

Council Meeting Agenda

Meeting Number Meeting 1

Meeting Type Quarterly

Date March 5, 2021

Time 8:30 a.m. – 4:30 p.m.

Location of Meeting Video Conference Call with Zoom

Supporting Documents on Sharepoint

NOTE: AIA Council Bylaws establish that council meeting Agendas are prepared by the Council Chair and the CEO and provided to the council at least 7 clear days before the meeting, with information supporting each item to inform deliberations and decisions. Only matters of genuine emergency should be added to an agenda after this period, to be consistent with regulatory best practices.

<p>Council Election Cycle:</p> <p>Meeting 1</p> <p>March 5, 2021 Feb 22, 2022 Feb 21, 2023</p>	<p>Institute Business</p> <ul style="list-style-type: none">• Quarterly Reports • Fiscal Year Planning<ul style="list-style-type: none">• Financial Plan• Council Budgets• Audit review for previous year• Selection: Auditor • Regulatory Planning<ul style="list-style-type: none">• Review of Annual Institute Report (<i>Agrology Profession Act</i>, s.4)• Strategic Plan• Appointments: Registration Committee, Competence Committee <p>Council Business</p> <ul style="list-style-type: none">• Elections
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Item	Time	Description	Presenter, Category	Supporting Documents in Sharepoint
Call to Order				
1	8:30 a.m. 10 minutes	Call to Order; Welcome New Member: Quorum; Conflicts of Interest; Adopt Agenda; Adopt Previous Minutes	<i>Chair</i> Administrative	December 2020 Minutes
Council Election Information				
2	8:40 a.m. 5 minutes	Council Election Results	<i>David Lloyd</i> Information	
Council Education (Bylaw 2.5)				
3	8:45 a.m. 90 minutes	Strategic Planning	<i>Richard Dixon</i>	
4	10:15 a.m. 15 minutes	Break	<i>Chair</i>	
Council Decisions				
5	10:30 a.m. 30 minutes	Two new Practice Standards	<i>David Lloyd</i> Decision	Briefing Notes with Motions
6	11:00 a.m. 15 minutes	Break	<i>Chair</i>	

7	11:15 p.m. 15 minutes	Statutory Committees: Competence and Registration Nominations	<i>David Lloyd</i> Decision	Briefing Note with Motions
8	11:30 a.m. 15 minutes	Institute Year End Report	<i>David Lloyd</i> Decision to accept for Information	Section 4 Ministerial Report
9	11:45 a.m. 15 minutes	Institute Operations Plan 2021-2022	<i>David Lloyd</i> Decision to accept for Information	CEO 2021/2022 Operations Plan
10	Noon 60 minutes	Lunch	<i>Chair</i>	
11	1:00 p.m. 30 minutes	2020 Financial Review Auditor's Report	<i>David Lloyd</i> Decision to accept for Information	Accountant Financial Review and Supporting Letter/Documentation
12	1:30 p.m. 15 minutes	2021 Budget	<i>David Lloyd</i> Decision to accept for Information	2021 Budget Estimate
13	1:45 p.m. 60 minutes	CEO Updates <ul style="list-style-type: none"> • 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 	<i>David Lloyd</i> Decision to accept for Information	Verbal updates
14	2:45 p.m.	Adjournment	<i>Chair</i>	