.2b EFC – Interim Housing Standards

BCEMB's response to EFC regarding their proposed Interim Housing Standards was presented for information.

Action: Staff was directed to provide the Board with EFC's provincial summaries at the June meeting.

3.0 STAKEHOLDER ENGAGEMENT

3.1 BCFIRB Accountability Project

BCFIRB is working to develop and establish improved annual performance measures, data collection, analysis, and reporting for both itself and the commodity boards. This is intended to be an improvement from what has been in place to date with respect to BCFIRB's supervisory mandate of the marketing boards and commissions.

To demonstrate to BCFIRB that the BCEMB has fulfilled our responsibilities as first instance regulators through strategic and accountable governance using a principles-based approach to regulation, the BCEMB representatives have developed the draft performance members for Board review and comment. Staff has spoken with the BCBHEC and BCMMB to ensure that we have a similar understanding of BCFIRB's request. BCEMB's draft was presented for discussion.

The Board discussed the document and provided feedback to Staff with the intention that it be amended and submitted to BCFIRB.

Action: Staff was directed to incorporate the Board's amendments into the performance indicators and to send a response to BCFIRB by May 25.

3.2 Supply Management Story Communication Plan

The Supply Managed commodity boards developed a collective story that articulates the vision, purpose, and benefits of the Supply Management system in BC and Canada. The story is intended to express why BC consumers should not only care about Supply Management, but want to support and preserve it. The document provides an analysis of Supply Management from a macro-economic to micro-economic perspective.

Staff prepared a communications plan that demonstrates how BC Egg, and the other supply managed commodities, can share the same key messages through social media to tell the supply management story from the consumer's perspective. Ideally, the campaign will be multi-commodity; however, it is able to stand alone as a BC Egg campaign.

The Board agreed with the direction of the campaign, discussed the contents and provided feedback to Staff.

Action: Staff was directed to incorporate the Board's feedback into the campaign and approach the other supply managed commodities to ask if they would like to participate.

3.3 Urner Barry Conference Notes

Board and Staff attended the Urner Barry Conference from April 29 to May 1, 2018. Notes taken by Board and Staff members in attendance were presented for information and will be posted to the producer website

The Board further discussed the benefits of attending the conference which includes obtaining up-to-date information on egg/poultry production and marketing issues in the US and abroad. The Board determined that future conference attendance is to be based on the relevance of the conference program and critical issues in US egg production and marketing that may impact Canada.

3.4 EFC COP Notes

Board and Staff attended an EFC Egg Board Workshop on May 7, 2018. Notes taken by the staff in attendance were presented for information.

3.5 Producer Satisfaction Survey Results

BC Egg conducted a Producer Satisfaction Survey on-line in April 2018 to measure how well BC Egg's staff and programs are meeting the needs of producers. The last survey, conducted in 2015, was very large with a response rate of 53.8% and a completion rate of 90.5%. BC Egg opted to reduce the number of questions in the hopes that more producers would be inclined to complete the 2018 survey. The survey results were presented for information.

The Board discussed the results, provided suggestions to improve producer participation, and agreed the survey results should be released to producers.

Action: Staff was directed to include the survey results in the next Scrambler.

Action: It was agreed that the Chair would inquire with the EPA regarding opening meetings to the service industry.

3.6 Fast Fry Categorization

Some producers are not receiving the important information provided by BC Egg. At the February 28 meeting, the EPA Executive expressed concerns about Fast Fry e-newsletters, locating important documents that are sent via electronic means, and seeing links within e-newsletters. Since that meeting, the MarComm team has been brainstorming and testing ideas to improve e-communications. Options for improvement options, already reviewed and endorsed by the EPA, were presented for discussion.

The Board agreed with the revised e-newsletter formatting recommendations and the implementation strategy.

Action: Staff was directed to implement the presented improvements.

3.7 Government Relations

The BCEMB does not currently have a formal government relations program to guide the Board's interactions and communications with government and to benefit from opportunities to tell our story with common messaging. In addition, Board members and staff may be unfamiliar with all of the MPs and MLAs in BC, and do not have a standard set of key messages available. As a first step in developing a GR program, Staff recommended that BC Egg prepare a summary of the MPs and MLAs in BC with a brief description of their ridings and platform. In the future, the Board may wish to contract a public relations firm if a more structured and robust GR program is desired. A PR firm will be able to perform work that staff does not have the resources to undertake.

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The Board discussed and agreed with the Staff recommendation as a first step.

