

AIA Council Meeting Minutes

Type of meeting Quarterly
Date March 5, 2021
Time **Day 1:** 8:30 a.m. – 4:30 p.m.
Location Video Conference Call with Zoom
In attendance **Elected Members**
Bob Burden
Adrian Kerry
Georgina Knitel
Boyd Laing
Jessi Roselle
Meghan Soehn
Drew Lockwood

Absent
Sonja Raven

Public Members
Cassandra Haraba
Al Schuld
Larry Staples
CEO David Lloyd
Secretary Ty Faechner

Item 1 Call to Order; Introductions – Day 1

Item type: Administrative
Result: Meeting called to order at 8:35 a.m.

Welcome New Member

Item type: Administrative
Result: Welcome new member Drew Lockwood.

Establish Quorum

Item type: Administrative
Result: Quorum established.

Conflict of Interest Declarations

Item type: Administrative

Result: Conflicts of interest declared for Item 13 by AK and DL.

Agenda Adoption

Item type: Administrative

Main Motion: BB moves that the council adopt the March 5 agenda as amended.

Result: Carried as amended.

Approve Previous Minutes

Item type: Administrative

Attachments: December 7-8, 2020 Minutes

Main Motion: LS moves that council accept the December 7-8, 2020 minutes as edited.

Result: Carried as amended.

Item 2 Council Election Information

Item type: Administrative

Attachments: David Lloyd presented the Council election results for information

Item 3 Council Education (Bylaw 2.5)

Item type: Administrative

Attachments: Strategic Planning with Richard Dixon

Item 5 Decision about Two new Practice Standards

Item type: Action

Attachments: No Council briefing note was available as the Alberta Government has not responded to the two new practice standards.

Item 5 Proposed Changes to CCP

Item type: Action

Attachments: CCP Rule Corrections – Briefing Note for Council

Main Motion: BB moves that council approve the Continuing Competence Program updates in Appendix A as information for regulated members, to be posted on the AIA website.

Result: Carried

Item 7 Decision about Statutory Committees: Competence and Registration Nominations

Item type: Action

Attachments: 2021 Briefing Note – Registration-Competence Committees – Proposed Appointments

Main Motion: MS moves that council appoint the persons on the CEO-Registrar's list of recommended members of the Registration Committee and Competence Committee because they meet the requirements of the Act and Bylaws.

Result: Carried.

Item 8 Decision about Institute Year End Report

Item type: Action

Attachments: Alberta Institute of Agrologists Annual Report 2020

Main Motion: LS moves to accept the Alberta Institute of Agrologists annual report for 2020 as a Sec 4 Ministerial report for information.

Result: Carried.

Item 9 Decision about Institute Operations Plan 2021-2022

Item type: Action

Attachments: CEO Two Year Work Plan – 2021-2022

Main Motion: JR moves to accept the CEO 2021/2022 operations plan as information.

Result: Carried.

Item 11 Decision about 2020 Financial Review and Auditor's Report

Item type: Action

Attachments: 20210301 AIA Final FS Signed; AIA letter 2020.1; Notes 2020.1

Main Motion: CH moves to accept the year end accountant financial review and supporting letter and documentation and auditor's report ending December 31, 2020 as information.

Result: **Carried.**

Item 12 Decision about 2021 Budget

Item type: Action

Attachments: February 26, 2021 Operations Budget

Main Motion: AK moves to accept the 2021 budget estimate as information.

Result: **Carried.**

Item 13 Decision about CEO Updates

Item type: Action

Attachments: CEO Updates – verbal update on:

- Web Development
- Office and staffing
- Practice standards work for 2021
- AU program – activity and uptake
- Work with other professions and institutes
- Meeting Outcome with Rec Cert professions and CEO AER

Main Motion: GK moves to accept CEO verbal updates as information.

Result: **Carried.**

Item 13 Decision about Strategic Planning Timelines

Item type: Action

Main Motion: CH moves to ask the CEO to approach Richard Dixon to provide an overview of the strategic planning process and a time estimate for each step of the process and for the CEO to forward the results to the council by email when complete.

Result: Carried.

Item 14 **Adjournment**

Item type: Administrative

Result: Meeting adjourned at 2:37 pm