

## 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:** February 17, 2022

**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**

The Chair, Gunta Vitins, called the meeting to order at 9:32am.

The Chair acknowledged that the meeting was held on the traditional and unceded territory of the Semá:th First Nation and Mathxwí First Nation of the Stó:lō people.

#### **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 as presented.

**1. APPROVAL OF MINUTES**

**1.1. Approval of Minutes of January 11, 2022**

**R22-008** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Minutes of January 11, 2022 as presented.

CARRIED

**1.2. Approval of Minutes of January 13-14, 2022**

**R22-009** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Minutes of January 13-14, 2022 as presented.

CARRIED

**1.3. Approval of Minutes of January 25, 2022**

**R22-010** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Minutes of January 25, 2022 as presented.

CARRIED

**1.4. Approval of Minutes of January 28, 2022**

**R22-011** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Minutes of January 28, 2022 as presented.

CARRIED

**1.5. Approval of Minutes of February 3, 2022**

**R22-012** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors approve the Minutes of February 3, 2022 as presented.

CARRIED

**2. BUSINESS ARISING/ACTION LIST**

**2.1. 2022 Board Calendar & Action Item**

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

**2.2. Operations Plan Update**

The Operations Plan was presented for information.

### 3. STAKEHOLDER ENGAGEMENT

#### 3.1. EFC Update

An update on the matters of EFC and its committees was presented, including an update on egg storage, a newly organized national buyback review team and the free range ACP audit review.

#### 3.2. Marketing Update

A marketing update was presented for information, including the launch of traditional media advertising and social media analysis.

#### 3.3. 2022 AGM Update

A planning update for the 2022 AGM was presented for information.

##### 3.3a 2022 AGM Meeting Schedule

The draft meeting schedule for the AGM was presented for discussion.

The Board agreed with the schedule presented.

#### 3.4. Thank You Event

BC Egg has proposed a community Thank You Event to thank all those who helped during the flooding. The SM5 have all expressed their willingness to partner in the event and an update on the planning was presented for discussion.

The Board discussed the event including sponsorship opportunities.

#### 3.5. Membership to Pullet Growers of Canada for 2022

On January 31, 2022, the Pullet Growers of Canada sent a letter to BC Egg regarding membership.

The Board reviewed the membership request.

#### 3.6. Annual Liquidated Damages Assessment Rate

For the upcoming LDA cycle, which begins Week 9 of 2022 (February 20, 2022) and ends Week 8 of 2023, the annual LDA Rate is \$58 per layer. The memo from EFC was presented for information.

### 4. OPERATIONS

#### 4.1. Quota Transfers

##### 4.1a Producer A

BCEMB has received a quota transfer request from a registered producer. The details were presented for discussion.

**R22-013** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors grant conditional approval for the April 3, 2022 shareholder changes at [REDACTED]. The transfer proposed are deemed transfers from parent to children, therefore, in accordance with the Consolidated Order Part V 3(5)(a), a surrender of layer quota is not required. This transfer will not be affected by the twelve-

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month moratorium and [REDACTED] will be eligible to participate in future growth allocations.

CARRIED

W. Siemens abstained.

**4.1b Producer B**

BCEMB has received a quota transfer request from a registered producer. The details were presented for discussion.

**R22-018** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors grant conditional approval for the transfer of [REDACTED] layer quota units from the partnership of [REDACTED] to [REDACTED] provided that the following conditions are met:

- The transfer application is completed where necessary.
- Evidence is provided which demonstrates that [REDACTED] is the sole owner of the land where the Independent Production Unit at [REDACTED] resides by August 30, 2022. Per the Consolidated Order Part IV 5.(1)(b) land ownership is a requirement for quota allotted under the New Producer Program. Land ownership will need to be maintained until the quota has been held for a full 10 years. At that point, the Registered Producer will be subject to land ownership requirements detailed in Part IX 1. (1)(a)(ii) of the Consolidated Order.
- An updated State of Title Certificate for the Independent Production Unit is provided when available; no later than August 30, 2022.

Provided the transfer occurred prior to the separation date, this is a transfer between spouses. Therefore, in accordance with the Consolidated Order Part V 3(5)(a), a surrender of layer quota is not required. Furthermore, [REDACTED] will not be impacted by the twelve-month moratorium as the moratorium is only applicable to the transferor.

CARRIED

**4.1c Producer C**

BCEMB has received the final going concern sale documents from a registered producer. The details were presented for discussion.

**R22-014** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors grant final approval for the Going Concern Sale for [REDACTED].

