

## Meeting of the Board of Directors

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

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**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.

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### MINUTES of Board of Directors Meeting

**Date:** September 16, 2021

**Location:** BCEMB Boardroom

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

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#### **CALL TO ORDER**

Chair, Gunta Vitins, called the meeting to order at 9:30am.

The Chair acknowledged Mennonite Heritage Week in recognition of the contributions by the Mennoite community to Canada, especially agriculture in BC.

The Chair acknowledged that the meeting was held on the traditional and unceded territories of the Kwantlen, Sto:lo, and Lummi First Nations.

#### **CONFLICT OF INTEREST**

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

## **ADOPTION OF AGENDA**

It was MOVED by Matt Vane and SECONDED that the agenda be adopted with the following addition:

7.2a COVID Travel Policy

### **1.0 APPROVAL OF MINUTES**

1.1 Approval of Minutes of August 16, 2021

**R21-103** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Minutes of August 16, 2021 as amended.

CARRIED

### **2.0 BUSINESS ARISING/ACTION LIST**

2.1 2021 & 2022 Board Calendar & Action Item

The 2021 and 2022 board calendars and action item list were presented for information.

**Action:** Staff was directed to send a schedule invite for the EFC open board meetings.

2.1a Producer Meeting

Producer meetings are scheduled for September 24 (in-person) and 27 (virtual). An update on the details and draft agenda were presented for information.

2.1b EFC Fall Meeting Request

EFC is asking if provincial boards would like to have an in-person meeting with the Chair and CEO in the fall. The memo was presented for discussion.

The Board suggested EFC attend the November board meeting.

2.2 Response Letters

2.2a Response to OBM Pilot to Assess Feed Space per Bird

The BCEMB Response to OBM Pilot to Assess Feed Space per Bird letter was presented for information.

2.2b Letter to EFC Re Merging of SCSC and BC Auditors

The BCEMB Letter to EFC Re Merging of SCSC and BC Auditors was presented for information.

2.3 Health & Safety Manual

The BCEMB Health & Safety Manual has recently been updated and the revised version was presented for information.

2.4 Communicable Disease Prevention Plan

The BCEMB Communicable Disease Prevention Plan was presented for information.

### **3.0 STAKEHOLDER ENGAGEMENT**

#### **3.1 EFC Update**

An update on the matters of EFC and its committees were presented, including an update on strategic planning, FPA, ULPT and COP study protocol.

#### **3.2 Marketing Update**

An update on marketing initiatives was presented for information, including media campaigns and events.

#### **3.3 BC SPCA Farm Compliance Inspections**

The BCSPCA has announced that they will begin conducting random farm inspections. BC Egg has been working closely with the other commodity boards, BCAC and the Ministry to clarify the SPCA's intent and obtain further details. An update of the meetings and inspections that have taken place were presented for discussion.

### **4.0 OPERATIONS**

#### **4.1 2021 NPP**

The 2021 New Producer Program Draw has been announced. The application deadline has now passed and an update on the applications received was presented.

The Board reviewed the applications and agreed with the letters to applicants as presented.

##### **4.1a NPP Meeting with Splitsin First Nations**

BC Egg held a meeting with members from the Splitsin First Nations community and MAFF representative on September 7, 2021 regarding the NPP. An overview of the meeting was presented for information.

The Board reviewed the details from the meeting and discussed how starting with the Small Lot Permit Program may benefit Indigenous communities.

#### **4.2 Producer BFA Update**

A producer received a Barn Fitness Audit on April 29, 2021. As requested by the Board, the producer has submitted their business plan, which was presented for review.

The Board reviewed the business plan and the producer's grader request. The Board agreed to postpone a decision until the October meeting once additional information has been obtained.

#### **4.3 Intervener Status**

BCFIRB received farm practice complaints against a producer related to flies and noise generated from operations on the farm. The appeal is being conducted from September 14-17, 2021 and an update was presented for information.

The Board discussed the process of the appeal.

4.4 EFP Production Analysis

EFC is re-evaluating its EFP program and BCEMB is considering revitalizing its program to take advantage of market opportunities which are available within the province. A review of the potential program within the current EFC guidelines was presented for discussion.

The Board discussed the program analysis and requested that staff obtain additional information to assist with the next steps.

4.5 Quota Transfer Applications

4.7a Producer A

A producer is looking to sell their farm as a going concern sale. The application was presented for discussion.

**R21-104** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors conditionally approve the Going Concern Sale of 27,504 quota units along with the Independent Production Unit at [REDACTED] from [REDACTED] to [REDACTED] provided that the following conditions are met:

- The transfer application document is completed and amended as necessary;
- Evidence is provided by the transferee that a registered Form A transfer for the property at [REDACTED] has been filed by April 5, 2022; and
- An updated State of Title Certificate for the IPU is provided when available and no later than June 10, 2022.

As the transfer does not meet any of the exemptions detailed in Part V 3. (5) of the Consolidated Order, a surrender of 3,703 quota units is required.

CARRIED

4.6 EFC Memo Consultations

4.6a ACP Pullets Measuring Proposal

EFC is looking to advance the ACP- Pullets program content and audit, starting with measuring pullet facilities. The memo was presented for discussion along with feedback from the PMC.

The Board reviewed the memo and discussed amendments to the draft response.

4.6b Phase in Implementation Plan for Redeveloped ACP.

