



# **2020 Semi-Annual General Meeting**



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**Alberta Beef Producers  
2020 Semi-Annual General Meeting  
Zoom Meeting  
Tuesday, June 9, 2020**

**AGENDA**

<b>8:30 a.m.</b>	Meeting opens with welcome and introductions <ul style="list-style-type: none"><li>- Marketing Council representatives</li><li>- New ABP General Manager</li></ul>
<b>8:40 a.m.</b>	Chair and Finance Report
<b>9:00 a.m.</b>	COVID-19 update and actions – <i>Kelly Smith-Fraser and Rich Smith</i>
<b>9:45 a.m.</b>	ABP Plan for 2020-2021 – <i>Rich Smith</i>
<b>10:00 a.m.</b>	<b>Break</b>
<b>10:15 a.m.</b>	Zone discussion of ABP Plan
<b>10:30 a.m.</b>	Special Resolutions on ABP Bylaws and Plan Regulation and tabled resolution from 2019 AGM
<b>11:30 a.m.</b>	Election of BCRC representative
<b>11:45 a.m.</b>	Other business
<b>NOON</b>	<b>Meeting Adjourns</b>

**Rules of Procedure**

1. This meeting will be attended by only ABP delegates, directors, and staff members, along with Marketing Council representatives.
2. In order to ensure the best possible meeting quality, delegates are encouraged to have their microphone muted and their video off when they are not speaking. The Chair will recognize questions and give participants the opportunity to speak.

## Alberta Beef Producers (ABP) Plan – 2020/2021

### ABP Vision

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A strong and clear voice for cattle and beef producers contributing to a vigorous and profitable beef industry.

### ABP Mission

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To strengthen the sustainability and competitiveness of the beef industry for the benefit of beef producers in Alberta.

### Canada's National Beef Strategy 2020-24 – Pillars and Goals

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1. **Beef Demand:** Support the comprehensive cutout above \$270/cwt - retail beef demand index above 115, wholesale beef demand index above 105, international beef demand index above 100.
2. **Competitiveness:** Encourage a competitive regulatory, policy, and market environment - reduce the labour shortage by 50%, reduce cost disadvantages to main competitors by 2%.
3. **Productivity:** Improve production efficiencies throughout the supply chain – reduce average open rates by two percentage points, reduce average calf death losses to 5%, improve feed efficiency by 5%, improve national average hay yields by 2-10%.
4. **Connectivity:** Enhance industry synergies and connect positively with government and partner industries.

### ABP Core Strategies

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1. Increase domestic and international demand and market access for Canadian/Alberta beef.
2. Ensure long-term sustainable access to the land and water resources of this province for the benefit of beef producers.
3. Influence government legislation and policy to enhance the competitiveness of Alberta beef producers.
4. Enhance the competitiveness of Alberta beef producers through research and innovation.
5. Engage and involve producers in policy decisions, organizational direction and governance.

### Cattle and Beef Industry Priorities

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1. Increased export market access
2. Reduced regulatory costs and barriers
3. Increased value for products through branding and differentiation of all Canadian beef
4. Improved communication and information flow along beef supply chain
5. Improved feed grain and forage productivity
6. Better research and development performance for enhanced production efficiency
7. Improved business risk management programs for cattle producers
8. Implement strategies to define and demonstrate the “sustainability” of the beef industry
9. Encourage young producers to join or stay in the cattle industry

## ABP Strategic Objectives – 2020/2021

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### **1. Strengthen productive working relationships with key officials in the provincial government.**

**Key Performance Indicators:** number and frequency of meetings with Ministers of AF, EP, EDT, and Municipal Affairs; number of meetings and discussions with senior government staff members; number of incidents where ABP was consulted by government for input and advice; actions on issues of priority for cattle and beef producers.

### **2. Ensure that investments in research and technology provide Alberta cattle and beef producers with information and technology that will support sustainable and competitive operations.**

**Key Performance Indicators:** real benefits of the projects in which ABP and our partners invest; connection between research investments and the National Research Strategy; coordination of research decisions with partners; adoption of new information and technology by producers;

### **3. Increase the level of knowledge and understanding of the cattle and beef industry, as well as perceptions of Alberta Beef among the public, young consumers, and students (future consumers).**

**Key Performance Indicators:** adoption of ABP education resources by schools; level of interest in Glenbow Ranch and Edmonton Valley Zoo education offerings; growth in support for Alberta Beef among Alberta consumers; engagement of school curriculum decision makers

### **4. Improve our communications with producers and the public through an enhanced communications strategy with robust measurements of engagement and effectiveness.**

**Key Performance Indicators:** streamlined communications directed at target audiences; evidence of more engagement by producers in our communications; increased attention to ABP messages in public forums.

### **5. Generate positive government actions supporting beef producers conservation and stewardship efforts on grazing leases, wildlife and predator management, and payments for ecosystem services.**

**Key Performance Indicators:** enhanced security of grazing tenure on crown lands; Wildlife Predator Co-existence Project approved and implemented; approved carbon credit protocols for grasslands and perennial forages; improved programs from conservation organizations in collaboration with ABP, enhanced opportunities for range and water improvement on grazing leases.

### **6. Increased preparedness of the Alberta beef industry and Alberta cattle and beef producers to deal with emergencies, crises, and drastic market fluctuations.**

**Key Performance Indicators:** Further development, testing, and awareness of the Animal Health Emergency Management plan; improved comprehensiveness and efficiency of business risk management (BRM) programs available to producers; enhanced crisis management plans; work with governments on plans to formalize joint industry-government responses to emergencies and ensure business continuity during health emergencies and natural disasters.

**Alberta Beef Producers  
Operations Budget  
For the year ending March 31, 2021**

Canadian Cattlemen's Association	<u>\$ 1,654,443</u>
National Policy and Trade Advocacy Programs:	
U.S. and International Trade Management	35,000
Enhanced Federal Lobbying	35,000
National Governance and Oversight	25,000
CCA Legal Assessment	120,000
Organizational Expenses:	
Board of Directors and board appointed reps	125,000
Annual General Meeting	70,000
Fall producer meetings & resolutions policy	90,000
Semi-annual Meeting	20,000
Zone Committees	50,000
Executive Committee	60,000
Annual Report	10,000
Audit Committee	2,000
Governance Committee	2,000
Operational Expenses:	
Salaries and benefits, related to operations	623,000
Marketing and Education	351,500
Communications	270,000
Industry Partnerships	195,000
VBP Alberta	30,000
Project Reserve Fund	100,000
Research Committee	88,000
Canfax Membership and Services	53,400
Cow Calf Council	52,550
Sponsorship	60,000
Cattle Feeder Council	20,000
Provincial Advocacy	30,000
Environment, ESA	20,000
Animal Health and Welfare	10,000
Industry Collaborations	10,000
Cattle Industry Leaders Forum	3,000
Administrative Expenses:	
Rent, office supplies and equipment	410,000
Salaries and benefits	341,000
Legal, audit, and consulting	80,000
Cash expenses	<u>3,391,450</u>
Non Cash expenses	
Amortization of furniture and equipment	10,000
ABP Operations Budget	<u><u>\$ 3,401,450</u></u>
Total budget approved:	
CCA Annual Assessment Budget	\$ 1,654,443
ABP Operations Budget	3,401,450
Capital Assets Budget	10,107
	<u><u>\$ 5,066,000</u></u>



## **ABP Councils, Standing Committees and Working Groups**

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### **Board of Directors**

- retains responsibility for overall ABP policy, government advocacy, and financial decisions and direction

### **Councils and Committees in ABP By-laws**

#### **Cow Calf Council**

**Chair: Jason Hale**

- responsible for addressing issues of importance to the sector and making policy recommendations to the Board
- responsible for Business Risk Management as it relates to the sector and Wildlife Damage and Compensation
- small project budget for specific research activities

#### **Cattle Feeder Council**

**Chair: Chris Israelson**

- responsible for addressing issues of importance to the sector and making policy recommendations to the Board
- responsible for Business Risk Management as it relates to the sector
- small project budget for specific research activities

#### **Governance Committee**

**Chair: Howard Bekkering**

- responsible for oversight on the governance of ABP
- develop and make recommendations to the Board and Councils on matters of governance
- chair appointed by Board, one member appointed by each council, one non-delegate member

#### **Audit Committee**

**Chair: George L'Heureux**

- responsible for oversight on the financial management and auditing of ABP
- review and provide guidance to the Board on financial reporting, accounting systems, internal controls and audit processes
- chair appointed by Board, one member appointed by each council, one non-delegate member

### **Operational Committees**

These committees are created at the request of the staff member in charge of the operation

#### **Research Committee**

**Chair: Fred Lozeman**

- responsible for establishing priorities and providing funding for research projects
- coordinate research projects with councils and committees
- coordinate research projects and funding with other research organizations and funding agencies
- one member from each council

### **Committee Membership**

- Committee chairs to be appointed by Board of Directors or a council.
- Some committee members may be specified, but committee size will initially be one delegate per zone plus the chair.
- Zone committees to recommend interested delegates to serve on a committee.
- Zone representation on committees is important, but committees do not necessarily need one member from each zone

- Committee chairs may seek additional members if the committee does not have sufficient members
- The Board may need to limit the representation from zones to keep the committee or working group at an effective size
- Final decisions on committee membership will be made by the Board
- Committees will initially be allocated enough funding to cover committee operations and small projects. The majority of project funding will be held until committees can meet, set priorities, and make project funding requests. Project funding decisions for the fiscal year will be made by the Board at a meeting in February or March.

### **Working Groups – New Roles and Responsibilities**

#### **Proposed New Structure**

- The Board of Directors and the Councils have the ability to appoint sub-committees or working groups to address specific issues and provide recommendations for ABP policies and actions related to these issues.
- Eliminate the current standing committees for Environment and Wildlife with the responsibilities of these committees directed to the Cow Calf Council.
- Retain the Research Committee because it is providing effective direction to Karin Schmid and ABP on research priorities and projects.

#### **Purpose of the New Structure**

- Make the ABP Councils more effective in its recommendations to the Board of Directors and its role in ABP direction
- Provide more clear direction on the roles and responsibilities of sub-committees and working groups
- Make our sub-committees and working groups more responsive to issues and more efficient and effective in addressing these issues
- Provide more productive and fulfilling work for ABP delegates through participation in focused and faster moving working groups

#### **Sub-Committees and Working Groups**

- The creation of a sub-committee or working group would be the result of an issue being identified by the Board of Directors, a Council, or by individual delegates, producers, and staff members. The Board or Council would need to be satisfied that the issue warrants the investment of time and expenses in a sub-committee or working group to address the issue
- The sub-committee or working group would be responsible for considering the issue and providing recommendations for ABP policies and actions to address the issue. These recommendations would be provided to the body that created the sub-committee or working group. Upon completion of these recommendations, the sub-committee or working group would be disbanded
- Most specific issues would be best addressed by a relatively small, efficient, and effective working group, but there may be longer term issues that would require a somewhat larger and longer serving sub-committee

#### **Membership on Sub-Committees and Working Groups**

- The ABP By-laws allow the Board and Councils to appoint standing or special committees. The sub-committees and working groups discussed in this document would represent special committees under the by-laws
- The Board or Councils have the authority to appoint a chair of the special committee
- The Board or Councils, in consultation with the special committee chair, may appoint the special committee members from ABP delegates, ABP directors, other eligible producers, or other members of the public. People outside of ABP may be able to provide valuable knowledge and expertise to the work

of the special committee. Zone directors can assist in the process of identifying delegates who would be willing and able to contribute to the success of the special committee

- The ABP Executive members are ex-officio, non-voting members of all committees

### **Sub-Committee and Working Group Roles and Responsibilities**

- The Board or Council that creates a sub-committee or working group must provide clear direction regarding the mandate, expected outcomes, and time frame of work for the sub-committee and working group
- The ABP Executive Director will be responsible for providing staff support to the sub-committees and working groups if needed or required
- The ABP Office Administrator will be responsible for keeping records of sub-committee and working group membership and activities
- All recommendations from sub-committees and working groups will be forwarded to the Council and then Board for approval and action

### **Current and Near Future Sub-Committees and Working Groups**

- Marketing and Communications Roundtable – a group of delegates convened at the Semi-AGM to provide direction to the Marketing and Communications Managers over priorities and actions in these areas.
- Safety Net Sub-Committee – consider BRM aspects of the Canadian Agricultural Partnership and continue work on forage and pasture insurance
- Wildlife Policy Working Group – help develop ABP wildlife policy beyond simply demands for more compensation
- Environmental Stewardship Award Working Group – oversee the application and judging process for the ESA.
- Ecosystems Services Working Group – to enhance existing ecosystem services programs and support the development of new sources of ecosystem services revenue for producers that will recognize and improve the management of ecosystem services.
- ABP Policy Working Group – review and revise ABP governance policies.
- Cull Cow Working Group – address issues related to transportation and sale of cull cows.
- Cow Calf Extension Working Group – prepared extension strategy following the elimination of government support for Cow Calfenomics.
- CWD Working Group – determine the potential impact of CWD on Alberta cattle producers and recommend strategies to mitigate this impact.

**Alberta Beef Producers Delegate Expense Guidelines**

**All daily allowances or expense claims must be received by the office within THREE (3) months of being incurred in order to be eligible for reimbursement. Anything over this time period will NOT be paid. As well, you will be asked to complete your expense claims effective March 31 which is our year end.**

These guidelines apply with respect to payment of honoraria and reimbursement of expenses to producers elected as delegates and directors of Alberta Beef Producers and for work done as a delegate and director of Alberta Beef Producers with respect to ABP activities.

Producers and delegates elected or appointed to represent Alberta Beef Producers on national cattle organizations, on any provincial organization or on any national or provincial committee or task force are eligible for honoraria and reimbursement of expenses in accordance with the guidelines in place for these other organizations.