CARRIED

**4.1d Producer D**

BCEMB has received a quota transfer request from a registered producer. The details were presented for discussion.

**R22-015** It was MOVED by Jeff Regier and SECONDED

WHERE AS the details of the transfer conditionally approved by the Board on January 14, 2021 have changed:

THAT the Board of Directors rescind Motion #R21-006 that granted conditional approval for the transfer of [REDACTED] units of layer quota from [REDACTED] (owned by [REDACTED] and [REDACTED]) to [REDACTED] (owned by [REDACTED]).

CARRIED

**R22-016** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors conditionally approve the proposed share structure change at [REDACTED] through the transfer of [REDACTED] existing Common Shares to her son and daughter-in-law [REDACTED]. Following the transfer [REDACTED] will have a joint 50/50 ownership in [REDACTED]. This proposal represents a deemed transfer from parent to child, therefore in accordance with the Consolidated Orders Part V 3. (5) (e) a surrender of layer quota is not required. This transfer will not be affected by the twelve-month moratorium and [REDACTED] will be eligible to participate in future growth allocations.

WHEREAS [REDACTED] completes the conditionally approved transfer whereby their common, participating, shares in the aforementioned farms is 50/50 held by [REDACTED], [REDACTED], [REDACTED] and [REDACTED] will be considered a Business Unit.

CARRIED

#### 4.2. Tap Overview

A TAP overview document has been drafted to provide clarity on the different programs. The draft document was presented for discussion.

The Board reviewed the amended document and agreed to send the summary in the next Scrambler.

#### 4.3. Modernized FPTA & Consultation Process

The FPA Committee has recommended a draft principles-based Federal-Provincial-Territorial Agreement (FPTA). In addition, EFC has provided the egg boards with documents for the Boards to use when speaking with their supervisory agencies. EFC is requesting that the Boards provide them with an indication of their support for the modernized FPTA no later than Wednesday, May 4, 2022. The next steps were presented for information.

The Board agreed with the next steps presented.

#### 4.4. Barn Fitness Report

On January 28, 2022, a follow up Barn Fitness Audit was conducted. The report from the audit along with a recommendation from the PMC was presented for discussion.

The Board reviewed the report and the recommendation from the PMC.

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**R22-017** It was MOVED by Matt Vane and SECONDED

WHEREAS a re-inspection for the Barn Fitness Audit was conducted on January 28, 2022 at [REDACTED] premise [REDACTED] [REDACTED] and one of the required corrective actions had not been remedied:

THAT the Board requires that the following items be completed at [REDACTED] at [REDACTED] [REDACTED] prior to February 28, 2022:

- All gaps in inside and outside walls of barn are to be fixed so no daylight can be seen.
- That additional security is added to the primary access into the barn so that the installed deadbolt is lockable.

Failure to complete the required repairs by February 28, 2022 will result in [REDACTED] [REDACTED] being deemed Not in Good Standing effective March 1, 2022.

CARRIED  
2 opposed.

**4.5. Auditing Update**

Effective this year, the SCSC program audits have been combined into a single audit. This program change opened the door to a simplified audit process that BC Egg and EFC have been working on. An update on the progress was presented for information.

**4.6. Producer Request**

A producer that was impacted by the flood is going to be out of production for an extended period of time and are requesting QCs for their downtime. Their request was presented for discussion.

The Board received a letter from the producer at the meeting detailing the request. As the Board did not have sufficient time to review the letter, a decision was deferred until the March board meeting.

**4.7. EFP Audit Report**

EFC has provided BC Egg with the Eggs for Processing Program Audit Report for Week 1, 2019 to Week 52, 2020. The report was presented for information.

The Board reviewed the report and discussed the importance of the program review.

**4.8. 2022 EFC Allocation**

On December 17, 2021, Egg Farmers of Canada ratified a National Quota Allocation of 27,998,638 layers, which represents an additional 50,724 layers for the country and 7,490 additional layers for BC, representing a 0.22% increase in quota for the province. Since the allocation does not meet the requirement for the 200 units for equal distribution, staff proposed to place the 7,490 quota units in the Reserve to be made available for use by all producers through Temporary Allotment Pool B (TAP B) in July 2022. The EPA and EIAC have provided their support of the plan.

The Board agreed with the approach presented.

**4.9. PFGC Discussions**

An update on the PFGC discussions were presented for discussion, including the notes from the February 7, 2022 meeting.

The Board discussed the proposed programs conceptually agreed to at the February 7, 2022 meeting.

**Action:** Staff was directed to provide an updated 2021 analysis.

#### 4.10. 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. Staff have also been asked to review options to ensure restroom facilities are available to drivers and catchers. The subject was brought to the January 21, 2022 PMC meeting and their feedback was presented for discussion.

