

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 processes and decision-making.

Effective: A clearly defined outcome with appropriate processes 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 14, 2021

Location: Video Conference via Zoom

BOARD IN ATTENDANCE: Gunta Vitins, Chair
Walter Siemens, Vice-Chair
Matt Vane, Board Member
Jon Krahn, Board Member
Jeff Regier, Board Member

STAFF IN ATTENDANCE: Katie Lowe, Executive Director
Joey Aebig, Manager Operations & Logistics
Amanda Brittain, Director of Communications & Marketing
Nicole Thompson, Executive Assistant

CALL TO ORDER

Chair, Gunta Vitins, called the meeting to order at 9:01am.

CONFLICT OF INTEREST

The Board discussed any perceived conflicts of interest with the proposed agenda items.

ADOPTION OF AGENDA

It was MOVED by Jon Krahn and SECONDED that the agenda be adopted as amended

5.3d A&F Committee Membership was added to the agenda.

1.0 APPROVAL OF MINUTES

1.1 Approval of Minutes of April 8, 2021

R21-046 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Minutes of April 8, 2021 as presented.

CARRIED

1.2 Approval of Minutes of April 26, 2021

R21-047 It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Minutes of April 26, 2021 as presented.

CARRIED

2.0 BUSINESS ARISING/ACTION LIST

2.1 2021 Board Calendar & Action Item

The 2021 board calendars and action item list were presented for information.

3.0 STAKEHOLDER ENGAGEMENT

3.1 EFC Update

An update on the matters of EFC was presented, including an update on EFC PMC programs under review, EFC forecasting, imports and supply, the EFC building, and NFPA.

3.2 Marketing Update

An update on marketing initiatives was presented for information, including an update on campaigns, social media statistics, an overview of the new Social Media Tip Sheet for producers, website changes, and summer festivals. BC Egg is also in the process of running a Roadside Sales Market Survey that will provide key information on consumers who purchase eggs from roadside stands.

3.3 Strategic Plan Refresh

The BC Egg Strategic Plan was developed in 2019 and should be updated on a regular basis. Due to the constant changes that are occurring in the egg sector caused by COVID-related issues a strategic plan refresh in 2021 will not provide BC Egg with the desired information for moving forward.

The Board agreed to postpone the strategic plan refresh until 2022.

4.0 OPERATIONS

4.1 Specialty Producer Penalty Update

BC Egg has penalized a specialty producer who was receiving a premium on Free Range eggs when the hens did not have access to a range. An update on the penalty payment was provided for information.

4.2 2021 NPP & Producer-Vendor NPP Consultation

BCEMB is committed to hold a New Producer Program Draw in 2021. On April 15, 2021, BCFIRB provided approval of the proposed amendments to the Consolidated Order and New Producer Program (NPP). Based on feedback from BCFIRB, a revised draft NPP Policy and Amending Order were presented for review.

The Board reviewed the approval letter from BCFIRB and the Amending Order.

R21-048 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the first reading of Amending Order #19 - New Producer Program as presented.

CARRIED

The Board reviewed the NPP Policy and provided additional feedback on the document and timeline. The Board also approved the Manager, Operations & Logistics to be the Program Administrator.

Action: Staff was directed to amend the NPP Policy as discussed.

4.3 EFC Memo: Revised Plan for the Implementation of the Redeveloped ACP

The EFC PMC would like to propose a revised implementation timeline for the redeveloped ACP. The consultation and feedback from the PMC, were presented for discussion.

The Board discussed the PMC's feedback and agreed with their recommended 18-month timeline which would allow producers time to make any additional adjustments.

Action: Staff was directed to provide a response to EFC.

4.4 Barn Fitness Audit Program

4.4a Producer A

The report from the March 15, 2021 audit, as well as the PMC's recommendation, were presented for discussion.

R21-049 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] premise [REDACTED] EPU [REDACTED] with no corrective actions identified:

THAT the Board of Directors request that the next Barn Fitness Review of EPU [REDACTED] at [REDACTED] occurs in three years' time (2024).

CARRIED

The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 14, 2021

R21-050 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] premise [REDACTED] EPU [REDACTED] with one corrective action identified:

THAT the Board of Directors require the cage bottoms of EPU [REDACTED] at [REDACTED] be repaired prior to the next flock placement on September 1, 2021. Once the repair is verified, the timeframe for the next Barn Fitness Audit will be reviewed.

CARRIED

4.4b Producer B

The report from the March 15, 2021 audit, as well as the PMC's recommendation, were presented for discussion.

R21-051 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the EPU lease request for [REDACTED] at EPU [REDACTED] 1 [REDACTED] from [REDACTED] beginning March 2021 for two years. The next Barn Fitness Audit will be required in three years' time (2024).

CARRIED

4.4c Producer C

The report from the March 15, 2021 audit, as well as the PMC's recommendation, were presented for discussion.

R21-052 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] premise [REDACTED] 9 EPU [REDACTED] with no corrective actions identified:

THAT the Board of Directors request that the next Barn Fitness Review of EPU [REDACTED] at [REDACTED] occurs in three years' time (2024).