**General Rule**

When claiming an honorarium or reimbursement for expenditures the onus is on the delegate to exercise personal discretion in determining what constitutes a reasonable amount. Please note that each delegate may be asked to join one or more Council, Committee or working group for which Alberta Beef Producers will reimburse expenses and pay honorarium. Delegates are welcome to visit other ABP meetings or government meetings at their own expense.

**Delegates**

Delegates are eligible for payment of honoraria and reimbursement of expenses while they hold office as a delegate of ABP. The terms of office are as follows:

1. The term of office of a zone delegate and zone cattle feeder council delegate commences on the announcement of the results of the elections held at the annual zone meetings and expires on announcement of the results of the elections in the second year following the term commenced.
2. The term of office of Cattle Industry Council delegates commences at the beginning of the day on November 15 in the year they are elected and expires at the end of the day on November 15 in the second year following the year the term commenced.

**Directors**

Directors are eligible for payment of honoraria and reimbursement of expenses while they hold office as a director of Alberta Beef Producers. The term of office of zone directors, directors at large, Cattle Feeder Council and Cow Calf Council Directors commences on the directors being declared elected at the Annual General Meeting and expires on the directors being declared elected at the following AGM.

**Honorarium**

Honorarium is paid in recognition of the costs of being away from home; including both meeting and travel time. Honorarium is paid at the following rates:

Board Chair	\$250 per day (plus a \$12,000 annual payment)
Vice-Chair	\$225 per day (plus a \$6,000 annual payment)
Finance Chair	\$225 per day (plus a \$6,000 annual payment)
Past Chair	\$185 per day (plus a \$6,000 annual payment)
Board Members	\$185 per day
Delegates	\$150 per day

Delegates are eligible to receive honorariums:

- All delegates for attendance at the Annual, Semi Annual, or Special General meetings;
- For Council, Committee or working group members when attending the Council, Committee or working group meetings that they have been approved by the board to sit on;

At the discretion of the chair, a half-day honorarium for participating in a conference call of a council, committee, or working group;  
For the members of the Board of Directors for attendance at board meetings;  
For fulfilling role as in-zone coordinator, and  
For third party meetings when asked by the Board of Directors or the Committee or Council Chair to represent Alberta Beef Producers.

Honorariums are not available for:

zone meetings;  
election meetings;  
other in-zone activities;  
a few events as determined by the Board of Directors.

### **Reimbursement of Expenditures and Mileage Claims**

Delegates may claim reimbursement for expenditures that were incurred:

for attendance at the Annual, Semi Annual, or Special General meetings;  
for attendance at Council, Committee or task team meetings;  
for attendance at board meetings;  
for attendance at zone meetings;  
for attendance at election meetings;  
for fulfilling role as in-zone coordinator; and  
for third party meetings when asked by the Board of Directors or the Committee Chair to represent Alberta Beef Producers.

Note delegates are reimbursed their expenses to attend the election meetings as they are completing their role as an elected delegate. Non-delegate candidates attend the fall meetings at their own expense.

### **Accommodation**

ABP will cover the cost of lodging that is necessary while representing the organization. For Calgary meetings, our hotel of choice is the Port of Call, who includes a voucher for a buffet breakfast. Delegates are asked to make an economical selection when choosing their accommodations outside of Calgary. Spouses are guests of ABP at the Annual and Semi-Annual meetings. ABP does not cover any charges incurred for mini-bars or pay-per-view movies.

### **Incidental Costs**

ABP will reimburse costs associated with the attendance at meetings or carrying out duties on behalf of ABP such as parking, taxi, meeting registration, and so forth.

### **Meals**

ABP will cover the cost of meals that are necessary while representing the organization. ABP will reimburse reasonable meal expenses incurred when traveling to meetings. If the delegate is being accompanied on the trip by someone other than an ABP representative, then the organization will only cover the delegate's share of the meals. If a meal chit is for more than one delegate, you are required to list all participants on the restaurant chit who are included on the expense claim.

### **Telephone Calls**

Any phone calls made in carrying out the duties of a delegate will be reimbursed. In addition, when ABP business requires a delegate to be away from home, ABP will cover reasonable phone charges incurred to communicate with the home operation.

### **Travel**

ABP will reimburse delegates for travel done while performing activities on behalf of the organization at the current per kilometer rate as established by the Board of Directors. This allowance is designed to cover all costs associated with the operation of a vehicle.

It is acceptable to choose commercial air travel or bus service as alternate modes of transportation. However, individuals are encouraged to utilize the most economical means of travel. Allowances must be given for the constraints of time and accessibility when determining what is reasonable.

Attendance by a Council or Committee member at a meeting within the province, other than a Council or Committee meeting, must have the approval of the Council or Committee or the chair prior to attendance. Any travel outside the province must be approved by the board executive prior to the trip being taken.

### **Expense Claim Forms**

Expense sheets are provided by the ABP office. A copy of the claim being paid will accompany the payment along with a blank expense form for the next submission. Expense claims can be sent to the office via fax, for claims which do not have a receipt to be affixed, or by Canada Post.

Expense codes are located on the expense claim form. Delegates are asked to code their expense form to ensure that expenses are allocated to the proper budget line. Delegates are to code their expenses to the Council or Committee that they have been assigned to. In circumstances when a delegate is asked to attend a Council or Committee meeting other than the one they have opted to be a member of, the delegate must indicate on their expense claim "That Chair XX had asked them to attend this meeting". For meetings other than ABP meetings, the more information provided regarding the meeting attended or the committee that has asked you to attend, the better to help ensure that the coding of the expense is correct.

### **Processing of the expense claim**

All honorarium or expense claims must be received by the office within THREE (3) months of being incurred in order to be eligible for reimbursement. Anything over this time period will NOT be paid.

All expenditure claims must be accompanied by an original receipt. This is necessary so that ABP can claim the GST paid. The only exception to this rule occurs when ABP is only paying part of the bill, for example home telephone charges. It is then acceptable to submit a photocopy of the bill provided you do not request reimbursement of the GST portion. When paying with a personal credit card, the invoice or cash register receipt is the document that is most beneficial to us; however, the signed credit card slip will be accepted.

When claiming for attendance at third party meetings on behalf of ABP you are asked to include a copy of the meeting notice or a copy of the meeting minutes. This will enable the expenses to be immediately associated with the specific meeting, thus accelerating the approval process. It will take approximately two weeks from the time claims are received by the office until a cheque is mailed. However, this process will be delayed if the necessary receipts are not included with the claim.

Annual reports of each delegate and directors' expense accounts will be prepared and made available.

If you have any questions or encounter a situation that you do not know how to handle, please contact the Controller.

### **Alberta Beef Producers Expense Guidelines** **For ABP Representatives at the National Organization**

These guidelines apply with respect to payment of honoraria and reimbursement of expenses to producers elected as a delegate or appointed to represent ABP on national cattle organizations, on any provincial organization or on any national or provincial committee.

### **CCA, CB, and BCRC:**

The term of office for the CCA positions is consistent with the CCA March year end. The ABP representatives are elected at the ABP AGM and officially a CCA delegate in March at the CCA AGM. Thus, the representative may claim honorariums after their term as an ABP delegate ends in December as the commitment to CCA will continue until the following March. Please note that CCA is responsible for the representatives' expenses.

The ABP Board of Directors appoints a representative to CB Board of Directors at their Annual Forum. CB pays all expenses and honorarium for this representative. ABP also sends ten delegates to the Annual Forum and will pay the expenses and honorarium for these delegates.

The ABP Board of Directors appoints representatives to BCRC consistent with their June year end. BCRC is responsible for the representatives' expenses while ABP pays the honorarium. Thus, the representative may claim honorariums after their term as an ABP delegate ends in December as the commitment to BCRC will continue. Once the term as a representative ends, ABP does not pay honorarium or cover expenses for past delegates or expenses whose services are required by the national organization unless arrangements are made with the ABP executive prior to the expenses being incurred.

### **Transitional Provision**

During the three months following the ABP Annual General Meeting, it may be necessary to occasionally use the services of past delegates or directors to achieve ABP objectives, ensure continuity in a project or activity or to provide for the transition of responsibilities, even though they may be wiped out or have not run for re-election. In such circumstances, ABP will reimburse the past delegate for his or her expenses plus compensate for time at the delegate honorarium rate. This will apply in cases where ABP or an ABP Council or Committee deems it necessary to retain a past delegate's services and must be approved in advance by the Chair or the Board of Directors.

In circumstances where a long-term arrangement for a past delegate's services is necessary due to his or her unique knowledge or background, the appropriate Committee Chair would negotiate a daily allowance for the services provided. See the Non-Delegate Expense Guidelines for additional information.

### **Alberta Beef Producers Non-Delegate Expense Guidelines**

From time to time, non-delegates are asked to perform services or give their time for the benefit of Alberta Beef Producers (ABP). In these circumstances ABP would compensate by paying a daily allowance and reimburse expenses based upon the following.

#### **General Rule**

When claiming an honorarium or reimbursement for expenditures the onus is on the delegate to exercise personal discretion in determining what constitutes a reasonable amount.

#### **Daily Allowance**

A daily allowance is paid in recognition of the costs of being away from home; including both meeting and travel time. The current level of compensation is \$150 per day and a half-day rate will be paid for participating in a conference call on behalf of ABP.

### **Reimbursement of Expenditures and Mileage Claims**

#### **Accommodation**

ABP will cover the cost of lodging that is necessary while representing the organization. Representatives are asked to make an economical selection when choosing their accommodations. ABP does not cover any charges incurred for mini-bars or pay-per-view movies.

#### **Incidental Costs**

ABP will reimburse costs associated with the attendance at meetings or carrying out duties on behalf of ABP such as parking, taxi, meeting registration, and so forth.

#### **Meals**

ABP will cover the cost of meals that are necessary while representing the organization. ABP will reimburse reasonable meal expenses incurred when traveling to meetings. If the non-delegate is being accompanied on the trip by someone then the organization will only cover the non-delegate's share of the meals.

#### **Telephone Calls**

Any phone calls made in carrying out the duties of a non-delegate will be reimbursed. In addition, when ABP business requires a non-delegate to be away from home, ABP will cover reasonable phone charges incurred to communicate with the home operation.

### Travel

ABP will reimburse delegates for travel done while performing activities on behalf of the organization at the current per kilometer rate as established by the Board of Directors. This allowance is designed to cover all costs associated with the operation of a vehicle. It is acceptable to choose commercial air travel or bus service as alternate modes of transportation. However, individuals are encouraged to utilize the most economical means of travel. Allowances must be given for the constraints of time and accessibility when determining what is reasonable.

### Travel outside of the Province

Any travel outside the province must be approved by the board executive prior to the trip being taken.

### **Expense Claim Forms**

Expense sheets are provided by the ABP office. A copy of the claim being paid will accompany the payment along with a blank expense form for the next submission. Expense claims can be sent to the office via fax, for claims which do not have a receipt to be affixed, or by Canada Post. Expense codes are located on the expense claim form.

### **Processing of the expense claim**

All daily allowances or expense claims must be received by the office within THREE (3) months of being incurred in order to be eligible for reimbursement. Anything over this time period will NOT be paid. All expenditure claims must be accompanied by an original receipt. This is necessary so that ABP can claim the GST paid. The only exception to this rule occurs when ABP is only paying part of the bill, for example home telephone charges. It is then acceptable to submit a photocopy of the bill provided you do not request reimbursement of the GST portion. When paying with a personal credit card, the invoice or cash register receipt is the document that is most beneficial to us; however, the signed credit card slip will be accepted.

It will take approximately two weeks from the time claims are received by the office until a cheque is mailed. However, this process will be delayed if the necessary receipts are not included with the claim. If you have any questions or encounter a situation that you do not know how to handle, please contact the Office Administrator or the Controller.



**Alberta Beef Producers (ABP)**  
**Proposed Bylaw and Plan Amendments**

**1. Bylaw Amendments**

Based on the direction received from the producers at the 2019 fall producer meetings and from the delegates at the 2019 Annual General Meeting, the Board of Directors will be presenting a special resolution at the 2020 Semi-Annual Meeting of the delegates to repeal and replace the 2015 Bylaws with the Bylaws attached to the Notice of Special Resolution.

To implement the direction received from the producers and delegates it was necessary to change to the sequence and reword a number of sections in the Bylaws to better accommodate the amendments being made this year and the past amendments that have been made since 2009. For this reason, the 2015 Bylaws are being replaced with a new version for 2020. With these changes, the section and subsection numbering system has been replaced with sequential numbering system.

Once approved by the delegates, the Bylaws must be approved by Marketing Council under section 7 of the Plan Regulation.

The amended Bylaws reflect the following changes approved at the 2019 producer meetings and the 2019 Annual General Meeting:

<b>Direction</b>	<b>Amendments to sections in the 2015 Bylaws</b>
Remove the Cow Calf Council, the cattle feeder council delegates, and the Cattle Feeder Council	<p>The following sections were removed from the 2015 Bylaws:</p> <ul style="list-style-type: none"> <li>• s. 3(2) – restrictions on delegate positions held</li> <li>• ss. 12 to 19 – Election of cattle feeder council delegates</li> <li>• ss. 20(1)(b) and (c) – Function of council delegates</li> <li>• ss. 20(2) – restrictions on director positions held</li> <li>• ss. 45 to 51 – Cow Calf Council</li> <li>• ss 52 and 53 – Cattle Feeder Council</li> <li>• s. 54 and 55 – Common cattle council provisions</li> <li>• s. 76 – Annual cattle council meetings</li> </ul> <p>In addition, the words cattle council, cattle feeder council, cattle feeder council delegate and cattle feeder council director and any clauses related to these positions were removed from the Bylaws.</p> <p>With this change the Commission was left with one type of delegate, the term “zone delegate” was replaced with the word “delegate” wherever it appeared.</p>
Reduce the number of zones from 9 to 5.	Sections 6, 7 and 8 of the 2015 Bylaws were amended accordingly.