Action: Staff was directed to develop a 'photo book' of the MPs and MLAs in BC that includes a brief description of their ridings and platforms.

3.8 Website Preview

BC Egg's websites are becoming out of date and not always meeting the needs of the users. To ensure that both consumers and producers can find the information they need on the websites quickly and efficiently, Staff is working with a company that specializes in website development to create user-centric websites. We have completed the wire frames, design and mapping stages and have reached the stage of inputting information into the newly designed pages. A mock-up of the new home page and internal page examples were provided for information.

The Board reviewed the mock-up pages, agreed with the direction, and provided feedback to Staff.

3.9 Pest Detective

A former Pest Detective employee posted a negative comment about egg and broiler farms on a BC Egg sponsored article on the Vancouver Sun's Facebook page. BCEMB informed producers of the situation via a Fast Fry on May 14. The Fast Fry provided the commenter's name as well as the name of her new company. BCEMB has also communicated with the president of Pest Detective who informed us that, while Pest Detective does have confidentiality agreements currently in place with its employees, the past employee in question never signed one since her employment started prior to the inclusion of confidentiality agreements in the employment contract. Going forward, Pest Detective will ensure that all employees are bound by a confidentiality agreement that states the results of an inspection can only be used in specific ways.

The Board discussed the next steps for BCEMB's relationship with Pest Detective and requested further information to be obtained by Staff for review.

Action: Staff was directed to confirm Pest Detective's status with BCEMB.

3.10 Market Responsive Round-Table

BCEMB has several programs that allow us to increase or decrease production on both a temporary and permanent basis, however, we are seeking feedback on these programs and procedures to ensure that we are keeping up with sudden shifts in the marketplace. A short-term, temporary program may be used initially with a plan to create longer-term programs that will encourage producers to change and maintain production types according to market needs.

The goals of the roundtable session are to find short and long-term solutions to respond to market shifts, examine existing programs to determine their effectiveness, and encourage generation of new ideas that will allow us to be more responsive to market changes. As per the facilitator's recommendation, we have opted to have a graders only pre-meeting on the afternoon before the main meeting. Board members will be invited to the pre-meeting. The agenda for both days was provided for discussion.

The Board discussed and agreed with the direction proposed for the roundtable meetings. The Board also discussed possible conflicts with the proposed dates and the need to reach out to all invitees to determine when the majority of participants are available.

Action: Staff was directed to send a Doodle Poll to all invitees to determine when the majority of participants are available.

3.11 B.C. Poultry Symposium Notes

Board and Staff attended the B.C. Poultry Symposium on May 16, 2018. Notes taken by the staff in attendance were presented for information.

The Board further discussed their interest in the presentation on Insect Based Diets in Layers and its potential in organic feed, as well as the presentation on 2-phase feeding systems (ÉCOPONTE) which reduces feed costs while maintaining egg production.

Action: Staff was directed to obtain Martine Bourgeois' presentation on ÉCOPONTE feeding systems and distribute to the Board.

4.0 OPERATIONS

4.1 Allocation Acceptance

At the April 27, 2018 Board of Directors meeting it was noted that there was a producer who had not yet accepted their July 15, 2015 allocation and that if the producer does not place the quota prior to July 15, 2018, the quota will be permanently forfeited and assessed by the BCEMB.

On May 4, 2018 staff phoned and emailed the producer to ensure that they were aware of the forfeiture policy. Staff was informed that the producer has a formal agreement with another producer to lease an EPU for a flock placed from June 27, 2018 until June 27, 2019. Staff has received and approved the lease. The communications were presented for information.

The Board discussed the current protocol and agreed that procedures should not be changed as a result of this situation. Staff should instead work with the producer to assist him in creating a plan to put all quota allocations into production. Program use priority should be revisited when the Board reviews the Quota Credit Policy in 2020 (ie should a producer be able to use quota credits equal to their allocation if they have not yet accepted that allocation).

Action: Staff was directed to request the producer's plan for the second allocation and to work with the producer to assist him in creating a plan to put all quota allocations into production.

4.2 Prescription Requirement for most Veterinary Antibiotics

The federal government has made changes to the list of veterinary antibiotics requiring a prescription, effective December 1, 2018. The changes are in response to concerns over the uncontrolled use of antibiotics in agriculture, contributing to antibiotic resistance in human infections. The policy will be updated with these changes so that there are very few antibiotics that will be available without a veterinary prescription. While antimicrobials are rarely used in the layer industry for disease prevention, once this change takes effect producers will no longer be using antimicrobials for prevention since a veterinary prescription will be required for Category I - III microbials. The Board reviewed the data provided for information.

