

**Canadian Sheep Federation
Annual General Meeting
Monday November 12, 2007
Victoria Harbourside Hotel and Marina
Victoria, British Columbia**

Present: Graham Reid (Nova Scotia), Rod Hennecker (British Columbia), Jennifer Cunningham (British Columbia), Andre Trepanier (Quebec), Daniel Dion (CSBA), Beth Barczyk (New Brunswick), Dwane Morvik (Saskatchewan), Lucien Lesage (Manitoba), Brian Greaves (CCWG), Markus Wand (Ontario), Jamie Heffer (Ontario), Norma Collet (OSMA), Vince Stutzki (Ontario), Florence Henning (Alberta), John Haarman (Alberta), Courtney Denard (CSF), Paul Cormier (Rana International), Tracy Lamb (Mopani Communications), Jennifer Fleming (CSF)

With regrets Mundon Reid (Newfoundland)

The meeting was called to order at 9 a.m. with Florence welcoming everyone to Victoria.

Motion To approve the agenda as circulated. Moved by Lucien Lesage. Seconded by Beth Barczyk. Carried (unanimous).

Motion To approve the minutes from 2006 AGM in Montreal. Moved by Brian Greaves. Seconded by Rod Hennecker. Carried (unanimous).

The voting delegates were declared with B.C. having 1 vote (Rod Hennecker), Alberta having two (Florence and John), Saskatchewan having 1 (Dwane), Manitoba having 1 (Lucien), Ontario having 3 (Markus, Vince and Jamie), Quebec having 3 (represented by Andre), New Brunswick having 1 (Beth), Nova Scotia having 1 (Graham) and the CSBA and CCWG having 1 vote each (Daniel and Brian respectively).

Paul Cormier of Rana International then provided the Board with a half day of governance training.

During this training session it was established that the CSF should:

- 1 Provide strategic and policy direction to staff
- 2 Deal with constraints and issues at political level
- 3 Monitor performance of both the Board and Staff

With CSF staff members:

1. Executing the Board's Strategic and Policy Direction
2. Recommending operational responses to the Board
3. Providing support to the Board for dealing with issues and for assessing organizational performance

Additionally, it was established that the staff needs to:

- ⇒ Provide speaking notes to directors regarding decisions made by the CSF Board in order to provide same message to stakeholders

- ⇒ Highlight key messages in documents circulated – for focused reading
- ⇒ Tell Board if its experiencing problems
- ⇒ Drive standard governance process on behalf of the Board
 - By-law changes
 - Annual business plan with operations plan attached
 - Organizational performance
- ⇒ Recommend possible Big Hairy Audacious Goals (BHAG) and priorities
- ⇒ Design a Board process for priority setting as part of business planning

While the board needs to:

- ⇒ Read communications & reply
- ⇒ Initiate communications with ED and/or other board members on issues
- ⇒ Take responsibility for representing the national perspective
- ⇒ Communicate (consult/inform) with constituents on issues
- ⇒ Set up Board & staff performance management & Executive Committee
- ⇒ Set the BHAG and priorities

Chair's Report

Florence Henning

Florence gave her Chair's report outlining the successes of this past year, including the CSF's ongoing work at building stronger working relationships with the other national organizations that represent the sheep industry and also the American and Mexican sheep industries.

Financial Report

Jennifer provided the Board with the audited financial statements for the 2006-07 year end. There was concern around the amount of bookkeeping the auditor had to do in response to mistakes made by the bookkeeper. Jennifer informed the Board that the bookkeeper had been fired. Additionally, the auditor has provided her with a lead on a new bookkeeper who has extensive experience dealing with non-profit organizations.

Additional discussions occurred around whether separate bank accounts should be set up for each project. Jennifer informed the Board that this discussion was had with the accountant when she was first hired. The decision was made then to keep the books as they are. That decision was reaffirmed.

There were no concerns expressed about the financials themselves.