Direction	Amendments to sections in the 2015 Bylaws
Increase the maximum number of delegates in each zone to 7.	Sections 6, 7 and 8 of the 2015 Bylaws were amended accordingly.
Allow the Commission to remove a delegate from office in exceptional circumstances	<p>To accommodate this change, the following sections of the 2015 Bylaws were combined into new Part 3 – Removal of Delegates and Directors and a provision added for the removal of delegates by the Commission:</p> <p>s. 11 and 23 – removal of delegates s. 33 to 38 – removal of directors</p>
Reduce the number of directors from 16 to 12 with at least one director from each zone.	This resulted in a change to the wording of section 24 of the Bylaws and a corresponding change to the Plan Regulation.
Remove the election of zone directors and directors at large and have all directors elected by the delegates at the annual delegate meeting	<p>The following sections were removed from the 2015 Bylaws:</p> <ul style="list-style-type: none"> <li>• s. 27 – election of zone directors</li> <li>• s. 28 – election of directors at large</li> <li>• s. 75 – Annual zone committee meetings to elect zone directors</li> </ul> <p>In addition, the terms “Commission director”, “zone director” and “director at large” were replaced with the word “director” wherever they appeared.</p>
Increase the directors’ term of office from one year to two years and have ½ of the directors elected each year.	New wording has been inserted into the amended Bylaws.
Allow for the transition of delegates	<p>The delegates will be transitioned as follows:</p> <ul style="list-style-type: none"> <li>• The persons who were zone delegates and cattle feeder council delegates immediately before these Bylaws came into effect shall hold office until the start of the first annual producer meeting held after these Bylaws come into effect, at which time all zone delegate and cattle feeder council delegate positions are terminated.</li> <li>• At the first annual producer meeting in each zone held after these Bylaws come into effect, the producers in each zone shall elect, from among the eligible producers nominated to hold office, a minimum of four (4) and a maximum of (7) delegates for their zone.</li> <li>• Following the announcement of the results of the elections of delegates under these Bylaws, the delegates who have been declared elected shall, for the purpose of section 23, appoint:</li> </ul>

Direction	Amendments to sections in the 2015 Bylaws
	<ul style="list-style-type: none"> <li>○ up to three (3) delegates to hold office for a one-year term; and</li> <li>○ up to four (4) delegates to hold office for a two-year term.</li> </ul> <p>the one-year term served by the delegates appointed for the transition is not a term of office for the purpose of determining the number of consecutive terms served by a delegate.</p>
Allow for the transition of directors	<p>The directors will be transitioned as follows:</p> <ul style="list-style-type: none"> <li>● The persons who were Commission directors immediately before these Bylaws came into effect shall hold office as directors until the close of the first annual delegate meeting held after these Bylaws come into effect.</li> <li>● At the first annual delegate meeting held after these Bylaws come into effect and in accordance with section 31, the delegates shall elect: <ul style="list-style-type: none"> <li>○ six (6) directors to hold office for a one-year term; and</li> <li>○ six (6) directors to hold office for a two-year term.</li> </ul> </li> <li>● the one-year term served by the directors elected for the transition year is not a term of office for the purpose of determining the number of consecutive terms served by a director.</li> </ul>
Allow for the transition of the executive	<p>The chair, vice chair and finance chair will continue in office until the close of the first annual delegate meeting held after the Bylaws come into effect.</p>

**2. Plan Amendments**

The Plan Regulation is the regulation that establishes the Commission, authorizes ABP to make regulations under the *Marketing of Agricultural Products Act*, provides for the election of directors and authorizes the Commission to make Bylaws. The proposed amendments to the ABP Plan Regulation reflect the changes to the bylaws insofar as the election of directors are concerned and the change in the number of zones.



**ALBERTA BEEF PRODUCERS  
BYLAWS**

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**ALBERTA BEEF PRODUCERS  
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**Definitions**

1. Words used in these Bylaws have the same meaning as they do in the Plan.
2. In these Bylaws
  - a) “committee” means a zone committee, any standing, special or ad hoc committee of the Commission, the Governance Committee and the Audit Committee,
  - b) “Commission” means the directors elected or appointed pursuant to the Plan and these Bylaws;
  - c) “delegate” means a delegate elected or appointed pursuant to these Bylaws,
  - d) “director” means a director elected or appointed pursuant to these Bylaws;
  - e) “eligible producer” means a producer who
    - (i) is 18 years of age or older,
    - (ii) has, during the current or immediately preceding year, paid a service charge and levy to the Commission or to another person on behalf of the Commission,
    - (iii) in the case of a producer who is an individual, is a resident of Alberta, and
    - (iv) in the case of a producer that is not an individual, carries on business in Alberta, and
  - f) “Plan” means the Alberta Beef Producers Plan Regulation.

**PART 1**

**Producers, Eligible Producers and Delegates**

**Division 1**

**Producers and Eligible Producers**

**General rights of producers**

3. In accordance with these Bylaws, a producer is entitled
  - a) to attend any producer meeting,
  - b) to make representations on any matter pertaining to the Plan and the operation of the Commission at any producer meeting,



- c) to vote on any matter at any producer meeting at which a vote is held in the zone in which the producer is entitled to vote,
- d) to vote in any election for delegates that is conducted at any producer meeting at which an election is held in the zone in which the producer is entitled to vote,
- e) to vote in any plebiscites of producers held under the Act,
- f) to be appointed by the Commission to represent the Commission on any task force, committee, group or organization of which the Commission is a member or to which the Commission elects or appoints individuals, and
- g) be appointed by the Commission to sit as a member of any committee established by the Commission under Part 4.

#### **General rights of eligible producers**

- 4. In accordance with these Bylaws, in addition to what a producer may do under these Bylaws, an eligible producer may
  - a) hold office as a delegate in the zone in which the eligible producer is eligible to hold office,
  - b) hold office as
    - (i) a Board Member of Canadian Cattlemen's Association, and
    - (ii) as a Member of the Canadian Beef Cattle Research, Market Development and Promotion Agency; and
  - c) hold office for one-year term as a director provided the eligible producer
    - (i) is chair of the commission at the start of the annual delegate meeting at which the eligible producer is nominated for election as a director, and
    - (ii) is ineligible to hold office as a delegate pursuant to sections 25 and 26.

#### **Producers and eligible producers who are individuals**

- 5. Where a producer or an eligible producer is an individual, that producer or eligible producer may exercise the rights described in sections 3 and 4 in only one zone.
- 6. Where a producer or an eligible producer to which section 5 applies
  - a) resides and is a producer in only one zone, that zone,
  - b) resides and is a producer in one zone and is also a producer in one or more other zones, only in the zone in which that producer or eligible producer resides,

- c) resides and is a producer in more than one zone, in only one of the zones in which that producer or eligible producer resides and is a producer,
  - d) resides in one zone but is a producer in a different zone, only in the zone in which that producer or eligible producer is a producer,
  - e) resides in one zone but is a producer in two or more different zones, in only one of the zones in which that eligible producer is a producer.
7. A producer or an eligible producer to which section 5 applies shall not appoint a representative to act on behalf of that eligible producer under these Bylaws.

**Producers and eligible producers that are not individuals**

8. Where a producer or an eligible producer is not an individual, that producer or eligible producer may exercise the rights described in sections 3 and 4 in only one zone.
9. Where a producer or an eligible producer to which section 8 applies
- a) carries on business and is a producer in only one zone, that zone,
  - b) carries on business and is a producer in one zone and is also a producer in one or more other zones, only in the zone in which that producer or eligible producer carries on business,
  - c) carries on business and is a producer in more than one zone, in only one of the zones in which that producer or eligible producer carries on business and is a producer,
  - d) carries on business in one zone but is a producer in a different zone, only in the zone in which that producer or eligible producer is a producer, or
  - e) carries on business in one zone but is a producer in two or more different zones, in only one of the zones in which that eligible producer is a producer.
10. A producer or an eligible producer to which section 8 applies shall appoint an individual to be its representative to exercise the rights referred to in sections 3 and 4 on behalf of that producer or eligible producer.
11. A representative of a producer or an eligible producer must reside in the zone in which the rights of the producer or the eligible producer are exercised unless the representative is the majority owner of that producer or eligible producer and is a resident of Alberta.
12. An individual cannot be a representative under section 8 for more than one producer or eligible producer at any one time.
13. An individual shall not exercise any of the rights of a producer or an eligible producer in that individual's own capacity as a producer or an eligible producer while appointed as the representative of a producer or an eligible producer.

14. If a producer or an eligible producer to which section 8 applies is
  - a) a corporation, it shall appoint an individual who is a director, shareholder, member, officer or employee of the corporation as its representative,
  - b) a partnership, it shall appoint an individual who is a partner or employee of the partnership as its representative, or
  - c) an organization, other than a corporation or a partnership, it shall appoint an individual who is a member, officer or employee of the organization as its representative.

**PART 1**  
**Eligible Producers and Delegates**

**Division 2**  
**Zones and Delegates**

**Zones**

15. For the purposes of these Bylaws,
  - a) Alberta is divided into 5 zones as set out in the Schedule to the Bylaws, and
  - b) each zone is comprised of the lands set out in the Schedule to the Bylaws.

**Delegates**

16. The Commission shall have a minimum of twenty (20) and a maximum of thirty-five (35) delegates, with each zone having a minimum of four (4) and maximum of seven (7) delegates, to be elected pursuant to sections **Error! Reference source not found.** to 23 or otherwise appointed under these Bylaws.
17. The delegates elected or otherwise appointed for a zone represent the producers of that zone.

**Functions of delegates**

18. In addition to what an eligible producer may do under these Bylaws, a delegate may
  - a) in the zone that the delegate represents
    - (i) attend zone committee meetings, and
    - (ii) at zone committee meetings,
      - (A) make representations on any matter pertaining to the Plan, these Bylaws or the operation of the Commission,
      - (B) vote on any matter under the Plan or these Bylaws,

- b) attend any annual or special delegate meeting,
- c) at any annual or special delegate meeting,
  - (i) make representations on any matter pertaining to the Plan, these Bylaws or the operation of the Commission,
  - (ii) vote on any matter under the Plan or these Bylaws, and
  - (iii) vote in any election for
    - (A) directors of the Commission,
    - (B) Board Members of the Canadian Cattlemen's Association,
    - (C) Members of the Canadian Beef Cattle Research, Market Development and Promotion Agency
- d) hold office as a director of the Commission,
- e) be appointed by the Commission to sit as a member of any committee established by the Commission under Part 4, and
- f) be appointed by the Commission to represent the Commission on any task force, committee, group or organization of which the Commission is a member or to which the Commission elects or appoints individuals.

### **Election of delegates**

19. At the annual producer meeting for each zone, the producers shall elect from among the eligible producers nominated to hold office, the number of delegates to be elected for the zone.
20. Where fewer than or only a sufficient number of eligible producers have been nominated to fill the required minimum number of delegate positions, the returning officer shall declare the eligible producers nominated as delegates as being elected by acclamation.
21. Where fewer than the minimum number of delegates have been declared elected by acclamation, the delegates who have been declared elected shall appoint eligible producers to the remaining minimum number of delegate positions and the eligible producers so appointed shall, subject to the approval of the Commission, hold office as delegates as if elected.
22. Where only the minimum number or fewer than the maximum number of delegates have been declared elected by acclamation or appointed, the delegates who have been declared elected or appointed may appoint eligible producers to the maximum number of delegate positions and the eligible producers so appointed shall, subject to the approval of the Commission, hold office as delegates as if elected.

23. The elections for the delegates in each zone are to be conducted in such a manner so that,
- a) up to three (3) delegates are elected in one year, and
  - b) up to four (4) delegates are elected in the following year.

**Term of office**

24. The term of office of a delegate
- a) commences on the announcement of the results of the elections held at the annual producer meeting, and
  - b) expires on the announcement of the results of the elections held at the annual producer meeting that takes place in the 2nd year following the year in which the term commenced.

**Number of terms**

25. An eligible producer shall not serve for more than five (5) consecutive terms as a delegate.
26. If an eligible producer serves for five (5) consecutive terms as a delegate, that eligible producer is not eligible to serve again as a delegate until one (1) year has expired following the expiry of that eligible producer's last term of office as a delegate.
27. Subject to section 28, for the purpose of determining the number of consecutive terms that an eligible producer has served as a delegate, any portion of a term of office served by a delegate shall be considered to be a term of office.
28. For the purpose of determining the number of consecutive terms that an eligible producer has served as a delegate, an unexpired term of office served by a delegate who is appointed or elected pursuant to sections 29 and 77(a) and section 22 of the Plan shall be considered to be a term of office only if the time served exceeds 12 months.

**Delegate vacancy**

29. If a delegate ceases to hold office before the expiry of that delegate's term of office, the other delegates in the zone
- a) shall, if the number of delegates falls below the minimum number required, and
  - b) may, if clause (a) does not apply

appoint another eligible producer from the zone as a delegate who shall, subject to the approval of the Commission, serve for the unexpired portion of that term of office.

### **Completion of term**

30. A delegate may complete that delegate's term of office even though,
- a) if the delegate is an eligible producer who is an individual, that delegate ceases to
    - (i) be an eligible producer, or
    - (ii) meet the requirements of sections 5 to 7
  - b) if the delegate is the representative of an eligible producer,
    - (i) that eligible producer ceases to be an eligible producer,
    - (ii) that delegate ceases to be the representative of an eligible producer, or
    - (iii) that delegate ceases to meet the requirements of sections 8 to 14.

## **PART 2 Directors**

### **Division 1 Commission**

#### **Commission**

31. The Commission shall consist of 12 directors elected pursuant to sections 37 and 38 with at least one director being elected from each zone.