Action: Staff was directed to communicate the upcoming changes to producers at future EPA meetings as well as in monthly Scrambler notifications until the change is in effect on December 1, 2018.

4.3 Retrospective AMR Analysis on FoodNet Canada Isolates

FoodNet Canada and CIPARS are working together to determine links between human illness, such as illnesses caused by the presence of Salmonella, Campylobacter and E-coli that can be traced back to the farm. The research was conducted using the sentinel layer flocks that Foodnet has in BC and Ontario and was presented for information.

In the past, BC Egg has taken part in the research by providing random samples, using our environmental SE swabs. In 2015, CIPARS requested that they obtain fecal samples however their staff was unable to determine if this would increase the frequency of SE in our layer flocks and BC Egg declined due to lack of information on industry risk.

The Board discussed CIPARS' request and agreed with Staff's direction to continue attending meetings and reviewing information as it is important to be aware of the trends for AMR as well as being an active participant in any reduction strategies.

Action: Staff was directed to continue attending meetings held by CIPARS and Foodnet. Information will be provided to the Board as received.

4.4 Service Fee MOU

The current EFC Service Fee MOU expires at the end of 2018. New MOU's need to be in place prior to July 2018 to establish a rate for 2019. EFC is requesting feedback on the draft MOU by May 25, 2018. The service fee is an annual fee used to offset normal incremental EFC IP expenses caused by national quota increases above the 2013 Federal Quota Regulation, reducing the requirement for consumer levy to fund the PIF (Pooled Income Fund).

BC has and will continue to remit the fees to EFC however BC has not yet signed the MOU as not all provinces/territories in Canada have agreed to sign.

The Board discussed and agreed with Staff's proposal to not sign the document until all the provinces have agreed to do so.

R18-048 It was MOVED and SECONDED

THAT the Board of Directors support the revised service fee MOU and state that BCEMB is prepared to sign once all provinces agree to sign.

CARRIED

Action: Staff was directed to send EFC an email indicating that we have reviewed the Service Fee MOU addendum and are prepared to sign once all the provinces agree to sign.

4.5 Data Sharing between EFC and BCEMB

BCEMB's TM1 and EFC's databases are not compatible and information flow is not always as expedient as possible. To determine whether there is an opportunity to improve the flow of communication between our two boards' databases, EFC met with BCEMB to discuss our IT systems and opportunities for collaboration between our computer databases.

Staff provided an update to the Board on EFC's request for full access to BCEMB's database. The Board agreed that a dashboard would be an appropriate form of data sharing, allowing EFC to manipulate the data they require.

Action: Staff was directed to provide the communications between the BCEMB and EFC to the Board for information.

Action: Staff was directed to inform EFC that we are prepared to provide access to a dashboard that would allow them to manipulate the data they require.

4.6 Fowl Removal Contract

The Spent Hens contract between BC Egg and WCR/Superior Poultry has expired. BC's removal contract is renewed on a 3 year period. Currently, the contract does not provide for Specialty Product incentives, using local processors for Vancouver Island and Interior removals, and options for catching crews for producers in remote areas.

BCEMB has had several meetings with WCR and Superior Poultry to discuss amendments to the existing contract as well as premiums for specialty product. At this time, both WCR and Superior Poultry have agreed to keep the current contract bird rates despite their increase in costs, and they indicated they are not in a position to discuss premiums.

The Board discussed the legal advice obtained by staff regarding the contract and that WCR is not prepared to redraft the contract before signing. It was agreed that at this time, WCR is the appropriate company for the service and that the Board is prepared to approve signing the

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contract with the understanding that the contract will be redrafted within the next year and ready to be signed at the next renewal. It was also brought up that Staff should review an option for organic removal.

R18-049 It was MOVED and SECONDED

THAT the Board of Directors approve the amended Spent Hens contract as presented and that Katie Lowe sign with a commencement date of May 25, 2018.

CARRIED

Action: Staff was directed to obtain a redrafted contract within the next 12 months and disseminate to WCR.

Action: Staff was directed to inform WCR that we will be signing the contract with the caveat that the contract be redrafted before the next renewal.