Motion: To pass the 2006-07 financial statements. Moved by Vince Stutzki. Seconded by Lucien Lesage. Carried (unanimous).

Motion: To appoint Bairstow, Smart and Smith as auditors for 2006-07. Moved by Jamie Heffer. Seconded by John Haarman. Carried (unanimous)

Motion: Following the performance evaluation of the Executive Director, that the CSF Board give the Executive Director a 5% raise retroactive to September 1, 2007 which will

come from within the 2007-08 budget. Moved by Markus Wand. Seconded by Graham Reid. Carried (unanimous).

Further discussion of the budget and the location of the 2008 AGM was postponed to Thursday November 15.

CSF By-law review

The motion from 2004, that the CSBA and CCWG have the right to vote, was reaffirmed.

There was some discussion around changing section 4.2, specifically whether or not associate members need to be sheep producers. It was suggested that perhaps the wording be changed so that a representative from an associate member is either a sheep producer or an employee of the industry association.

The requirement that provinces are represented by sheep producers stands. Additionally, associate members cannot stand as Chairs of the Board.

It was suggested that CSBA and CCWG be named in the by-laws as being the only associate members that are able to vote and that they be excluded from section 4.1.

Action Jennifer is to talk to Paul Cormier and ask him to help structure these by laws; specifically around the wording of the requirements of associate member representation and what constitutes an associate member.

Policy Manual

It was suggested that the CSF pre-set Board teleconferences every six weeks.

The evaluations of the Executive Director should be changed (pages 4 and 21) so that the evaluation is carried out by the entire Executive Committee.

Action to put a Members Only section on the website where larger documents can be uploaded.

After 3 **calls for nominations** they were closed for the day

Florence Henning was acclaimed as Chair, Dwane Morvik as Vice-Chair with Andre Trepanier and Beth Barczyk being acclaimed as members of the Executive Committee.

Thursday November 15th

The Board meeting was called to order at 8 a.m. Thursday to review the Bluetongue Insurance program and provide any comments, questions and/or concerns to Jennifer so that she could take them back to the Gary Hutchings and John Drakeford.

Action

- 1 A definition of lamb needs to be included in policy wording
- 2 Lambing index needs to be defined

- 3 If a producer opts out of the BT insurance program, do they still have access to the \$150,000 indemnity?
- 4 Follow up is needed – does a federal or provincial lab doing the diagnosing? In addition, does the CFIA pay for the testing if the disease is immediately notifiable?
- 5 If a producer already has their own farm insurance policy, could they include the BT insurance in it? Or would they need a separate policy?
- 6 Should they inform their insurance company that they are signing up for BT insurance?
- 7 Is there a possibility that participating in the BT insurance program would decrease their farm premiums?
- 8 Who determines how much the animals are worth in a claim? Would valuers come out to the farm?
- 9 The communication to producers needs to lay out all options in an easy to understand manner
- 10 Is there the possibility of having a per head premium for commercial animals and per head premium for purebred animals? That way in the event of an outbreak, mediators/valuers could get together and settle the price of the animals.
- 11 Can the deadline be changed to June 1?
- 12 Is there a need for a full year policy? Can the policy just be for 6 months (parallel was drawn to licenses in Saskatoon)
- 13 If you have a BT outbreak on your farm and use the insurance, do you have a higher premium the second year?
- 14 There is concern that Eastern producers may not want to pay as much as Western producers; the same for producers in Northern sections of a province versus Southern.
- 15 If you don't make a claim does your insurance premium decrease?
- 16 If uptake is low for 5 years, then what?
- 17 Where provinces do not have the resources to run the program, can they work with their Agricultural Offices?
- 18 If there is an outbreak on 1 farm, do the farms in the neighbouring area experience increased premiums?

Discussion on National ID

There was some discussion regarding the Canadian Sheep Identification Program; specifically in relation to the Animal Identification and Movement Implementation plans that the federal government has requested that the industry complete.