#### **Responsibilities and authority of the Commission**

32. The responsibilities of the Commission, the authority delegated to the Commission by the Council and the direction, administration and management of the Commission's work, business and affairs, including the control and management of all the assets owned, held or acquired by the Commission, are vested in the directors.
33. Without restricting the generality of the foregoing, the Commission shall
- a) maintain an office in Calgary, Alberta,
  - b) hire one individual to be responsible for the day-to-day business, affairs and management of the Commission and prescribe the duties and fix the remuneration of this individual,
  - c) determine the title of the individual hired pursuant to clause (b),
  - d) allow the individual referred to in clause (b), under the direction and oversight of the Commission,

- (i) to retain other employees or contractors, other than the auditor appointed pursuant to the Plan, and
    - (ii) to prescribe the duties and remuneration payable to those employees and contractors,
  - e) shall open one or more bank accounts with one or more financial institutions and designate any officers, employees and other persons as persons permitted
    - (i) to sign cheques and other negotiable instruments,
    - (ii) to transact the business of the Commission with its financial institutions, and
    - (iii) generally, to do all things incidental to or in connection with the transaction of the business of the Commission with its financial institutions,
  - f) shall maintain or cause to be maintained books and records that from time to time may be required under the Act or the regulations or by virtue of any order of the Council or that may be required by the Commission.
34. The directors have the power to do all things necessary to carry out the purpose of these Bylaws and the responsibilities and authority of the Commission.
35. Where a person, entity or committee is authorized under section 6(2) of the Plan to exercise any power of the Commission,
- a) that person, entity or committee shall report back to the Commission with respect to the exercise of that power, and
  - b) the Commission shall retain a supervisory function to oversee the actions of that person, entity, or committee in the exercise of that power.

#### **Functions of directors**

36. In addition to any function that a delegate may carry out under these Bylaws, a director may
- a) attend Commission meetings,
  - b) at Commission meetings
    - (i) make representations on any matter pertaining to the Plan, these Bylaws or the operation of the Commission, and
    - (ii) vote on any matter under the Plan or these Bylaws,
  - c) vote at an election for the chair of the Commission, vice chair of the Commission and finance chair of the Commission,

- d) hold office as chair of the Commission, vice chair of the Commission or finance chair of the Commission,
- e) be elected or appointed by the Commission to committees in accordance with Part 4, and
- f) be elected or appointed by the Commission to represent the Commission on any task force, committee group or organization of which the Commission is a member or to which the Commission elects or appoints individuals.

### **Election of directors**

- 37. At the annual delegate meeting the delegates shall elect from among the delegates nominated to hold office, the number of directors to be elected to the Commission.
- 38. The elections of the directors are to be conducted in such a manner so that,
  - a) up to six (6) directors are elected in one year, and
  - b) up to six (6) directors are elected in the following year.
- 39. Where fewer than or only a sufficient number of eligible candidates have been nominated to fill the required number of director positions the returning officer shall declare those candidates nominated as directors as being elected by acclamation.
- 40. Where fewer than the required number of directors have been declared elected by acclamation, the directors that have been elected shall appoint from among the delegates an delegate to the remaining positions as director and those delegates so appointed shall, subject to the approval of the Council, hold office as a director as if elected.

### **Term of office**

- 41. The term of office of a director
  - a) commences on the announcement of the results of the elections held at the annual delegate meeting, and
  - b) expires on the announcement of the results of the elections held at the annual delegate meeting that takes place in the 2nd year following the year in which the term commenced.
- 42. Notwithstanding section 41 a director who was eligible for election pursuant to section 4(c) ceases to hold office on the announcement of the results of the elections held at the annual delegate meeting that takes place in the year immediately following the year in which the term commenced.



### **Number of terms**

43. Subject to section 25,
- a) a delegate, and
  - b) a director who was eligible for election pursuant to section 4(c)
- shall not serve for more than 5 consecutive terms as a director.
44. If persons referred to in section 43 serve for five (5) consecutive years as a director, those persons are not eligible to serve again as a director until one (1) year has expired from the expiry of that person's last term of office as a director.
45. Subject to section 46, for the purpose of determining the number of consecutive terms that a person referred to in section 43 has served as a director, any portion of a term of office served by a director shall be considered to be a term of office.
46. For the purposes of determining the number of consecutive terms that a person referred to in section 43 has served as a director, an unexpired term of office served by a person appointed or elected pursuant to sections 49, 50 and 77 and section 22 of the Plan shall be considered to be a term of office only if the time served exceeds 12 months.

### **Completion of term of office**

47. A director may complete that director's term of office even though that director
- a) ceases to be a delegate pursuant to section 24(b), or
  - b) in the case of a director who was eligible for election pursuant to section 4(c), ceases to be an eligible producer, a representative of an eligible producer or ceases to meet the requirements of sections 5 to 14, as the case may be.
48. If a director continues in office in accordance with section 47, that director may, until the expiry of that director's term of office, carry out only those functions that relate solely to the office held by that director.

### **Director vacancy**

49. Where a director ceases to hold office before the expiry of that director's term of office, the Commission may, subject to the approval of the Council, appoint an eligible delegate to serve in that office until the next annual delegate meeting.
50. Where a director ceases to hold office before the expiry of that director's term of office and
- a) the position is filled under section 49;
  - b) the position remains vacant until the next annual delegate meeting; or

- c) section 42 applies

the delegates shall, at the next annual delegate meeting, elect from among the delegates another eligible delegate to serve for the unexpired portion of the vacated term of office.

**PART 2**  
**Directors**

**Division 2**  
**Executive**

**Members of the executive**

51. The Executive of the Commission shall consist of
- a) a chair of the Commission,
  - b) a vice chair of the Commission,
  - c) a finance chair of the Commission,
  - d) the past chair of the Commission, except when the current chair of the Commission is re-elected for a subsequent term, and
  - e) subject to section 52, a director appointed by the chair, vice chair and finance chair.
52. Following the expiry of the term of office of the past chair or any vacancy in the office of the past chair, the chair, vice chair and finance chair may appoint a director as a member of the Executive.

**Functions**

53. The chair, vice chair, finance chair and past chair of the Commission must carry out only those responsibilities of the Commission that are delegated to the chair, vice chair, finance chair and past chair by the Commission.
54. The chair, vice chair, finance chair and past chair shall report to the Commission on their activities as required by the Commission.

**Election of chair, vice chair and finance chair**

55. After the directors have been declared elected at the annual delegate meeting the Commission shall hold a Commission meeting and that meeting must be held before the conclusion of that annual delegate meeting.
56. At the Commission meeting held under section 55, the Commission shall elect from among themselves
- a) a chair of the Commission,

- b) a vice chair of the Commission, and
- c) a finance chair of the Commission.

57. Where only one director has been nominated for the position of chair, vice chair or finance chair, the returning officer shall declare the directors nominated as chair, vice chair and finance chair as being elected by acclamation.

#### **Term of office**

58. The term of office of the chair, vice chair and finance chair,

- a) commences immediately on the chair, vice chair and finance chair being declared elected at the first Commission meeting held during the annual delegate meeting, and
- b) expires immediately on the directors being declared elected at the next annual delegate meeting.

59. The term of office of the past chair of the Commission

- a) commences immediately on the directors being declared elected at the annual delegate meeting, and
- b) expires immediately on the directors being declared elected at the next annual delegate meeting.

60. The term of office of a director appointed to the Executive pursuant to section 52

- a) commences immediately on the director being appointed to the Executive, and
- b) expires immediately on the directors being declared elected at the next annual delegate meeting or upon the director being removed from the Executive by the chair, vice chair or finance chair, whichever is earlier.

61. A chair, vice chair or finance chair may complete that chair's, vice chair's or finance chair's term of office even though that chair, vice chair or finance chair

- a) ceases to be a delegate pursuant to section 24(b), or
- b) in the case of a director who was eligible for election pursuant to section 4(c), ceases to be an eligible producer, a representative of an eligible producer or ceases to meet the requirements of sections 5 to 14, as the case may be.

#### **Executive vacancy**

62. Where a member of the Executive, other than the past chair of the Commission, ceases to hold office before the expiry of that member's term of office, the Commission may elect

another director to that position on the Executive to serve for the unexpired portion of that term of office.

### **Removal of the Executive**

63. The Commission may, at a special Commission meeting, remove the chair, vice chair or finance chair of the Commission, from office.
64. Where a vacancy is created by the removal of the chair, vice chair or finance chair under section 63,
  - a) the Commission may, at the special Commission meeting at which the chair, vice chair or finance chair was removed, appoint another director as chair, vice chair or finance chair to serve for the unexpired portion of that term of office, or
  - b) if a chair, vice chair or finance chair was not appointed under clause (a), that position may be filled under section 62.

### **Part 3**

#### **Removal of delegates and directors**

#### **Division 1**

#### **Restrictions on removal**

#### **Restrictions on Removal**

65. If a delegate is a director or the chair, vice chair or finance chair of the Commission, that delegate may not be removed without first having been removed
  - a) as a director, and
  - b) as the chair, vice chair or finance chair.
66. If a director is the chair, vice chair or finance chair of the Commission, that director may not be removed as a director, without first having been removed as the chair, vice chair or finance chair.

### **Part 3**

#### **Removal of delegates and directors**

#### **Division 1**

#### **Removal by electing body**

#### **Meeting definition**

67. For the purposes of this Division, meeting means:
  - a) in the case of a delegate, a producer meeting in the zone in question, and

- b) in the case of a director, an annual or special delegate meeting.

### **Removal process**

- 68. Producers may initiate the removal of a delegate from their zone by:
  - a) an ordinary resolution of the zone committee, or
  - b) a petition of the producers which shall be signed by 15 producers from the zone.
- 69. Delegates may initiate the removal of a director by:
  - a) an ordinary resolution of the Commission, or
  - b) a petition of the delegates which shall be signed by 7 delegates representing at least 3 zones.
- 70. The ordinary resolution and petition referred to in sections 68 and 69 must identify the delegate or director and specify the grounds on which the delegate or director is sought to be removed and the duty or responsibility the delegate or director has allegedly breached.
- 71. A petition referred to in sections 68(b) and 69(b) must contain the printed names, addresses and telephone numbers of each person signing the petition.
- 72. On receipt of the ordinary resolution or petition referred to in sections 68 and 69, the Commission:
  - a) shall call a meeting for the removal of the delegate or director, and
  - b) notwithstanding section 131 include the name of the delegate or director and the grounds on which the delegate or director is sought to be removed and the duty or responsibility the delegate or director has allegedly breached, in the notice calling the meeting.
- 73. Notwithstanding section 130, a notice of a meeting called for the purpose of removing a delegate or director and stating the date, hour and place of the meeting shall be provided no later than 21 days before the meeting is to take place:
  - a) by e-mail or facsimile to those persons entitled to vote; and
  - b) by personal delivery or registered mail to the delegate or director sought to be removed.
- 74. The delegate or director sought to be removed is entitled to be represented at the meeting and to make representations in respect to the resolution to remove the delegate or director from office.

75. The quorum prescribed by section 12 of the Plan must be present throughout the meeting.
76. The motion to remove a delegate or director shall be by secret ballot and determined by a majority vote of those present at the meeting unless, on or before the date of the meeting, the delegate or director resigns from office.

### **Filling vacancy created by removal**

77. Where a vacancy is created by the removal of:
  - a) a delegate, the producers may, at the meeting at which the delegate was removed, elect a delegate from among the eligible producers to serve for the unexpired portion of that term of office; or
  - b) a director, the delegates may, at the meeting at which the director was removed, elect a director from among the eligible delegates to serve for the unexpired portion of that term of office.
78. Subject to section 79:
  - a) if a delegate is not elected under section 77(a), the position may be filled under section 29; and
  - b) if a director is not elected under section 77(b), the position may be filled under section 49 or 50.
79. The individual removed as a delegate or director is not eligible to be elected or appointed to fill the vacancy created by the removal of that delegate or director.

### **Part 3**

#### **Removal of delegates and directors**

### **Division 2**

#### **Removal by the Commission**

#### **Removal process**

80. The Commission may initiate the process to remove a delegate or director by ordinary resolution of the directors.
81. The ordinary resolution referred to in section 80 must identify the delegate or director and specify the grounds on which the delegate or director is sought to be removed and the duty or responsibility the delegate or director has allegedly breached.
82. On an ordinary resolution being passed, the Commission:
  - a) shall call a meeting of the Commission for the removal of the delegate or director, and

- b) notwithstanding section 132 include the name of the delegate or director and the grounds on which the delegate or director is sought to be removed and the duty or responsibility the delegate or director has allegedly breached, in the notice calling the meeting.
83. Notwithstanding section 130, a notice of a Commission meeting called for the purpose of removing a delegate or director and stating the date, hour and place of the meeting shall be provided no later than 21 days before the meeting is to take place:
- a) by e-mail or facsimile to those persons entitled to vote; and
  - b) by personal delivery or registered mail to the delegate or director sought to be removed.
84. The delegate or director sought to be removed is entitled to be represented at the meeting of the Commission and to make representations in respect to the resolution to remove the delegate or director from office.
85. The delegates in the zone represented by the delegate or director are entitled to make written submissions to the Commission in respect of the special resolution to remove the delegate or director.
86. Notwithstanding section 12(1) of the Plan, for a Commission meeting to remove a delegate or director from office, the quorum is seventy-five (75) per cent of the directors and this quorum must be present throughout the meeting.
87. The motion to remove a delegate or director shall be by secret ballot and determined by a majority of not less than seventy-five (75) per cent of the votes of the directors present at the meeting unless, on or before the date of the meeting, the delegate or director resigns from office.

#### **Appeal of removal by Commission**

88. A delegate or director who is removed pursuant to sections 80 to 87 may appeal his or her removal by serving the Commission with a notice of appeal within five (5) business days after receiving notice of his or her removal as a delegate or director.
89. An appeal under section 88 stays the removal of the delegate or director pending the outcome of the appeal.
90. The following appeal procedure shall be followed:
- a) The Commission shall, within ten (10) business days after being served with a notice of appeal under section 88, appoint an appeal board to hear the appeal.
  - b) An appeal board must consist of not fewer than 3 and not more than 5 delegates, none of whom may be directors.