4.7 Laying Hen Size Distribution throughout BC

A census was conducted for 2016 which provided BCEMB with an opportunity to review the laying hen distribution within the province. In 2016, the Strategic Plan was being updated and the BCEMB did not remove the restriction on the number of small lot permit holders until 2017. To assist in completing Strategic Initiative 2.3 – To reduce the number of producers between 100 and 399 hens who are unregistered, statistics were provided as information and discussed by the Board.

Action: Staff was directed to continue to monitor the census data to stay aware of the provincial trends and support the BC Ministry of Agriculture in their small lot producer outreach.

4.8 Producer QC Short Placement Request

The producer is requesting an exception to the 10% limitation on Short Placement QCs. This request is due to 6,500 birds that were lost during a catastrophic power outage at his pullet grower's facility. The producer is asking for an exception to this rule as he is actively resolving the issue by placing a 6,500 bird flock on June 11, 2018 and will be fully operational by October 22, 2018; however Staff want to ensure consistent governance in accordance to the BC FIRB SAFETI principles.

The Board discussed the situation and agreed that the proposed solution is the best process for the producer and the market.

Action: Staff was directed to waive the 10% QC short placement limitation and to treat this QC policy similar to the fowl removal calculation for the following reasons:

1. The producer has a plan in place and is actively working to solve this problem himself.
2. BCEMB is short on conventional production.

Action: Staff was directed to follow up with the producer to determine how the power outage occurred and the corrective actions taken.

The meeting was adjourned at 4:00pm on May 23rd, 2018.

CALL TO ORDER

Chair, Gunta Vitins, called the meeting to order at 9:21am on May 24th, 2018

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4.9 NPP Survey

BCEMB's next consultation with stakeholders will review the effectiveness and process of its New Producer Program. It will help determine whether there is an opportunity for the BCEMB to change and improve the policies regarding incentive quotas issued under the New Producer Program set forth in Part IV of our Consolidated Orders, while maintaining accountability to all stakeholders and adherence to the SAFETI principles. The consultation will seek feedback from all stakeholders. Invitations to complete the survey will be emailed to approximately 400 stakeholders and will also be posted on our website for public comment. Since the last board meeting, the New Producer Program survey has been reviewed by the EPA who supported the survey and did not recommend any changes. The survey details and timeline were presented for discussion.

The Board approved the survey details, provided feedback on who should receive the survey and requested that the survey be completed prior to the Market Responsive Round-Table so results could be discussed with participants.

Action: Staff was directed to send a final draft survey to the Board and EPA, with a deadline of June 1st to provide feedback to Staff.

4.9a Provincial New Entrant Programs

The Board discussed distributing an amended Provincial Program Summary to participants of the Market Responsive Round-Table to provide information on how other provinces are administering their new entrant programs.

Action: Staff was directed to update the Provincial Program Summary with the amendments discussed and to update yearly with any changes.

4.10 Quota Allocation Submission to BC FIRB

In November 2017 Farm Products Council of Canada (FPCC) approved a national increase in egg production that provided the BCEMB with 108,741 additional units of quota. Per Section 37 (c) of the British Columbia Egg Marketing Scheme, BCEMB requires prior approval from BC FIRB to vary quota. BCEMB is requesting approval for the modified pro-rata distribution of this quota. Having engaged all stakeholders, BCEMB's proposal document and submission was presented.

The Board reviewed EIAC's discussion regarding their support of the submission and interest in future conversations regarding market responsive capabilities. The Board also discussed the comparison of growth allocation and production sleeve, how other commodity boards achieve the allocation and how best to illustrate this in the submission.

The Board then reviewed the final submission and provided feedback to Staff with the direction to disseminate the document to producers, graders and FIRB.

R18-050 It was MOVED and SECONDED

THAT the Board of Directors approve the Quota Allocation Submission Request to be sent to BC FIRB on May 25, 2018.

CARRIED

Action: Staff was directed to send submission to BC FIRB on May 25, 2018 and add to the Producer Website.

4.11 BC FIRB Farm Tour

BC FIRB has requested a tour of all production systems with the Board members on the morning of June 14, followed by lunch with the Board in the BCEMB Boardroom. Tours of four farm locations, covering all production systems, have been arranged.

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Staff has provided instructions to BCFIRB regarding the tour. BC Egg staff will be arriving at the farms prior to the arrival of BCFIRB members to set up and provide the appropriate biosecurity items. The instructions and logistical details were presented and discussed by the Board.

Action: Staff was directed to confirm the tour with producers and BC FIRB two weeks prior to the date.