CARRIED

R21-053 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] premise [REDACTED] EPU [REDACTED] with no corrective actions identified:

THAT the Board of Directors request that the next Barn Fitness Review of EPU [REDACTED] at [REDACTED] occurs in three years' time (2024).

CARRIED

4.4d Producer D

The report from the March 15, 2021 audit, as well as the PMC's recommendation, were presented for discussion.

R21-054 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] [REDACTED] premise [REDACTED] EPU [REDACTED] with two corrective actions identified:

THAT the Board of Directors require the following corrective actions for EPU [REDACTED] at [REDACTED] [REDACTED], prior to June 30, 2021.

- The back door of the barn is sealed
- A locking mechanism is added to the front entrance into the anteroom

Once the corrective actions are verified, the timeframe for the next Barn Fitness Audit will be reviewed.

CARRIED

4.4e Producer E

The report from the March 15, 2021 audit, as well as the PMC's recommendation, were presented for discussion.

R21-055 It was MOVED by Matt Vane and SECONDED

WHEREAS a Barn Fitness Review was conducted on March 12, 2021 at [REDACTED] [REDACTED] premise [REDACTED] EPU [REDACTED] with one corrective action identified:

THAT the Board of Directors require the water sources problem is addressed in EPU [REDACTED] [REDACTED] and corrected prior to the next flock placement on August 31, 2021. As stated in the National Farm Animal Care Council Code of Practice for the Care and Handling of Pullets and Laying Hens all birds must have access to at least 2 water sources. Once the corrective action is verified, the timeframe for the next Barn Fitness Audit will be discussed.

CARRIED

4.5 Producer F

BCFIRB requested the assistance of knowledgeable person(s) to provide an analysis of a farms management practices with regards to their on-farm pest management program. On April 29, 2021, a team conducted a site visit of the farm and the report was presented for discussion.

The Board reviewed and discussed the report.

4.6 Small Lot Permit Program

The Small Lot Permit Program is for unregistered producers/farmers who keep less than 400 but more than 99 laying hens. At this time, there are a large number of Small Lot Permit Holders in the Lower Mainland and they are becoming very concentrated in some areas of Abbotsford, Chilliwack and Agassiz. Staff spoke with BCFIRB and details from the conversation were presented for discussion.

The Board agreed with Staff's recommendation to wait until the 2021 Census and public survey information is obtained to determine the next steps.

Action: Staff was directed to obtain information on diseases by flock size.

4.7 Freight Subsidy Protocol

The BCEMB developed a freight subsidy program for intra-provincial trade amongst graders, however the program is not clearly defined. A draft program was presented for discussion, along with additional analysis requested at the April board meeting.

The Board reviewed the draft policy and provided additional feedback.

Action: Staff was directed to amend the policy and bring it back to the June meeting.

4.8 Fowl Removal Update

There are a number of projects concerning fowl removal in BC. Updates on the Interior and Lower Mainland projects were presented for discussion, including an update on the CO2 machine and Fowl Removal contract.

4.9 SE Testing Process

Upon confirmation of an SE positive environment, CFIA is issuing recalls on all eggs that have been collected from the date of sampling. Since the SE Testing process has been updated, BC has had one new barn test positive for SE. The process ran smoothly and the eggs were held so no recall was required.

4.10 Aviaview Letter

EFC has a potential concern with the Aviaview housing system installed in two BC barns. On November 3, 2020, BC Egg sent a letter to EFC providing rationale on how the system meets the Code. No updates have been received from EFC and the PMC would like to send a second letter. The draft letter was presented for discussion.

The Board reviewed the letter and provided feedback.

Action: Staff was directed to finalize the letter and provide the final version to the Board.

4.11 Free-Run White

Hotels, restaurants and institutions (HRI) are using more free-run eggs and are focused on the cost of the eggs rather than the colour of the shell. At this time, BC Egg is pricing the conventional and enriched categories by egg colour but not the specialty categories, which are all brown eggs. Considerations for an appropriate premium and implementation for a free-run white category were presented for discussion, along with a recommendation from the EIAC.

The Board reviewed the EIAC recommendation and agreed with introducing a pilot category that would be reviewed regularly.

4.12 PFGC Update

The graders have requested an increase in the Post Farm Gate program allowance. BC Egg's program proposal was sent on November 20, 2020 and a meeting with the committee was held on March 31, 2021. Information from the graders was presented for discussion.

The Board reviewed the different provincial programs and discussed options for moving forward.

The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 14, 2021

4.13 EFC MEFR Update

No Early Fowl Removal birds were identified by BC Egg to EFC on the EFR or MEFR applications and an update on the program was provided.

4.14 EFP Report

Due to the COVID-19 Pandemic and the resulting decrease in demand for processed product, the EFP program was reduced from 18,018 to 0 laying hens by Week 8, 2021. An update on the program, including reconciliation charges, was presented for information.