- c) The appeal board shall designate one of the members of the appeal board as the chair.
  - d) The Commission may prescribe the time within which an appeal board is to hear an appeal and render a decision, and the Commission may extend that time.
  - e) The Commission and the delegate or director removed by the Commission are entitled to be represented at an appeal before the appeal board and to make representations in respect of any matter that is related to the appeal.
  - f) The appeal board shall hear the appeal within thirty (30) days after the appeal board is appointed.
  - g) An appeal board that hears an appeal may:
    - (i) confirm the decision of the Commission to remove of the delegate or director; or
    - (ii) overturn the decision of the Commission to remove the delegate or director.
  - h) If the appeal board confirms the removal of the delegate or director, it may also direct that the individual removed as a delegate or director be ineligible to hold office as a delegate or director for a specified period, not to be longer than 2 years from the date of the decision.
  - i) An appeal board shall serve a copy of its decision, with reasons, on the Commission and the individual removed as a delegate or director.
  - j) The decision of the appeal board is final.
91. The Commission may establish rules and procedures for the conduct of an appeal under this Division.

**Filling vacancy created by removal**

92. Following the expiry of the appeal process, and subject to section 93, where a vacancy is created by the removal of a delegate or director, the vacancy may be filled under sections 29 or 49 or 50 as the case may be.
93. The individual removed as a delegate or director is not eligible to be elected or appointed to fill the vacancy created by the removal of that delegate or director.



**PART 4  
Committees**

**Division 1  
Zone Committees**

**Zone committees**

94. The Commission shall have five (5) zone committees.
95. Each zone committee shall consist of the number of delegates elected pursuant to section **Error! Reference source not found..**
96. A director from the zone shall be the chair of the zone committee.

**Role of the zone committee and delegates**

97. The role of the zone committees and the delegates is to
- a) act as the liaison between the producers in each zone and the Commission,
  - b) organize producer meetings, teleconferences, webcasts, mail-outs and other means to
    - (i) seek out the opinions and concerns of producers and to communicate that information to the Commission,
    - (ii) keep the producers informed as to the ongoing work and activities of the Commission,
  - c) represent the producers from their zones at the annual or special delegate meetings,
  - d) be willing and able
    - (i) to serve on standing and special committees established by the Commission,
    - (ii) to serve on the Governance Committee and the Audit Committee,
    - (iii) represent the Commission on any task force, committee, group or organization of which the Commission is a member or to which the Commission elects or appoints individuals.
98. The zone committees shall submit to the Commission a report and review of its activities at least once each year in advance of the annual delegate meeting.

**PART 4**  
**Committees**

**Division 2**  
**Standing or special committees**

**Establishment of committees**

99. The Commission may establish standing or special committees as the Commission may, from time to time, consider necessary and may provide for the following
- a) the election or appointment of the members and chair and vice chair, if any, of the committee,
  - b) the governance and operation of the committee, and
  - c) the duties and functions of the committee.
100. The Commission may, from time to time, dissolve, suspend or re-establish a committee established under section 99.

**Appointment of committee chairs and members**

101. The Commission shall appoint a chair of any committee established under section 99 from among any of the following
- a) the delegates,
  - b) the directors,
  - c) the eligible producers,
  - d) any person who is an individual not referred to in clauses (a) to (c).
102. In consultation with the chair of a committee appointed under section 101, the Commission may appoint the committee members from among any of the persons referred to in section 101.
103. The chair, vice chair and finance chair of the Commission are ex officio members non-voting members of all committees.

**Duties of committee**

104. The duties of a committee are
- a) to carry out the purpose, intent and responsibilities of the Commission with regard to the work assigned to the committee by the Commission, and
  - b) to investigate and make recommendations and reports on specific matters referred to the committee by the Commission.

105. Each committee shall submit to the Commission a report and review of the committee's activities at least once each year in advance of the annual Commission meeting.

**PART 4**  
**Committees**

**Division 3**  
**Governance and Audit Committees**

**Establishment**

106. The Commission shall establish a Governance Committee and Audit Committee and may provide for the following
- a) the governance and operation of the Governance Committee and Audit Committee, and
  - b) the duties and functions of the Governance Committee and Audit Committee.

**Appointment of chairs and members**

107. The members of the Governance Committee and Audit Committee shall be appointed as follows
- a) three (3) member appointed by the Commission, and
  - b) one (1) member appointed by the members of the Governance Committee and Audit Committee, respectively.
108. Subject to section 110, the members of the Governance Committee and the Audit Committee may be appointed from among any of the following
- a) the delegates,
  - b) the directors,
  - c) the eligible producers,
  - d) any person who is an individual not referred to in clauses (a) to (c).
109. The member of the Governance Committee and Audit Committee appointed under section 107(b) shall not be a not be a delegate.
110. The Commission shall elect the chair of the Governance Committee and the Audit Committee from the members of the Governance Committee and the Audit Committee respectively.

**Role of the Governance Committee**

111. The role of the Governance Committee is to

- a) develop and make recommendations to the Commission regarding matters of governance,
- b) identify and recruit qualified individuals to run for office,
- c) review from time to time the appropriate skills and characteristics required of directors and committee members in the context of the composition of the Commission and the committees,
- d) periodically review the regulations and, if appropriate, make recommendations to the Commission or any changes to the regulations,
- e) oversee the election of delegates and directors and the resolution process, and
- f) review and make recommendations for improvement to the election and resolution process.

112. The Governance Committee shall submit a report to the Commission at least once each year in advance of the annual delegate meeting and shall report to the delegates at the annual delegate meeting.

#### **Role of the Audit Committee**

113. The role of the Audit Committee is to

- a) assist the Commission in carrying out its responsibility for the organization's financial reporting, accounting systems, internal controls and audit processes,
- b) oversee and provide guidance to the Commission in the areas of finance and audit, and
- c) assist the Commission in communicating to producers how the service charge is spent in an effort to improve the level of accountability to the producers.

114. The Audit Committee shall submit a report to the Commission at least once each year in advance of the annual delegate meeting and shall report to the delegates at the annual delegate meeting.

### **PART 4 Committees**

#### **Division 4**

#### **Common committee provisions for all committees other than zone committees**

#### **Term of office**

115. The term of office of a chair of a committee

- a) commences on the announcement of the appointment of the chair of the committee, and
- b) expires on the announcement of the appointment of another person as the chair of the committee.

116. The term of office of a member of a committee

- a) commences on the announcement of the appointment of the person to the committee, and
- b) expires when the member is removed or replaced, or such other time as may be determined by the Commission.

117. A chair of a committee may complete that chair's term of office even though that chair ceases to be a delegate pursuant to section 24(b).

118. A chair of a committee may complete that chair's term of office even though that chair ceases to be a director pursuant to section 47.

119. If a chair of a committee continues in office in accordance with section 117 or 118, the chair of the committee may, until the expiry of that chair's term of office, carry out only those functions that relate solely to the office of the chair of the committee.

#### **Committee vacancy**

120. Where a chair of a committee ceases to hold office before the expiry of that chair's term of office, the Commission may appoint another individual as chair to serve for the unexpired portion of that term of office.

121. Where a member of a committee ceases to hold office before the expiry of that member's term of office as a member of that committee, the Commission, in consultation with the chair of that committee, may appoint another individual as a member of that committee to serve for the unexpired portion of that term of office.

#### **Removal of committee chairs**

122. The Commission may, at a meeting of the Commission, remove any chair of a committee from office.

123. Where a vacancy is created by the removal of a chair of a committee,

- a) the Commission may, at the meeting of the Commission at which the chair of the committee was removed, appoint another director as chair of the committee to serve for the unexpired portion of that term of office, or
- b) if a chair of a committee is not appointed under clause (a), that position may be filled under section 120.

### **Removal of committee members**

124. The Commission may, at a meeting of the Commission, remove any member of a committee from office.
125. Where a vacancy is created by the removal of a member of a committee,
  - a) the Commission may, at the meeting of the Board at which the member of the committee was removed, appoint another individual as a member of that committee to serve for the unexpired portion of that term of office, or
  - b) if a member of the committee is not appointed under clause (a), that position may be filled under section 121.

## **PART 5 Meetings**

### **Division 1**

#### **Commission and Committee Meeting Provisions, including Zone Committees**

#### **Calling meetings**

126. The Executive or a committee may, at the call of the chair, conduct meetings of the committee.
127. The Executive or a committee shall, on the written request of a majority of its members, conduct a meeting of Executive or committee, as the case may be.
128. A committee shall, on the written request of the Commission, conduct a meeting of the committee.
129. The Executive or a committee may hold a special meeting of the Executive or a committee, as the case may be, when the chair is of the opinion that circumstances warrant the holding of a special meeting.

#### **Notice of meetings**

130. Notice of a Commission meeting, Executive meeting or committee meetings stating the day, hour and place of the meeting shall be telephoned or sent by e-mail or facsimile to each member of the Commission, Executive, or committee, as the case may be, no less than five (5) days before the meeting is to take place.
131. The notice of the meeting need not specify the purpose of the business to be transacted at the meeting except in the case where a special resolution will be considered.
132. The statement of the individual referred to in section 33(b) or the chair of the meeting that notice has been given pursuant to the Bylaws shall be sufficient and conclusive evidence of the giving of such notice.

133. For the first meeting of the Commission held immediately following annual delegate meeting or for a meeting of the Commission at which a Director is appointed to fill a vacancy, no notice of such meeting shall be necessary to the newly elected or appointed Director in order for the meeting to be duly constituted, provided that a quorum of the Commission is present.
134. If an urgent meeting of the Commission, Executive, or committee is called for a specific purpose, the members of the Commission, Executive, or committee may unanimously consent to waive or reduce the notice requirement for that particular meeting and all proceedings and resolutions passed at that meeting relating to that specific purpose shall be valid notwithstanding that the otherwise required notice had not been given to the members.
135. Any abridgement of the notice period or an error or inadvertent omission in a notice of a meeting of the Commission, Executive, or committee or any adjourned meeting shall not invalidate such meeting or invalidate or make void any proceedings taken or had at such meeting and any member may at any time waive notice of any such meeting and may ratify, approve and confirm any and all proceedings taken or had thereat.

### **Voting**

136. All members of the Commission and the Executive, other than the Past Chair, and all members of the committees are eligible to vote on each matter put to the question at the meeting.

### **Quorum**

137. The quorum necessary for a committee to conduct business, hold a vote on any matter or have an election is a majority of the total number of voting members on the committee.
138. In determining whether a quorum exists, the ex officio members of a committee are not to be taken into account.
139. The quorum necessary for the Executive to conduct business or hold a vote on any matter is two (2) of the members of the Executive holding office not including the past chair of the Commission or a director appointed under section 52.

### **Minutes**

140. The Commission and a committee shall keep written minutes of all meetings of the Commission and the committee.
141. A committee shall provide copies of the unapproved minutes to the Commission within two (2) weeks of the meeting being held and a copy of the approved minutes within two (2) weeks of the minutes being approved.
142. The Commission and a committee shall provide copies of all approved minutes to the delegates within two (2) weeks of the minutes being approved.

**PART 5**  
**Meetings**

**Division 2**  
**National and Other Organizations**

**Commission membership in other organizations**

143. The Commission may become the provincial member of, elect or appoint individuals to sit as directors or members of and contribute funds to:

- a) the Canadian Cattlemen's Association,
- b) the Canadian Beef Cattle Research, Market Development and Promotion Agency, and
- c) any task force, committee, group, organization or person,

when, in the opinion of the Commission, that membership, election, appointment or contribution will further the purpose of these Bylaws and the objects of the Commission.

**PART 6**  
**Voting and Elections**

**Eligibility to vote re individual**

144. Where a producer is an individual, that producer may vote in an election or on any matter under the Plan and these Bylaws only if

- a) the producer's name appears on the current voters list, or
- b) the producer prior to the vote being cast, makes a declaration stating that he or she
  - (i) is a producer,
  - (ii) resides and is a producer within the zone in which the election or vote is being held or is a producer within the zone in which the election or vote is being held and is not a producer within the zone in which the producer or eligible producer resides,
  - (iii) has not previously voted in the election or on the matter in respect of which the producer wishes to cast a vote in either the zone in which the election or vote is being held or in any other zone, and
  - (iv) has not been appointed as the representative of a producer for the purpose of the election or the matter in respect of which the producer wishes to cast a vote.



### **Eligibility to vote re non-individual**

145. Where a producer is not an individual, the representative of the producer may vote in an election or on any matter under the Plan or these Bylaws only if
- a) the producer name appears on the current voters list, and
  - b) that representative, prior to the vote being cast, makes a declaration stating that
    - (i) the representative has been appointed in writing as the representative of the producer,
    - (ii) the representative is the only representative of the producer,
    - (iii) the producer carries on business and is a producer within the zone in which the election or vote is being held or is a producer within the zone in which the election or vote is being held and is not a producer within the zone in which the producer carries on business,
    - (iv) the representative of the producer resides within the zone in which the election or vote is being held or the representative is the majority owner of the producer and is a resident of Alberta,
    - (v) the representative has not, in the representative's own capacity as a producer, previously voted in the election or on the matter in respect of which the representative wishes to cast a vote in either the zone in which the election or vote is being held or in any other zone, and
    - (vi) the representative has not previously voted in the election or on the matter in respect of which the representative wishes to cast a vote on behalf of the producer in either the zone in which the election or vote is being held or in any other zone.

### **Declaration**

146. A declaration referred to in sections 144 and 145 shall,
- a) in the case of an election, be provided to or made before the returning officer or deputy returning officer, or
  - b) in the case of a vote other than an election, be provided to or made before a director or officer of the Commission.

### **Voting at producer meetings**

147. A producer who
- a) is entitled to vote in the zone, and

- b) is present at the annual or special producer meeting,  
is eligible to vote
- c) on each matter put to the question, and
- d) for such number of candidates for delegates as the producer chooses, not exceeding the number of delegates to be elected.