4.11a BC FIRB Questions on Quota Submission

The Board discussed being available to answer all questions during the lunch and address other items that they would like to bring up.

Action: Staff was directed to ask FIRB if an agenda for the tour lunch is required.

4.12 Producer Rebate Follow up

At the November 16, 2017 Board Meeting, the Board of Directors approved a \$0.50 per issued quota rebate for producers that met the criteria and were deemed to be in good standing. The deadline to qualify for the producer rebate was set as March 1, 2018.

In December 2017, staff emailed all 132 BC Egg producers their eligibility status for the rebate which included a detailed explanation of the specific items required from each producer in order to qualify for the rebate. As of the March 1, 2018 deadline there were 12 producers that had not yet qualified for the rebate.

After the AGM a few producers asked for leniency as they had mistakenly thought they had previously qualified. Over half of the producers that did not qualify only needed to submit CPPs. A few of the producers had compelling reasons. Staff determined that if we were going to provide an extension to one producer everyone should be provided an extension. On March 8, 2018 staff emailed a 24 hour extension to all of the producers who hadn't qualified for the rebate. Staff received all the documentation needed from every producer granted the 24 hour extension before noon of the following day. One producer was granted a one month extension for extenuating circumstances. Details were provided for information.

4.13 OFFS Program Elements Clarification

EFC staff have recently been working on a clarification for the Animal Care Program barn environment elements. Additionally, at a recent PMC meeting, clarifications were made in regards to assessing the Visitor Policy and Visitor Log elements in both the Animal Care Program and the Start Clean-Stay Clean Programs. Clarifications from EFC in the assessment of the on-farm program elements were provided for information.

The Board reviewed the information and discussed the current ammonia level testing process, and the Regular Returning Visitor Policy Sign-in Sheet in regards to truck drivers.

4.14 Providing Additional Details on IPV and Declarations

EFC is requesting that additional details be added to the Industrial Products Verification Forms. In BC, the grading stations already provide the product type codes which include egg color and style. The additional information required from our graders would be Age of Flock and any temporary flock quality concerns. Details were provided for information.

The Board discussed how BCEMB should implement the request and that product codes will need to be updated to ensure consistency and clarity.

Action: Staff was tasked to start working with the grading stations to provide the additional information.

4.15 Research Update from EFC

EFC provided a research update to the BCEMB that included recently completed projects and projects recently approved for funding. Details were provided for information.

The Board discussed including the research findings on our website so that producers can access and benefit from the research, and to promote the innovative research of the egg sector.

Action: Staff was directed to forward these updates to the Board as they are received.

Action: Staff was directed to determine where this information is kept electronically and if it is accessible for producers and/or the public with the intent to publish on our website.

4.16 Changes to the Start Clean-Stay Clean Layer Program

EFC has executed an in-depth review of the Start Clean-Stay Clean Layer Program by examining the entire process from administration and delivery, to follow-up and completion. As part of the execution, EFC requested input from the Egg Boards. The BCEMB and PMC reviewed the program and their feedback was provided to the EFC. Changes were made to the SCSC Layer Program as a result of the review and will come into effect on August 15, 2018. The communication from EFC was provided for information.

Action: Staff was tasked with informing producers of the program changes multiple times between now and August 15.

1. PLOs have been informed of the changes
2. An email was sent to all producers in mid-April 2018
3. The information package will be sent in each Scrambler, starting May 1, 2018
4. Staff will speak about the updates at each producer meeting we are invited to between now and August 15, 2018
5. PLOs will be provided with an updated checklist by August 15, 2018

4.17 EFC's Proposed Process to Amend Federal Levies Order

BC Egg does not have a formal policy for the approval of provincial or national levy updates. In order to standardize practices for levy updates, Management has created a draft policy for addition to the BCEMB Policy and Procedures manual based on current BCEMB practices and the EFC's memo to boards outlining the process to be followed when there are provincial levy changes. The draft policy was presented for discussion.

The Board discussed the past procedures and agreed that the presented policy should be used for the next levy update.

Action: Staff was directed to obtain EFC's detailed timeline and policy for yearly levy establishment procedures and update the BCEMB's draft policy and present for final review/approval to the Audit and Finance Committee and Board of Directors.

4.18 Salmonella Braenderup

Salmonella Braenderup has caused 23 human illnesses in the US. Table eggs have been implicated in the outbreak and subsequently recalled from stores. SB is from the Salmonella Serogroup C1/C4 (SE is from D1) and is not known to transfer from hen to egg as SE is. It may however be present on the shell if it is in the environment. It does not normally cause illness in humans. Details of the outbreak were provided for information.