A summary of the completed plans were distributed for comment.

Some of the comments that were made in the discussion included thoughts that RFID tags could be used where needed (e.g., lambs going through West Hawk Lake), however, the Ketchum tags should still be available for use for market lambs.

It was also stated that work should be done to communicate the benefits of RFID to producers for example: show that they are economical; emphasize the management benefits; receive funding for field tags to demonstrate to producers the ease of using RFID tags.

It was reiterated that the desire for full traceability is a public good as well as a private good and, as such, producers should not bear the full cost of implementation. The producer investment into a full traceability system cannot be underestimated.

Additional comments were that it was obvious that RFID was where the industry would have to go eventually and that no one can follow the number on a Kurl Lock tag.

Motion In principle the CSF supports the idea of mandatory RFID and will initiate discussions with government and service providers to receive funding to start to set up RFID technology in the sheep industry. Moved by Vince Stutzki. Seconded by Lucien Lesage. Carried (unanimous).

It was recommended that the CSF get funding to put 10 producers in each province using RFID tags and then have them host field days to demonstrate the use of the tags to other producers, as well as highlight any problems, concerns with the systems.

This motion is also serving as the CSF's BHAG for the 2007-08 fiscal year.

CSBA

Daniel Dion spoke to the Board about the importance of the CSF and CSBA working together. Additionally he spoke to the Board about GenOvis and the opportunity to work with the provinces and build a national genetic evaluation database.

Motion That the CSF supports the implementation of a national genetic evaluation database that is market driven. Moved by Brian Greaves. Seconded by Vince Stutzki. Carried. (unanimous).

2008 AGM

Beth presented to the Board that the 2008 AGM be held in Moncton New Brunswick; stating that she would like to hold in conjunction with an Atlantic Sheep Symposium.

Motion To have the 2008 AGM in conjunction with an Atlantic Sheep Symposium. Moved by Vince Stutzki. Seconded by John Haarman. Carried (unanimous)

Further discussion on the dates was had, and it was decided that it would be between the 3rd and 15th of November and over a weekend.

Budget

The Board was provided with alternative versions of the proposed 2007-08 budget in light of the discussions around the ED's salary and some miscommunication around provincial ewe flock percentages.

The Board was also presented with requests for funding from the National Farmed Animal Care Council (NFACC) and the West Hawk Lake Zoning Committee.

The Chicken Farmers of Canada had written a letter suggesting that the CSF pay \$2,000 per year to the NFACC; while the original budget from the NFACC suggested only \$500.

Motion – That the CSF provide the NFACC with \$500. Moved by Rod Hennecker. Seconded by John Haarman. Carried (unanimous).

There was discussion around the number of requests coming to the CSF for projects that are under the Canadian Animal Health Coalition (CAHC) umbrella.

Motion That from this year forward, the CSF will only send one cheque to the CAHC that will cover membership and monies for projects, based on a detailed invoice provided to the CSF in a timely fashion. Moved by Daniel Dion. Seconded by Dwane Morvik. Carried (unanimous)

Action For Jennifer to send a letter to the CAHC informing them of the motion above and also indicating that the CSF's commitments to the CAHC and their projects will be performance based and that updates will be required on a yearly basis, prior to our AGM. Additionally, the Board will need to be clearly informed of the time period for each invoice.

Motion – That the CSF continue with a \$1,000 commitment to the West Hawk Lake initiative, however, our concern about accountability and value for money will be reiterated. Moved by Vince Stutzki. Seconded by Jamie Heffer. Carried (unanimous)

The discussion then moved to the proposed 2007-08 budget.

Motion That the revised 2007-08 budget be the budget. Moved by Vince Stutzki. Seconded by Markus Wand. Carried (unanimous)

Clarification was given that Quebec's contribution would be \$29,026.20 and Ontario's would be \$30,062.85.

Meeting – adjourned at 11:42 a.m.