The Board agreed to also include restroom requirements in the Consolidated Order review.

### 5. **GOVERNANCE**

#### 5.1. AMP

BC Egg is required to draft an Administrative Monetary Penalties (AMP) Policy and Procedures document outlining our intentions for the program. The producer survey closed on February 3, 2022 with 55 responses, which represents a 37% response rate. The survey results were presented for discussion.

The Board reviewed the analysis and additional feedback received. It was agreed that the current tools to obtain compliance should be reviewed further.

#### 5.2. 2022 Election Update

Two board positions are up for election this year. An update on the process was presented for discussion.

##### 5.2a 2022 Committee Elections

There are multiple committee positions up for election. Potential candidates were presented for each committee along with the election process.

The Board provided feedback on the election process.

##### 5.2b EFC Call for Nominations

The EFC Call for Nominations for the upcoming elections of officers and standing committee members for 2022-2023, to be held on Wednesday, March 23, 2022, was presented for discussion.

#### 5.3. Consolidated Order Review

The Consolidated Order is required to be reviewed every five years. The current document was last reviewed in 2017. A draft timeline was presented for information.

##### 5.3a Quota Exchange

Following the implementation of the QATR assessment changes that were implemented on January 1, 2022, BCEMB committed to FIRB that it would conduct a review of its Provincial Quota Exchange detailed in Part VI of our Consolidated Orders. The draft consultation details were presented for discussion.

The Board reviewed the draft consultation and provided feedback.

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5.3b IPU Definition

The Independent Production Unit definition has been a source of interest and discussion with producers over the last number of years. As part of the Consolidated Order review, BC Egg would like to provide clarity through a review of the definitions.

The Board reviewed the concepts presented and discussed options.

5.4. EIAC Performance Survey

The EIAC Performance Survey was conducted in January 2022 and presented at their February 4 meeting. The survey results were presented for information.

5.5. Committee Meeting Minutes

5.5a October 14, 2021 PMC Meeting Minutes

The October 14, 2021 PMC Meeting Minutes were presented for information.

5.7b November 12, 2021 PMC Meeting Minutes

The November 12, 2021 PMC Meeting Minutes were presented for information.

5.7c December 10, 2021 EIAC Meeting Minutes

The December 10, 2021 EIAC Meeting Minutes were presented for information.

5.7d December 6, 2021 A&F Meeting Minutes

The December 6, 2021 A&F Meeting Minutes were presented for information.

5.6. Legacy Award

The Legacy Award was added to the POY program in 2019 and is meant to be presented during the BC Egg AGM Banquet Dinner. The PMC reviewed candidates at their February 7 meeting and made a nomination.

**R22-019** It was MOVED by Walter Siemens and SECONDED

THAT the Board of Directors elect ██████████ for recipient of the 2021 Legacy Award.

CARRIED

J. Krahn abstained.

5.7. CAF Financials

The CAFL Draft Financial Statements for 2021 were presented for information.

**6. PERFORMANCE REPORTS**

6.1. Dashboard

The Dashboard was presented for information.

6.2. Financials

6.2a Period 1 Board & Committee Per Diems & Expenses

The Period 1 Board & Committee Per Diem & Expenses report was presented for information.



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**R22-020** It was MOVED by Jon Krahn and SECONDED

THAT the Board of Directors approve the Period 1 Board & Committee Per Diem & Expenses as presented.

CARRIED

6.3b AR Report

The AR Report was presented for information.

The Board discussed penalties for producers with outstanding amounts.

6.3c 2021 Financial Statements

The Period 13, 2021 Draft Financials was presented for information.

**R22-021** It was MOVED by Jeff Regier and SECONDED

THAT the Board of Directors approve the 2021 Financial Statements as presented.

CARRIED

6.3. PWC Findings and Audit Response

The PWC findings and Audit Response were presented for information.

6.4. IP Report

The IP Report was presented for information.

7. **MEETINGS HELD & UPCOMING**

7.1. 2022 Meetings Held

The 2022 meetings held were presented for information.

7.2. 2022 Meetings Upcoming

The 2022 upcoming meetings were presented for information.

7.2a EFNL AGM

The EFNL AGM details were presented for information.

7.2b EFNS AGM

The EFNS AGM details were presented for information.

7.2a EFO AGM

The EFO AGM details were presented for information.

**ADJOURNMENT**

It was MOVED by Walter Siemens and SECONDED that the meeting be adjourned at 4:56pm.



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Board Chair

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Certified Correct, Secretary