4.19 Creston Update

BCEMB selected two applicants in the Creston New Producer Program that will be entering production over the next year. The two families have since partnered and are building a grading station. Start-up details were provided for review.

The Board discussed the situation and determined that, as this was a FIRB initiative, FIRB should be updated with what has transpired and the Board's concerns. The Board agreed that going forward, additional details and clearer BCEMB contact information should be included in public announcements when declaring draws.

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Action: Staff was directed to draft a letter to FIRB for the Board to review.

Action: Staff was directed to inform the producer that the Board agrees to the name change and to remind them that the quota was obtained as a Producer-Vendor and changes to producer types must be approved by the Board.

4.20 AI Surveillance Committee Update

The AI Surveillance Committee was established in November of 2015 and a proposed pilot program was provided to the Boards in late 2016. Due to significant push-back at the BCPA level, the pilot project did not move forward. In February, the EOC Section Chiefs instructed the surveillance committee to start developing a surveillance program for AI.

The presented proposal was brought forward as a way of utilizing a variety of poultry submissions that already come through the lab for supplemental testing. This is a passive approach that would result in an increased amount of AI testing and provide the lab with more information on the status of low path AI within the province. The proposal was reviewed and passed by the BCPA.

The Board discussed the details of the proposal and how it affects the different commodities.

R18-051 It was MOVED and SECONDED

THAT the Board of Directors support moving the Enhanced AI Surveillance proposal forward as outlined.

CARRIED

Action: Staff was directed to obtain further information regarding standard practices for vaccine titers at the pullet level.

4.21 Se Producer

On May 4, 2018 BCEMB received a positive SE test on a pullet flock. A risk assessment was conducted and the flock has since been removed. Details regarding the test and steps taken were presented as information.

4.22 Lease Request

A grading station is requesting a 7,000 quota lease on a five year term to fulfill their market demand. Pinegrove's lease request was presented to the EIAC for their consideration at the May 17, 2018 meeting and the Committee discussed the request as a policy situation, not as an individual request. Additional options for filling production requirements without relying on lease provisions were discussed as the Committee was concerned about providing a five year guarantee with the constant changes in retail requirements as well as the possibility of it being deemed an inequitable solution for others in the industry. It was agreed by the Committee that this is an important topic for discussion at the Market Responsive Round-Table to find a solution that is best for the industry.

In the meantime, to help fill the current market shortage, the Committee agreed that a notification should be sent to producers to determine if anyone would like to change production type to assist in closing the shortage gap.

The Board agreed with EIAC's recommendation to inform Producers of the request. The Board agreed that BCEMB has the ability to send out these requests without prior approval from the Board.

Action: Staff was directed to notify all producers that a grading station requires an additional 7,000 layers equivalent of Free Range production.

4.23 2019 Forecast Discussion

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BCEMB will be preparing our 2019 forecast for presentation at the September EIAC meeting. To create the 2019 forecast BCEMB will analyse its inventory projection, historical production data, Nielsen statistics, CENSUS data, and other external information. The forecast will estimate our 2019 production and retail direction. Potential additional topics to explore in the 2019 forecast were presented for discussion.

The Board agreed that it is beneficial for Staff to present this information to the EIAC as they have the capability to spot trends, provide unique explanations and can use industry knowledge to validate statistics.

Action: Staff was directed to determine if additional demographic data is available.

4.24 EFC ACP Stage 2- Euthanasia Certificate Requirement

As of February 22, 2019 EFC will require producers to have at least one person on each farm who has been certified to perform euthanasia. Producers will have to have a record of certification that includes training by a certified trainer and demonstration of competency by the person being trained/certified.

Canadian Poultry Consultants (CPC) offers a 2 hour Poultry Euthanasia Technical Training Course at their location on Canary Court in Abbotsford. This course meets the ACP requirements and CPC is on the certified trainer list. BC Egg staff has contacted CPC and confirmed that we are able to do custom dates and times for courses and feel that it would be a benefit to producers for BC Egg to organize 3-6 courses for the fall, over one day in each month of September, October and November. The number of sessions would depend on how many producers were signed up for each day. If required, we could split the day (and the producers) into two sessions.