**PART 7**  
**Bylaw Amendments**

**Bylaw amendment, repeal or replacement**

148. The repeal or amendment or a new bylaw relating to the requirements of section 7 of the Plan may be initiated by:
- a) a resolution of the Commission, or
  - b) a petition of the delegates in accordance with section 149.
149. The Commission shall not accept a petition under section 148 unless the petition
- a) clearly states the proposed amendment or repeal of the Bylaws and the reason for the proposed amendment or repeal,
  - b) is signed by at least 20% of the delegates,
  - c) sets forth in a legible manner the name and address and the signature of each petitioner,
  - d) is presented to the Commission
    - (i) within 6 months from the date the first petitioner signed the petition, and
    - (ii) at least 90 days prior to an annual delegate meeting or a special delegate meeting.
150. Subject to section 7 of the Plan and section 151150, the Bylaws may be amended or repealed by a special resolution of the delegates.
151. For the purposes of section 150 a “special resolution” means a resolution passed:
- a) at a delegate meeting of which not less than 15 days’ advance notice is given to the delegates specifying the intention to propose the resolution with respect to the repeal or amendment of the Bylaws and details thereof; and
  - b) by a vote of not less than 2/3 of those delegates who, if entitled to do so, vote in person at the delegate meeting.

**PART 8  
Transition**

**Zones**

152. The 9 zones shall remain in effect until immediately prior to the first annual producer meeting held after these Bylaws come into effect, at which time there shall be the 5 zones as described in the Schedule.

**Delegates**

153. The persons who were zone delegates and cattle feeder council delegates immediately before these Bylaws came into effect shall hold office until the start of the first annual producer meeting held after these Bylaws come into effect, at which time all zone delegate and cattle feeder council delegate positions are terminated.

154. At the first annual producer meeting in each zone held after these Bylaws come into effect, the producers in each zone shall elect, from among the eligible producers nominated to hold office, a minimum of four (4) and a maximum of (7) delegates for their zone.

155. Following the announcement of the results of the elections of delegates under these Bylaws, the delegates who have been declared elected shall, for the purpose of section 23, appoint:

- a) up to three (3) delegates to hold office for a one-year term; and
- b) up to four (4) delegates to hold office for a two-year term.

156. Notwithstanding sections 25 to 28, the one-year term served by the delegates appointed under section 155 is not a term of office for the purpose of determining the number of consecutive terms served by a delegate.

**Directors**

157. The persons who were Commission directors immediately before these Bylaws came into effect shall hold office as directors until the close of the first annual delegate meeting held after these Bylaws come into effect.

158. At the first annual delegate meeting held after these Bylaws come into effect and in accordance with section 31, the delegates shall elect:

- a) six (6) directors to hold office for a one-year term; and
- b) six (6) directors to hold office for a two-year term.

159. Notwithstanding sections 43 to 46, the one-year term served by the directors elected under section 158 is not a term of office for the purpose of determining the number of consecutive terms served by a director.

**Chair, vice chair and finance chair**

160. The persons who were the chair, vice chair and finance chair immediately before these Bylaws came into effect shall hold office as chair, vice chair and finance chair until the close of the first annual delegate meeting held after these Bylaws come into effect.

### Schedule - Zones

**Southeast Zone** comprises those lands that are located within the following areas:

- (a) Cypress County;
- (b) County of Forty Mile No. 8;
- (c) County of Warner No. 5;
- (d) Municipal District of Taber;
- (e) County of Newell;
- (f) Vulcan County;
- (g) Wheatland County;
- (h) Kneehill County;
- (i) Starland County;
- (j) Town of Drumheller;
- (k) County of Stettler No. 6;
- (l) County of Paintearth N. 18;
- (m) Special Area No. 2;
- (n) Special Area No. 3;
- (o) Special Area No. 4;
- (p) Municipal District of Acadia No. 34;
- (q) any city, town, or village that is encompassed by the land described in clauses (a) to (p).

**Southwest Zone** comprises those lands that are located within the following areas:

- (a) Cardston County;
- (b) Improvement District No. 4 (Waterton);
- (c) Municipal District of Pincher Creek No. 9;
- (d) Municipality of Crowsnest Pass;
- (e) Municipal District of Willow Creek No. 26;
- (f) Lethbridge County;
- (g) Municipal District of Ranchland No. 66;
- (h) Foothills County;
- (i) City of Calgary;
- (j) Kananaskis Improvement District;
- (k) Rocky View County;
- (l) Municipal District of Bighorn No. 8;
- (m) Improvement District No. 9 (Banff);
- (n) Mountain View County;
- (o) Clearwater County;
- (p) Red Deer County;
- (q) any city, town, or village that is encompassed by the land described in clauses (a) to (p).

**Central Zone** comprises those lands that are located within the following areas:

- (a) Lacombe County;
- (b) Ponoka County;

- (c) County of Wetaskiwin No. 10;
- (d) Leduc County;
- (e) Strathcona County;
- (f) Improvement District No. 13 (Elk Island)
- (g) City of Edmonton;
- (h) Sturgeon County;
- (i) Thorhild County;
- (j) Athabasca County;
- (k) Municipal District of Opportunity No. 17;
- (l) Municipal District of Lesser Slave River No. 124;
- (m) Woodlands County;
- (n) Westlock County;
- (o) County of Barrhead No. 11;
- (p) Lac Ste. Anne County;
- (q) Parkland County;
- (r) Brazeau County;
- (s) Yellowhead County;
- (t) Improvement District No. 12 (Jasper National Park)
- (u) Municipality of Jasper;
- (v) Improvement District No. 25 (Willmore Wilderness);
- (w) any city, town, or village that is encompassed by the land described in clauses (a) to (v).

**Northwest Zone** comprises those lands that are located within the following areas:

- (a) County of Grande Prairie No. 1;
- (b) Municipal District of Greenview No. 16;
- (c) Big Lakes County;
- (d) Municipal District of Smoky River No. 130;
- (e) Birch Hills County;
- (f) Municipal District of Spirit River No. 133;
- (g) Saddle Hills County;
- (h) Municipal District of Fairview No. 136;
- (i) Municipal District of Peace No. 135;
- (j) Northern Sunrise County;
- (k) County of Northern Lights;
- (l) Clear Hills County;
- (m) Mackenzie County;
- (n) any city, town, or village that is encompassed by the land described in clauses (a) to (m).

**Northeast Zone** comprises those lands that are located within the following areas:

- (a) Camrose County;
- (b) Flagstaff County;
- (c) Municipal District of Provost No. 52;
- (d) Municipal District of Wainwright No. 61;

- (e) Beaver County;
- (f) Lamont County;
- (g) County of Minburn No. 27;
- (h) County of Vermilion River;
- (i) County of Two Hills no. 21;
- (j) Smoky Lake County;
- (k) County of St. Paul No. 19;
- (l) Municipal District of Bonnyville No. 87;
- (m) Lac La Biche County;
- (n) Regional Municipality of Wood Buffalo;
- (o) Improvement District No. 24 (Wood Buffalo Park);
- (p) Improvement District No. 349;
- (q) any city, town, or village that is encompassed by the land described in clauses (a) to (p).





(Consolidated up to 88/2015)

**ALBERTA REGULATION 286/2009**

**Marketing of Agricultural Products Act**

**ALBERTA BEEF PRODUCERS PLAN REGULATION**

**DRAFT AMENDMENTS**

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## Part 4 Election of Commission

- 19 Voting
- 20 Destruction of ballots, etc.
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Schedule

### Interpretation

**1(1)** In this Regulation,

- (a) “Act” means the *Marketing of Agricultural Products Act*;
- (a.1) “assets” means economic resources controlled by the body as a result of past transactions and from which future economic benefits may be obtained;
- (a.2) “auditor” means a [professional accounting firm registered under the \*Chartered Professional Accountants Act\* and authorized to perform an audit engagement](#);
- (b) “bylaw” means a bylaw of the Commission;
- (c) “Canada Act” means the *Farm Products Agencies Act* (Canada);
- (d) “Canada Board” means the Canadian Beef Cattle Research, Market Development and Promotion Agency established pursuant to the *Farm Products Agencies Act* (Canada);
- (e) “cattle” means an animal of the species *Bos taurus* or *Bos indicus*;
- (f) [repealed](#)
- (g) “cattle products” means
  - (i) beef, or
  - (ii) offal, hides or other by-products from the slaughter and processing of cattle;
- (h) “Commission” means Alberta Beef Producers;
- (i) “Commission meeting” means a meeting of the [directors](#);

- (j) “Commission regulation” means the *Alberta Beef Producers Commission Regulation* (AR 204/98);
- (k) “dealer” means a person who is required to be or who is licensed as a livestock dealer or livestock dealer’s agent under the *Livestock Identification and Commerce Act*;
- (l) “delegate” means an individual elected or appointed as a delegate as provided for in the bylaws;
- (m) “delegate meeting” means a meeting of the delegates of the Commission;
- (m.1) “investment” means a commitment of assets in order to gain a financial return but does not include an expenditure of assets for the purposes of research and development or current operations;
- (n) “Plan” means the Alberta Beef Producers Plan;
- (o) “producer” includes a person who
  - (i) raises, feeds or owns cattle,
  - (ii) is entitled to a share of the cattle raised by a producer or any portion of the revenue derived from the sale of the cattle, or
  - (iii) takes possession of cattle from a producer under a security interest as defined in the *Personal Property Security Act* or any other security for a debt;
- (p) “producer meeting” means a meeting of the producers of a specific zone as provided for in the bylaws;
- (q) “regulated product” means cattle and cattle products;
- (r) “zone” means a zone as described in the [bylaws](#).

AR 286/2009 s1;28/2011; 88/2015 s2

## **Part 1 Plan**

### **Plan and Commission continued**

**2** The Alberta Beef Producers Plan and Alberta Beef Producers continued under the *Alberta Beef Producers Plan Regulation* (AR 336/2003) are continued under this Regulation.

### **Application**

**3(1)** The agricultural products to which this Plan applies are cattle and cattle products.

(2) This Plan applies to all of Alberta.

### **Zones**

3.1 For the purposes of this Plan, Alberta is divided into the zones set out in the bylaws.

### **Purpose of Plan**

**4(1)** The purpose of this Plan is to enable the Commission to initiate and carry out projects or programs respecting the production or marketing of the regulated product.

(2) Without limiting subsection (1), the Commission may

- (a) initiate and carry out projects and programs for the following purposes:
  - (i) to assist, educate and inform producers, dealers, processors and other persons with a commercial interest in the cattle industry in developing and improving their production and marketing of the regulated product;
  - (ii) to expand market awareness and demand for cattle and cattle products, including the development and promotion of markets for the regulated product and the education of consumers;
  - (iii) to generally develop and promote the cattle industry;
  - (iv) to advise and lobby government on matters concerning the cattle industry;
  - (v) to research and study the production, marketing and processing of the regulated product, including studies and research concerning the improvement of the regulated product and the development and use and consumption of the regulated product;
  - (vi) to support and co-operate with other persons and with governments when, in the opinion of the Commission, such support and co-operation will further the purposes of this Plan and the objects of the Commission;

- (vii) to communicate with producers, dealers, processors and other persons with a commercial interest in the cattle industry and to communicate with the public;
- (b) become a member of, elect or appoint individuals to sit as directors or members of and contribute funds to any provincial or national task force, committee, group, organization, agency or person when, in the opinion of the Commission, that membership, election, appointment or contribution will further the purposes of this Plan and the objects of the Commission;
- (c) co-operate with or act as an agent of the Canada Board;
- (d) enter into an agreement with the Canada Board to support the establishment and operation of a promotion and research agency under the Canada Act;
- (e) repealed AR 170/2010 s2.

**(3)** The Commission must pay all levies collected from producers on behalf of the Canada Board to the Canada Board.

AR 286/2009 s4;170/2010

#### **Regulations to operate Plan**

**4.1(1)** For the purposes of enabling the Commission to operate this Plan, the Commission may be empowered by the Council, pursuant to section 26 of the Act, to make regulations

- (a) requiring producers engaged in the marketing of a regulated product to register their names and addresses with the Commission,
- (b) requiring any person who produces, markets or processes a regulated product to furnish to the Commission any information or record relating to the production, marketing or processing of the regulated product that the Commission considers necessary,
- (c) providing for
  - (i) the assessment, charging and collection of service charges from producers from time to time for the purposes of this Plan,
  - (ii) the assessment, charging and collection of levies from producers from time to time for the purposes of this Plan, and

- (iii) the taking of legal action to enforce payment of the service charges and levies, as the case may be,
  - (d) requiring any person who receives a regulated product from a producer
    - (i) to deduct from the money payable to the producer any service charges or levies, as the case may be, payable by the producer to the Commission, and
    - (ii) to forward the amount deducted to the Commission,
  - (d.1) respecting the circumstances, if any, under which a service charge may be refunded to a producer;
  - (e) providing for the use of any class of service charges, levies or other money payable to or received by the Commission for the purpose of paying its expenses and administering this Plan and the regulations made by the Commission, and
  - (f) providing for payment to the Canada Board of money that is payable under the Canada Act.
- (2) Repealed AR 23/2013 s2. AR 170/2010 s3;23/2013;88/2015
- 5 Repealed AR 88/2015 s4.

## **Part 2 Requirements Respecting the Operation of the Plan**

### **Duty to administer**

- 6(1)** The Commission is responsible for the administration of
- (a) this Plan, and
  - (b) the Commission regulation, as well as the bylaws and policies made by the Commission.
- (2)** The Commission may delegate a power, duty or function of the Commission, excluding the power to make regulations, bylaws or policies.
- (3)** The Commission
- (a) when investing its assets must make prudent investments in accordance with the requirements of section 3 of the *Trustee Act* respecting the investment of assets and may

delegate to an agent in accordance with section 5(1) to (3) of that Act;

- (b) must establish policies respecting the management of its assets as required by the *Operation of Boards and Commissions Regulation* (AR 26/99);
- (c) subject to section 5, to finance the purposes of the Plan, may retain earnings and revenues from year to year.

AR 286/2009 s6;28/2011

### **Bylaws**

**7(1)** Without restricting section 16 of the *Interpretation Act*, the Commission may make bylaws for the purpose of administering this Plan.

**(2)** The bylaws form a part of this Plan to the extent they do not conflict with the Act, this Plan and the Commission regulation. To the extent there might be a conflict, the Act, this Plan and the Commission regulation prevail.