EFC is recommending an optional and mandatory redeveloped ACP implementation plan. The memo was presented for discussion along with feedback from the PMC.

The Board reviewed the memo and agreed with the draft letter.

4.7 Barn Fitness Audit Review

A 2021 objective of the Board is to conduct a Barn Fitness review on layer facilities which have equipment that is 20 years or older. An update on the project was presented along with feedback from EFC.

## The Board of Directors of the BC Egg Marketing Board

Minutes: Board of Directors Meeting

Date: September 16, 2021

---

### 4.8 Freight Subsidy

BC Egg has a freight subsidy program for intra-provincial trade between the grading stations. The costs for this program is budgeted yearly however, there was not a written policy for the 2021 program. An update on the freight subsidy 2021 usage and budget was presented.

The Board discussed the new program that will take affect in week 1, 2022 and provided direction to staff regarding the current usage.

**Action:** Staff was directed to update the Freight Subsidy program to be reviewed at the October meeting.

### 4.9 CETPP Budget

EFC has sent the final CETPP blend reports to the egg boards and an update on the program in BC was presented for discussion.

The Board agreed to remain at the current transfer values by rounding down.

### 4.10 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 the committee has been meeting regularly since. The next meeting is being rescheduled for the beginning of October once the graders have had a chance to discuss and propose further program options.

### 4.11 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 options for a covered loading area.

The Board reviewed the updates and agreed that at this time, BC Egg will not provide funding for the Loading Apparatus; however, staff will research whether government funding is available.

### 4.12 2021 Quota Allocation

The EFC Board of Directors approved a quota increase request to FPCC of 409,092 layers for Canada effective October 3, 2020. A draft allocation approval request to BCFIRB was presented for review.

The Board agreed to provide the letter to BCFIRB for their October meeting.

## **5.0 GOVERNANCE**

### 5.1 Auction Item Policy

BC Egg has drafted an Auction Item Policy to assist staff in determining what items can be accepted in silent and live charity auctions for BC Egg events. The policy was presented for discussion.

The Board agreed with the policy presented by staff.

### 5.2 AMP

BC Egg is required to draft an Administrative Monetary Penalties (AMP) Policy and Procedures document outlining our intentions for the program. The draft was presented for discussion.

**The Board of Directors of the BC Egg Marketing Board**

Minutes: Board of Directors Meeting

Date: September 16, 2021

---

The Board reviewed the draft program and agreed with the direction.

**Action:** Staff was directed to bring the SAFETI analysis and consultation letters to the next board meeting.

5.3 Committee Minutes

5.3a February 2, 2021 – Audit & Finance Committee Minutes

The February 2, 2021 – Audit & Finance Committee Minutes were presented for information.

5.3b May 6, 2021 – EIAC Minutes

The May 6, 2021 – EIAC Minutes were presented for information.

5.3c June 21, 2021 – EIAC Minutes

The June 21, 2021 – EIAC Minutes were presented for information.

5.3d June 29, 2021 – EIAC Minutes

The June 29, 2021 – EIAC Minutes were presented for information.

**6.0 PERFORMANCE REPORTS**

6.1 Dashboard

The Dashboard was presented for information.

6.2 Quota

6.2a Industry Reserve

The Industry Reserve report was presented for information.

6.2b IP Report

The IP Report was presented for information.

6.2c IP Processor Summary

The IP Processor Summary was presented for information.

**Action:** Staff was directed to determine the approximate size of a hatching layer egg.

6.2d Egg Import Information

The Egg Import reports was presented for information.

6.2e Quota Utilization Report

The Quota Utilization Report was presented for information.

6.2f Quota Credit Update

The Quota Credit update was presented for information.

**Action:** Staff was requested to provide the Board with the amount of Specialty & Enriched Allotment that will not be issued due to ineligibility of producers as of Week 23 2022.

6.2g Inventory Report

The Inventory Report was presented for information.

**The Board of Directors of the BC Egg Marketing Board**

Minutes: Board of Directors Meeting

Date: September 16, 2021

---

6.3 Financials

6.3a Period 8 Board & Committee Per Diems & Expenses

The Period 8 Board & Committee Per Diem & Expenses report was presented for information.

**R21-105** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Period 8 Board & Committee Per Diem & Expenses as presented.

CARRIED

6.3b AR Report

The AR Report was presented for information.

6.3c Period 8, 2021 Financials

The Period 8, 2021 Financials were presented for information.

6.4 COP

The COP report was presented for information.

6.5 Audit Scores

The Audit Scores report was presented for information.

6.6 Feed Mill Participation Report & AAFC Report

The Feed Mill Participation Report & AAFC Report was presented for information.

6.7 Fowl Removal Update

A brief Fowl Removal update was provided.

6.8 CETPP Production Comparison

A CETPP Production Comparison report was presented for information.

6.9 Producer Utilization Update

The Producer Utilization update was presented for information.

6.10 Active Leases

The Active Leases report was presented for information.

**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.

7.2a COVID Travel Policy

An update on the current COVID travel policy was discussed.

**Action:** Staff was directed to include the topic at the October meeting.

**The Board of Directors of the BC Egg Marketing Board**

Minutes: Board of Directors Meeting

Date: September 16, 2021

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**ADJOURNMENT**

It was MOVED by Jon Krahn and SECONDED that the meeting be adjourned at 4:27pm.



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Board Chair



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Certified Correct, Secretary