At the April 27, 2018 board of directors meeting a 50/50 cost sharing was approved for one farm representative per producer number. Staff was directed to organize dates and arrange for courses that could be held in the Interior and Vancouver Island regions. The quote can be found in the attached documents. There are 8 VI producers and 17 interior producers. For those attendees that must travel to the Lower Mainland, Staff recommends that the Board approve the Euthanasia Training Course as eligible for the Producer Travel Subsidy (\$250 for VI and INT producers).

The Board discussed their concern with only hosting sessions in the LM and recommended contacting feed companies in the regions to see if they would be interested in sponsoring the trainings at their facilities around the same time as EPA meetings. The Board also suggested scheduling two meetings in the LM so Producers had a choice of locations and dates.

R18-052 It was MOVED and SECONDED

THAT the Board of Directors approve the Euthanasia Training Course as eligible for the Producer Travel Subsidy (\$250 for VI and INT producers).

CARRIED

Action: Staff was directed to speak with VI and Interior feed companies to determine if they would be willing to volunteer their location for the training.

Action: Once locations have been finalized, staff was directed to communicate the new rule requirement and courses being offered at the next EPA meeting, as well as putting a notice with course dates in the monthly Scrambler.

4.25 FPA Amendment Update

EFC is in the process of updating the FPA and members are in discussions regarding particular wording. The paragraphs in question were presented for discussion.

The Board discussed the amendment and agree to obtain BC FIRB's judgement before a decision could be made.

Action: Staff was directed to inform BC FIRB of the status and determine their stand.

Action: Staff was directed to add this topic to the June meeting to review further.

5.0 GOVERNANCE

5.1 QATR BC FIRB Correspondence Update

BCEMB, BCMMB, BCCMB and BCTMB have requested clarification from BC FIRB on their directives regarding the Quota Assessment Tools Review. Each of the responses were presented for information.

The Board discussed the responses by FIRB and the next steps required to be taken by Staff, including informing Producers and working with the other commodity boards to address responses.

Action: Staff was directed to inform Producers where the review is at present, our current understanding and our next steps. Additional requests will need to be made regarding Sibling transfer exemptions.

Action: Staff was directed to meet with the other boards to determine next steps for review responses.

5.2 Director's Declaration

As part of the BCEMB's updated policy requirements, each board director and committee member is required to complete a declaration regarding possible conflicts of interest and confidentiality. The amended declaration was provided for final approval.

R18-053 It was MOVED and SECONDED

THAT the Board of Directors agrees to use the Director's Declaration as a sole document for all directors and committee members.

CARRIED

Action: Staff was directed to ensure all committee members sign the declaration at their next meeting.

5.3 BC FIRB Expectations on Poultry Catching & Animal Welfare

A gap was identified in the oversight of poultry handling and welfare in response to events from June 2017. To ensure that all persons who are involved in handling hens follow the Codes of Practice for layer hens, BC FIRB sent correspondence to Boards to reiterate our role in ensuring that all welfare requirements are met on farm, including during the catching process.

Over the last year, communication between Board, Staff and the catching crews have increased and we are notified if there are any major issues on a farm. As a result of the events in June 2017, staff has notified producers that they are responsible for the birds while they are on their farm, including during the catching process. However, this policy is not included in any of the audits conducted through EFC or BCEMB at this point.

The Board agreed with the importance of Producers being on site during catching, discussed why issues arose in the past and reviewed the compliancy options provided by Staff. The Board agreed on the importance of having all of the poultry boards aligned with the protocol, having the

same action completed across all boards and clarifying previous areas of confusion with Producers.

Action: Staff was directed to meet with the other poultry boards to discuss the process further.

5.4 AGM Notification Requirements

Board members expressed concern over the timing and content of AGM notification at the February 28, 2018 meeting. Staff was asked to provide some clarification over the legal requirements to ensure that BC Egg is following the appropriate timing and providing appropriate content for the AGM notification process.

After the February 28 board meeting, staff conducted research to confirm that we had not contravened any legal requirements in our AGM notification to producers. We examined the Natural Products Marketing (BC) Act, and the Societies Act (while BC Egg is not a charity or society and is not governed by this Act, we consulted it for reference). Finally, we presented the research to Rob Hrabinsky of Affleck Hrabinsky Burgoyne LLP for a legal opinion.

Mr. Hrabinsky confirmed that we have complied with our legal obligations to inform producers of the time and place of the AGM no less than 21 days before (Section 18.6 of the Scheme). We are under no obligation to provide minutes from previous meetings, a current agenda, or the financial statements prior to the meeting. Mr. Hrabinsky does recommend that a “meaningful” notification would include an agenda in addition to the time and location of the AGM.