**(3)** A bylaw, including an amendment or repeal, is not effective until it is approved

- (a) by a two-thirds majority vote of the delegates at an annual delegate or special delegate meeting, and
- (b) by the Council if the bylaw is in respect of
  - (i) an election or appointment under the Plan with respect to a **director** or delegate, including those bylaws addressing vacancies and removal,
  - (ii) the maximum number of consecutive terms that may be served as a **director**, and
  - (iii) a matter specified in writing by the Council.

**(4)** The Commission shall make bylaws with respect to at least the following:

- (a) the notice to be given to a **director** of a Commission meeting under section 11(1);
- (b) providing for the election and appointment of producers as delegates in respect of a zone, including eligibility requirements, filling vacancies and removal from office;
- (c) setting out eligibility requirements with respect to voting and running for office as a **director** or a delegate;

- (d) providing for the election of **directors** as the chair, vice chair or finance chair of the Commission;
- (e) the term of office of a director;
- (e.1) the maximum number of consecutive years that may be served by a director;
- (f) the removal of **directors and delegates** from office;
- (g) any other matter required by this Plan, the Commission regulation or by a written request of the Council to be addressed by bylaw.

AR 286/2009 s7;88/2015

#### **Commission meetings**

**8(1)** The Commission shall hold a Commission meeting at least 4 times per year as provided for in the bylaws.

**(2)** The Commission shall also hold a Commission meeting on the written request of

- (a) the Commission chair,
- (b) a majority of **directors**, or
- (c) the Council.

AR 286/2009 s8;88/2015

#### **Delegate meetings**

**9(1)** The Commission shall hold an annual delegate meeting once each **calendar** year and no later than 15 months after the previous annual delegate meeting.

**(2)** The Commission shall hold a special delegate meeting on the written request of

- (a) no less than 25% of the delegates, or
- (b) the Council.

**(3)** Subsection (2) does not limit the ability of the Commission to hold a special delegate meeting on its own initiative.

#### **Zone producer meetings**

**10(1)** The Commission shall hold an annual producer meeting for each zone before it holds the annual delegate meeting referred to in section 9.



(2) The Commission shall hold a special producer meeting on the written request of

- (a) 25 producers who are eligible to vote at a meeting in that zone, or
- (b) the Council.

(3) An annual or special producer meeting may be held over a series of individual meetings, the total of which shall constitute the annual or special producer meeting, as the case may be.

(4) Subsection (2) does not limit the ability of the Commission to hold a special producer meeting on its own initiative.

#### **Notice of meetings**

**11(1)** The chair of the Commission shall give notice of a Commission meeting to the [directors](#) in accordance with the bylaws.

(2) The Commission shall give written notice of

- (a) a delegate meeting by sending the notice to the last known physical or electronic address of each delegate in the records of the Commission, or
- (b) a producer meeting by publishing the notice in a newspaper circulating in the respective zone.

(3) A notice required to be given or published under subsection (2) shall

- (a) be given or published at least 15 days in advance of the meeting, and
- (b) set out the time, location, date and purpose of the meeting.

AR 286/2009 s11;88/2015

#### **Quorum**

**12(1)** For a Commission meeting, quorum is a majority of its directors.

(2) For a delegate meeting, quorum is a majority of the delegates.

(3) For a producer meeting for a zone, quorum is 15 producers and, if the meeting is held over a series of meetings, not less than 5 producers per meeting.

AR 286/2009 s12;88/2015

**Auditor**

- 13(1)** The Commission shall have an auditor.
- (2)** The auditor shall be appointed by a vote of the delegates at an annual or special delegate meeting.

**Part 3  
Directors**

**Commission**

- 14(1)** The Commission shall consist of [12 directors](#).
- (2)** The directors shall be elected by the delegates at the annual delegate meeting.
- (3)** The election for directors shall be conducted in accordance with the process set out in the bylaws.
- (4)** The term of office of a director, including the maximum number of years that may be served by a director, shall be set out in the bylaws.

AR 286/2009 s14;88/2015

**Elections and term of office**

**15** Repealed

AR 286/2009 s15;88/2015

**Removal**

**16** A [director or delegate](#) may be removed from office as provided for in the bylaws.

AR 286/2009 s16;88/2015

**Vacancy**

**17** If a [director](#) ceases to hold office before the expiry of that director's term, the Commission may, subject to the approval of the Council, appoint a delegate to fill [the position until the conclusion of the next annual delegate meeting](#).

AR 286/2009 s17;88/2015

**Appointment of returning officer**

- 18(1)** The Commission shall appoint a returning officer with respect to an election held under this Plan or the bylaws.
- (2)** The returning officer may appoint deputy returning officers.

**(3)** The returning officer, in respect of an election under this Plan or the bylaws,

- (a) shall compile and maintain a voters list of delegates who are entitled to vote under this Plan and the bylaws,
- (b) may compile and maintain a voters list of producers or persons who are entitled to elect a delegate under this Plan and the bylaws,
- (c) shall ensure that a person does not cast a vote in an election for a **director** or delegate except in accordance with this Plan and the bylaws, and
- (d) shall permit scrutiny by a candidate's scrutineer of all the actions of the returning officer and the deputy returning officers.

AR 286/2009 s18;88/2015

## **Part 4 Election of Commission**

### **Voting**

**19** A person is not entitled to vote in an election for a delegate or a **director** unless that person is eligible to vote in accordance with the bylaws.

AR 286/2009 s19;88/2015

### **Destruction of ballots, etc.**

**20** Unless otherwise directed by the Council, no person shall destroy any records or ballots in respect of an election until 45 days have elapsed from the date of the election.

### **Election irregularities**

**21(1)** A producer may apply to the Council in writing to have an election of a delegate or a **director** declared invalid within 30 days of the election on the following grounds:

- (a) the eligibility of a candidate;
- (b) the eligibility of a voter;
- (c) a matter relating to a ballot or the tabulation of ballots;
- (d) an irregularity with respect to the conduct of an election.

**(2)** If an application is received in accordance with subsection (1), the Council shall order a new election if the Council considers that

- (a) the candidate was not eligible, or
  - (b) the matter complained of materially affected the result of the election.
- (3) If an application is not received in accordance with subsection (1), then the election is deemed to have been valid.

AR 286/2009 s21;88/2015

### **Vacancy**

**22** To address a vacancy that arises as a result of the operation of section 21, the Council may

- (a) require a new election be held,
- (b) appoint an individual who is eligible to be elected, or
- (c) leave the vacancy to be addressed as may be provided for under this Plan or the bylaws.

**23** Repealed by AR 88/2015 s18.

**24** Repealed by AR 88/2015 s17.

### **Transition**

Notwithstanding section 9(1) of the *Alberta Beef Producers Plan Regulation* (AR 286/2009), the Commission is not required to hold an annual delegate meeting in calendar year 2020 and the first annual delegate meeting following this regulation coming into force may be held in calendar year 2021.

Notwithstanding sections 14(1) and 14(2) of the *Alberta Beef Producers Plan Regulation* (AR 286/2009), the Commission directors holding office immediately before this Regulation comes into force shall hold office as directors until the close of the first annual delegate meeting held after this Regulation comes into force.

Sections 2(b) and 5(b)(ii) of the *Alberta Beef Producers Plan Amendment Regulation* have effect at the commencement of the first annual producer meeting held in 2020.

Sections 10 and 11 of the *Alberta Beef Producers Plan Amendment Regulation* have effect at the commencement of the first annual delegate meeting held after this Regulation comes into force.

**Review**

**25** In compliance with the ongoing regulatory review initiative, this Regulation must be reviewed on or before June 30, 2025.

AR 286/2009 s25;88/2015

**Schedule**

**Zones - repealed**



## Semi-Annual General Meeting Resolutions

### Special Resolution 1

BE IT RESOLVED THAT the ABP Bylaws be repealed in their entirety and restated and replaced with the Bylaws attached to the Notice of Special Resolutions.

#### **MOTION TO AMEND THE SPECIAL RESOLUTION TO REPEAL AND REPLACE THE ABP BYLAWS**

IT IS HEREBY MOVED THAT THE PROPOSED BYLAWS BE AMENDED AS FOLLOWS:

**a) Sections 43 and 44 be amended to change “5” to “10” and change “terms” to “years” and read as follows:**

43. Notwithstanding section 41 and subject to section 25,

a) a delegate, and

b) a director who was eligible for election pursuant to section 4(c)

shall not serve for more than ten (10) consecutive years as a director.

44. If persons referred to in section 43 serve for ten (10) consecutive years as a director, those persons are not eligible to serve again as a director until one (1) year has expired from the expiry of that person’s last year of office as a director.

**b) Section 46 be amended to read as follows:**

46. For the purposes of determining the number of consecutive years that a person referred to in section 43 has served as a director, any portion of an unexpired year of office served by a person appointed or elected pursuant to sections 49, 50 and 77 and section 22 of the Plan shall be considered to be a year served as a director.

**c) Delete section 159 which reads as follows and renumber the remaining sections.**

159. Notwithstanding sections 43 to 46, the one-year term served by the directors elected under section 158 is not a term of office for the purpose of determining the number of consecutive terms served by a director.

### Amended Special Resolution 1

BE IT RESOLVED THAT the ABP Bylaws be repealed in their entirety and restated and replaced with the Bylaws attached to the Notice of Special Resolutions as amended by the motion to amend the Special Resolution.

### Special Resolution 2

BE IT RESOLVED THAT the ABP Plan Regulation be amended to reflect the changes the zones and to the election of directors as set out in the amended Bylaws .

### **Special Resolution 3**

BE IT RESOLVED THAT the ABP Executive be authorized to make whatever consequential changes and edits of a housekeeping nature that may be required to put the amended Bylaws and Plan Regulation in final form for submission to Marketing Council for approval.

### **AGM Postponed Resolution**

“BE IT RESOLVED THAT the semi-annual meeting be eliminated.”

### **Form of Vote**

The amended Bylaws must be approved by a special resolution of the delegates. By section 82(4) of the Bylaws, a “special resolution” means a resolution passed:

- (a) at a meeting of which not less than 15 days’ notice specifying the intention to propose the resolution has been duly given; and
- (b) by a vote of not less than 2/3 of those who, if entitled to do so, vote in person.

### **Quorum**

By section 12 of the Plan Regulation, a quorum for an annual or special delegate meeting is a majority of the delegates.





**KELLY SMITH-FRASER**  
Chair

# CHAIR REPORT

When we were last together at the AGM in December, none of us thought that we would now be in the middle of a global pandemic unlike anything seen in our lifetimes. I can tell you that COVID-19 has dominated our thoughts and actions at ABP since the middle of March. Our directors and staff have been working from home and communicating by phone and online, but we have been focused on listening to producers and working hard for them.

Since COVID-19 is a global pandemic and not a provincial issue, we have been working closely with the Canadian Cattlemen’s Association (CCA) to address the impacts on the cattle and beef industry. While coordinating our work with CCA, we have also been collaborating with the Alberta Cattle Feeders’ Association (ACFA) in extensive discussions with the Government of Alberta to ensure that our provincial government understands the needs and priorities of Alberta producers. Our first priorities have been keeping packing plants and borders open, cattle and beef moving and maintaining movement of supplies to farms, ranches and the processing facilities. If we can keep commerce going, strong beef demand and markets will help our industry to weather the storm of COVID-19.

Our industry organizations were successful in having the entire agri-food supply chain declared essential services and we were able to persuade the federal and provincial governments to recognize COVID-19

as a natural disaster to qualify for AgriRecovery funding. We do have federal/provincial AgriRecovery funding in Alberta for a fed cattle set-aside program that will address the most urgent need facing our industry with reductions in processing capacity in Alberta and across North America. ABP and ACFA, along with CCA, are working with Agriculture and Forestry and AFSC staff members to create terms and conditions for a set-aside program that will make it as effective as possible at dealing with the huge backlog (170,000 head at the end of May) of cattle that are ready for harvest at processing plants.

In addition to the work on the set-aside program, ABP received ACFA support for a joint submission of a proposal to provide immediate financial assistance to cow calf and backgrounding producers facing extremely uncertain markets in the fall. We proposed that the Government of Alberta provide funding to reduce the premiums on cow calf and feeder policies under the Western Livestock Price Insurance Program (WLPIP), as the Government of Saskatchewan has announced. We have also asked the Alberta government to support the growing federal and provincial initiative to eliminate the Reference Margin Limit on AgriStability, a change that would make the program more predictable, bankable and equitable for cow calf producers. At the time of writing this report, we have not had a response to our requests, but we will continue to press the government for action to support these producers.

Even in the absence of financial assistance with premiums, we have been encouraging producers to consider taking WLPIP policies to protect the prices they will receive on their cattle this fall.

Although COVID-19 has dominated our attention for the past three months, it is not the only priority for

ABP and the Board of Directors. On the following pages of this report, you will see the activities and projects ABP staff have been executing, while working from home and following COVID-19 protocols. We have concluded our search for a new General Manager with Rich Smith leaving at the end of June. We will announce the new General Manager before the Semi-AGM and the person will begin following the Semi-AGM.

The Board of Directors approved the ABP strategic plan for 2020-21 with a renewed set of strategic objectives for the year. After careful deliberation, the board also approved a budget for 2020-21 that is slightly lower than the budget from the previous year. You will hear more about the strategic plan and the budget during the online Semi-AGM general session. Finally, we will be seeking your approval for the regulation and bylaw amendments that will implement the structural changes you approved at the AGM in December.