The Board discussed options for the EFP program once the free-run white category is implemented.

5.0 GOVERNANCE

5.1 AGM Policy

There is currently no policy that sets out requirements for BC Egg's AGM. A draft policy, including a definition for quorum, was presented for discussion.

The Board reviewed the AGM Policy and agreed with the recommended Quorum definition.

R21-056 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors define Quorum as 15 voting members for the purposes of the AGM.

CARRIED

5.2 2022 AGM/Egg Conference

The 2022 BC Poultry Conference has been officially postponed to 2023 so BC Egg is considering hosting its own conference and AGM. A proposal for the event was presented for discussion.

The Board agrees with the approach presented by staff.

5.3 Committee Meeting Minutes

5.3a PMC Minutes from January 28, 2021 Meeting

The PMC meeting minutes from January 28, 2021 were presented for information.

5.3b EIAC Minutes from February 4, 2021 Meeting

The EIAC meeting minutes from February 4, 2021 were presented for information.

5.3c EIAC Minutes from February 24, 2021 Meeting

The EIAC meeting minutes from February 24, 2021 were presented for information.

5.3d A&F Committee Meeting Membership

The external member of the A&F committee meeting has passed away. The Terms of Reference state that an external member is required on the committee.

The Board will bring recommendations for the position to the June meeting.

The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 14, 2021

5.4 EIAC Performance Survey

The EIAC Terms of Reference requires that a yearly committee performance and member satisfaction survey be completed. The results from the survey, along with discussions by the EIAC, were presented for information.

5.5 HR Update

An update was presented for information.

5.5a Collective Bargaining Update

BC Egg is currently undergoing collective bargaining and an update on the process was presented for discussion.

The Board supports management's continuation of the deal.

5.6 Director Professional Development and Self Evaluation

Board members attended a Building Boards COGA session on April 29, 2021, and a verbal update from the session was presented.

5.7 BFAC Proposal

A review of the Committee Per Diem Rates for the Barn Fitness Committee has been requested as they are holding whole day meetings in 2021 rather than the traditional half day committee meeting.

R21-057 It was MOVED by Matt Vane and SECONDED

THAT the Board of Directors agree that Section 4 of the Per Diem and Expense policy is amended by adding the following subsection immediately after subsection 4(b) and that the change be retroactive to January 1, 2021:

(c) Barn Fitness Audit Committee Per Diems

Each Barn Fitness Audit Committee member will receive a \$400 per diem when the audit process is longer than 4 hours.

CARRIED

5.8 Going Concern Sale Policy Review

Staff have been receiving a number of inquiries about the Going Concern Sale Policy. Examples of questions were presented for clarification.

The Board agreed with staff's interpretation of the policies.

6.0 PERFORMANCE REPORTS

6.1 Dashboard

Due to time restraints, this item was deferred until the June board meeting.

6.2 Quota

6.2a Industry Reserve

Due to time restraints, this item was deferred until the June board meeting.

6.2b IP Report

Due to time restraints, this item was deferred until the June board meeting.

The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 14, 2021

6.2c IP Processor Summary

Due to time restraints, this item was deferred until the June board meeting.

6.2d Egg Import Information

Due to time restraints, this item was deferred until the June board meeting.

6.2e Quota Utilization Report

Due to time restraints, this item was deferred until the June board meeting.

6.2f Quota Credit Update

Due to time restraints, this item was deferred until the June board meeting.

6.2g Inventory Report

Due to time restraints, this item was deferred until the June board meeting.

6.3 Financials

6.3a Period 4 Board & Committee Per Diems & Expenses

The Period 4 Board & Committee Per Diem & Expenses report was presented for information.

R21-058 It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Period 4 Board & Committee Per Diem & Expenses as presented.

CARRIED

6.3b AR Report

Due to time restraints, this item was deferred until the June board meeting.

6.3c Period 3, 2021 Financials

The Period 3, 2021 Financials were presented for information.

R21-059 It was MOVED by Jeff Regier and SECONDED

THAT the Board of Directors approve the Period 3, 2021 Financials as presented.

CARRIED

6.4 COP

Due to time restraints, this item was deferred until the June board meeting.

6.5 Audit Scores

Due to time restraints, this item was deferred until the June board meeting.

6.6 Feed Mill Participation Report & AAFC Report

Due to time restraints, this item was deferred until the June board meeting.

6.7 Fowl Removal Update

Due to time restraints, this item was deferred until the June board meeting.

The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: May 14, 2021

6.8 CETPP Production Comparison

Due to time restraints, this item was deferred until the June board meeting.

6.9 Producer Utilization Update

Due to time restraints, this item was deferred until the June board meeting.

7.0 MEETINGS HELD & UPCOMING

7.1 2021 Meetings Held

The 2021 held meetings were presented for information.

7.2 2021 Meetings Upcoming

The 2021 upcoming meetings were presented for information.

ADJOURNMENT

It was MOVED by Matt Vane and SECONDED that the meeting be adjourned at 2:54pm.



Board Chair



Certified Correct, Secretary