We also asked Mr. Hrabinsky’s opinion on the manner of notification (paper, e-mail, and e-newsletter). He stated that there is no specified manner of delivery of the AGM notice in the Scheme. He does recommend a method that allows us to track delivery. He suggested registered mail or e-mail with a read receipt.

The Board agree that MailChimp is an appropriate platform for sending information to the industry while maintaining track ability. The Board asked that all links embedded in the email be clear and easy to understand.

R18-054 It was MOVED and SECONDED

THAT the Board of Directors approve the AGM Notification process as presented.

CARRIED

Action: Staff was directed to provide producers with two notifications of the AGM. The first notification will be in the Scrambler no less than 21 days before the meeting and will consist of the time and location. A second notification will be sent via Fast Fry 12-14 days before the meeting. This notification will include the time and location of the meeting and an agenda. The minutes of the previous year’s AGM and current financial statements will be included as links; however, we will make it clear that producers can request to have the financial statements and minutes e-mailed or mailed to them.

6.0 PERFORMANCE REPORTS

6.1 Dashboard

The Week 18 Industry Dashboard was presented for information. Staff is in the process of updating our Cubes and reporting features with the intent to survey Producers to determine their reporting needs.

The Board discussed the upcoming enhancements to Producer reporting features and provided feedback to Staff.

6.1a Feed Mill Participation Report & AAFC Report

The Board of Directors of BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 23-24, 2018

The May 11 2018 AAFC Report was presented for information. Three Feed Mills are now reflected in the tracking report and are reporting to AAFC. The COP has not yet reflected the incremental increase.

The Board agreed that they would like to be provided with the AAFC weekly report so they can follow up with their feed mills as required.

Action: Staff was directed to send the AAFC report to the Board weekly.

6.2 Quota

6.2a Industry Reserve

The Week 20 Industry Reserve was presented for information.

The Board reviewed the categories with the knowledge that the report will be made clearer in the future.

6.2b IP Report Week

The Week 19 IP Report was presented for information.

6.2c IP Processor Summary Week

The Week 18 IP Processor Summary was presented for information.

6.2d EFP Report Week

The Week 19 EFP Report was presented for information.

6.2e Quota Utilization Update

The Week 18 Quota Utilization Update was presented for information.

6.2f Quota Credit Report

The QC Report was presented for information.

6.2g Inventory Report

The Inventory Report was presented for information. The better BCEMB is able to forecast inventory, the more aggressively we can pursue our 100% utilization goal in 2018.

Action: Staff was directed to continue to monitor, measure, and wherever possible improve the rolling average forecast.

6.3 Financials

6.3a Period 3 Board & Committee Per Diems & Expenses

The Period 3 Board & Committee Per Diems & Expenses was presented for information.

R18-055 It was MOVED and SECONDED

THAT the Board of Directors approve the Period 3 Board & Committee Per Diems & Expenses subject to the adjustment to the EFC AGM as discussed.

CARRIED

R18-056 It was MOVED and SECONDED

THAT the Board of Directors agree that reception events are eligible for per diems for the CPEPC Convention and until the next Board Meeting when the Board will ratify the policy.

CARRIED

The Board of Directors of BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 23-24, 2018

Action: Staff was directed to include the policy in the June board meeting.

6.3b Period 3 Financials

Item was deferred until the June Board Meeting.

6.4 Preliminary COP

6.3a Period 6, 2018 COP

The Period 6 COP Summary, EIAC recommendation and Price Change were presented for information.

7.0 MEETINGS HELD AND UPCOMING

7.1 Meetings Held Appendix A

Meetings attended since the last Board meeting were reviewed.

7.2 Meetings Upcoming Appendix B

Attendance and participation in upcoming meetings was discussed and approved.

7.2a CCFI Summit

Attendance and participation for the CCFI Summit was discussed and approved.

7.2b EFA 50th Anniversary

Attendance and participation for the EFA 50th Anniversary was discussed and approved.

7.2c WEMA Meeting

Board and Staff members will be attending a WEMA meeting on May 28th. The WEMA Agreement and COP price comparisons were presented for information.

The Board discussed the documents and provided speaking points to Board and Staff members attending the upcoming WEMA meeting.

ADJOURNMENT

The meeting was adjourned at 4:36pm



Board Chair



Certified Correct, Secretary