I look forward to hearing our discussions at the Semi-AGM. This is truly a challenging and unsettled time, but together we can ensure that ABP effectively supports producers and our industry. ▼

Regards,

**Kelly Smith-Fraser, Chair**

- Melanie Wowk, Vice Chair
- Brad Osadczuk, Finance Chair
- Charlie Christie, Past Chair
- Darren Bevans, Zone 2
- Jim Bowhay, Zone 3
- Shawn Freimark, Zone 4
- Cathy Sharp, Zone 5
- Assar Grinde, Zone 6
- Colin Campbell, Zone 7
- Emil Dmytriw, Zone 8
- Mike Nadeau, Zone 9
- Brodie Haugan, Director at large
- Fred Lozeman, Director at large
- Kolton Kasur, Director at large
- Chris Israelson, CFC
- Jason Hale, CCC

# AUDIT COMMITTEE

Audit committees are viewed as a critical component of the overall corporate governance process. The ABP Audit Committee was appointed by the Board of Directors to assist the board in fulfilling its oversight role and to help discharge its fiduciary responsibilities. The primary tasks of the Audit Committee are to:

- Identify and monitor the management of principle risks that could impact financial reporting.
- Monitor the integrity of the financial reporting process and the system of internal controls regarding financial reporting and accounting compliance.
- Monitor the independence and performance of the external auditors.
- Provide an avenue of communication between the auditor, management, and the Board of Directors.

The Audit Committee is comprised of:

One member appointed by the Board of Directors;

One member appointed by the Cattle Feeder Council;

One member appointed by the Cow Calf Council; and

One non-delegate member appointed by the members of the Audit Committee.

The Audit Committee has reviewed and considered ABP's internal control and risk management procedures as well as the financial reporting and disclosure procedures. The committee will meet with the auditors to review the final audited financial statements just prior to the commencement of the ABP Semi-Annual Meeting.

The members of the Audit Committee are dedicated to the beef industry in Alberta and have demonstrated that commitment through a willingness, not only to offer their time and hard work for the greater good of the industry, but more importantly, to offer it with enthusiasm and good humour. ♥

Regards,

**George L'Heureux, Chair**

Assar Grinde, Board of Directors  
Martin Clausen, Cow Calf Council  
Howard Bekkering, Independent

# GOVERNANCE COMMITTEE

The ABP Governance Committee is one of two oversight committees prescribed in the ABP by-laws and is responsible for oversight of the governance policies and practices of the organization. In this role, the committee reviews ABP corporate governance guidelines and practices, monitors trends and best practices in corporate governance, and makes recommendations to the Board of Directors regarding appropriate changes in corporate governance. These changes could affect the governance provisions of the ABP Plan Regulation and bylaws, as well as the board's policies and practices.

The Governance Committee was established by the Board of Directors and currently consists of four members supported by the Executive Director. Three members are appointed by the Board of Directors, Cow Calf Council, and Cattle Feeder Council, respectively. The fourth member is appointed by the committee and is an independent person from outside the organization, not directly involved as a delegate with ABP. This year, the committee appointed Howard Bekkering, a past ABP delegate and director, as the non-delegate member of the committee. The committee members also recommended that he become chair of the Governance Committee, which was approved by the board.

Over the past ten years, the Governance Committee has completed a thorough review of ABP governance policies and practices, as well as developing a number of important and useful governance documents. The committee has prepared documents describing delegate, director, and zone committee responsibilities. The

committee led the preparation of the Code of Conduct and Conflict of Interest Policy, a Concerns and Complaints Procedure, and the ABP Governance Manual. Most recently, the Governance Committee completed the development of the ABP Workplace Respect, Violence, and Harassment Policy.

The role of the Governance Committee has evolved as the Board of Directors has placed more focus and attention on governance. The board includes a session on governance and policy on every meeting agenda. For the past two years, the first full meeting of the new Board of Directors has included a lengthy session on governance provided by consultants.

During the first of these sessions, the directors identified gaps in ABP governance policies that need to be addressed. The board has established a small working group, including two Governance Committee members, to work with a consultant on improving the policies. While our Governance Manual is seen as a good foundation for the organization, there are a number of critical policies that are either missing or poorly stated in the governance policy section of the Policy Manual. Work on the policies was delayed last year, but will resume and hopefully be concluded this year.

With the conclusion of the Regulatory Review and plans to approve amendments to the ABP Plan Regulation and Bylaws at the Semi-AGM, the Governance Committee held an online meeting at the beginning of April to consider its input to the amendments. The committee had previously identified the need to require further responsibility and accountability from ABP delegates, as well as are people representing ABP on outside boards, committees and working groups. The process of amending the regulations and bylaws provides a good opportunity for implementing these changes.

The meeting began with a review of an incident that had occurred at the ABP AGM last December. This incident has been investigated by the Chair of the Governance Committee, working with the Executive Director. The Governance Committee recommended action to address the incident and these actions were completed. The incident is closed and the file on the incident will be retained in a locked drawer in the Executive Director's office.

The Governance Committee believes that ABP delegates should be required to read and sign a Code of Conflict and Conflict of Interest Policy similar to the policy signed by directors each year. The current policy will be modified to make it appropriate for delegates. The committee has recommended that ABP outline more detailed responsibilities for delegates, directors, producers and other people who act as designated representatives of ABP in outside organizations.

The committee believes that the ABP Board of Directors should have the ability to remove delegates for serious breaches of the Code of Conduct or other ABP policies. The ABP bylaws already allow the board to remove directors in exceptional circumstances by following a strict and carefully controlled process. The Governance Committee is suggesting a similar process could be used by the board to remove a delegate in exceptional circumstances. The committee recommended that this process be incorporated into the ABP bylaw amendments. ▼

Sincerely,

**Howard Bekkering, Chair**

Fred Lozeman, Board of Directors  
Jodi Flaig, Cow Calf Council  
Joanne Solverson, Cattle Feeder Council

# COW CALF COUNCIL

Although ABP delegates voted on resolutions at the AGM to eliminate both councils, the Cow Calf Council (CCC) remains active until this change comes into effect. The CCC has continued work through several committees that will likely continue once the council is dissolved. These working groups include: Wildlife Committee, Safety Net Committee, Ecosystem Services Committee, cull cow working group and a cow calf extension working group. The CCC has seven new members bringing renewed energy and ideas to the council and subcommittees. We are fortunate to have keen interest in the council and it has already resulted in several actions this year.

The council met several times this spring and developed a 2020-21 workplan with several objectives and targets for each committee to pursue. In addition to our committee work, members of the CCC also participate in external organizations and advisory committees. We continue to provide representation in eight regional watershed groups throughout the province and designate members to sit on the Cows and Fish board, Endangered Species Conservation Committee, Agri-Environmental Partnership of Alberta, Drought and Excess Moisture Advisory Group and Alberta Forage Industry Network. Participation in these groups is important to ensure the voice of beef producers is heard in other organizations and that any policy development minimizes impact or benefits producers.

As part of the workplan, issues related to wildlife management continue to be a priority. The Wildlife Committee in collaboration with the Waterton Biosphere Reserve Association and Alberta Environment continue to seek funding approval for our proposed "Co-existence with Large Carnivores"

pilot project, which includes improving the predator compensation program to account for true costs of depredation, a livestock depredation verification training program and implementation of best management practices like deadstock removal to reduce potential conflict with predators. We hope the Alberta government will support this three-year pilot project aiming to start later this year.

The Wildlife Committee also submitted recommendations to Alberta Environment on changes to the Wildlife Regulations, which are up for renewal this summer. Many of the proposed changes would complement our pilot project. The recommendations were supported by our partners in the livestock industry including Alberta Lamb, Alberta Grazing Leaseholders Association, Western Stock Growers Association and the Waterton Biosphere Reserve Association. You can view the letter and submission on the [ABP website](#) under Wildlife.

Another regulation up for renewal this year is the Meat Inspection Regulation. The Cull Cow Committee submitted a response on behalf of ABP to a government survey on changes to the regulations and created a recommendation brief that was submitted to the government. Our recommendations focused on changing rules around ante-mortem inspection to allow for simplified, cost-effective on-farm slaughter (with carcasses processed at a licensed facility if meat is intended for sale). In light of COVID-19, we believe our recommended changes would allow for more direct to consumer sales, which helps keep beef in freezers. These recommendations are being reviewed and we hope to see some positive changes this year. Our Meat Inspection Regulation recommendations can be viewed on the [ABP website](#) under Meat Inspection Regulation.

Our Safety-Net Committee met recently and received an update from AFSC. After a lot of work on this issue,

the committee was pleased to hear that AFSC has made the development of a Feed Need Model a strategic priority, as well as improvements to other pasture and forage insurance products with a goal of increasing subscription rates in these programs to 30 percent. This success reaffirms the hard work we continue to focus on BRM programs. We will continue to help AFSC improve these programs at the provincial level while supporting CCA lobbying efforts focused on improvements to AgriStability. One significant and timely improvement would be to remove the Reference Margin Limit. We encourage governments accept this change to help cow calf producers mitigate costs and manage the risk associated with COVID-19 and potential drops in cattle prices.

Our other committees remain active with the Ecosystem Services Committee exploring how we can capture value from the ecosystem services and the Cow Calf Extension working group is evaluating the continuation of the Cowcalfenomics workshops.

As a new chair of the council, I am fortunate to work with such talented ranchers to address important issues that impact cow calf producers. We look forward to continuing our work for producers on the environment, wildlife and safety-net issues. Best of luck for the growing and harvest season. ▼

Sincerely,

**Jason Hale, Chair**

Jodi Flaig, Vice Chair  
Shane Hansen, Zone 2  
Keith Chitwood, Zone 3  
Regan Curry, Zone 4  
Kent Holowath, Zone 5  
Kolton Kasur, Zone 6  
Martin Clausen, Zone 7  
Lori Kinnee, Zone 9  
Tim Smith, member at large  
Jill Burkhardt, member at large  
Gary These, member at large  
Brodie Haugan, Board of Directors

# CATTLE FEEDER COUNCIL

The ABP Cattle Feeder Council (CFC) was created to provide a forum for issues of particular importance to the cattle feeding sector of our industry. The mandate of the council is to provide recommendations to the ABP Board of Directors on policy and strategic direction related to the sector. The Alberta Cattle Feeders' Association (ACFA) is a membership organization that provides representation for a significant number of large cattle feeders in Alberta, but the Cattle Feeder Council also provides ABP with effective representation of the cattle feeding sector, particularly for those feeders who are not members of the ACFA.

In the time leading up to the plebiscite on a non-refundable service charge, ABP and the ACFA worked closely together in their support for the plebiscite, a non-refundable service charge, and the Alberta Beef Industry Development Fund. Even after the plebiscite, there has been agreement for increased collaboration between the organizations and a commitment to working closely together on issues of common interest. This substantive change in the relationship between ABP and the ACFA also had a significant impact on the role of CFC. As the Board of Directors and the delegates considered the structure of ABP during the 2019 Regulatory Review process, they decided the increased collaboration with ACFA diminished the need for the council and by extension, the need for the Cow Calf Council (CCC). At this Semi-Annual General Meeting, the delegates will be asked to approve ABP bylaw amendments that will eliminate both councils, effective at the 2020 fall producer meetings.

While facing the imminent disbanding of the council and working within the limitations imposed by the COVID-19 pandemic, the CFC convened a meeting by conference call in late March. The council discussed a wide range of topics concerning the cattle feeding sector, of course beginning with an examination of the early stages of our industry response to COVID-19.

The council member understand the rationale for eliminating the sector councils at ABP, but think there is still a need for continued attention to cattle feeding issues and a role for a group within ABP to work collaboratively with ACFA on these issues. The council suggested the ABP board could create a working group to address particular cattle feeding issues where cow calf and cattle feeding interests connect. The CFC recommended that the board prepare for a transition to a cattle feeding working group before the council is disbanded.

One area where ABP and ACFA have collaborated was a project with MNP to provide producer training and strategies for engaging municipalities and the provincial government on Intermunicipal Development Plans (IDP) and Intermunicipal Collaboration Frameworks (ICF). MNP has completed the training of producers for ABP and ACFA on dealing with municipalities over IDP and ICF restrictions on the development or expansion of Confined Feeding Operations (CFO). However, we are continuing to see municipalities implement CFO exclusion zones in their Municipal Development Plans and IDPs.

As part of a strategy for dealing with the provincial government on this issue, MNP worked with ABP and ACFA to prepare a briefing note on CFOs that formed the basis for a meeting with Agriculture and Forestry Chief of Staff Tim Schultz. We asked the government to not allow

municipalities to implement CFO exclusion zones until September. Before COVID-19, this would have given the industry, government and municipalities time to clarify the roles of the Municipal Government Act and AOPA in CFO development. We also wanted time to proceed with the Intensive Livestock Working Group Public Trust project that is seeking to build more support for CFOs across the province. Our industry needs consistent provincial rules for CFOs.

ABP and ACFA have also been supporting a group of cattle feeders across Alberta working to find a practical solution to the issue of winter manure management for feedlots. We have prepared a letter to the government identifying the need for a better long-term policy on spreading feedlot manure during the winter. Producers need more clarity on this issue because they recognize that it is going to get more difficult every year to receive approval to spread manure on frozen or snow-covered land.

The CFC also addressed topics that included record keeping requirements for the new Humane Transportation Regulations, the election of Joanne Solverson as the CFC representative on BCRC, ultra high frequency ear tags, the traceability framework and processing capacity concerns. The council may be winding down, but there is clearly no shortage of issues facing the cattle feeding sector. ▼

Sincerely,

**Chris Israelson, Chair**

Craig Lehr, Zone 1  
Jimmy Nelson, Zone 2  
Walt Suntjens, Zone 4  
Cecil Andersen, Zone 6  
Ken Stanley, Zone 7  
George L'Heureux, Zone 8  
John MacArthur, Zone 9  
Joanne Solverson, Zone 6 at large  
Jim Bowhay, Board of Directors representative



**TOM  
LYNCH-STAUNTON**  
Government Relations  
and Policy Manager

## GOVERNMENT AND POLICY

Many of our lobbying and policy development priorities were abruptly redirected in March as we began working to find solutions to minimize the impacts of COVID-19 on the beef industry. However, ABP continues to be active in pursuing priorities on behalf of beef producers that will benefit the industry outside of COVID-19. The pandemic has placed significant financial pressure on both the Alberta and Canadian governments leaving funding for initiatives unrelated to COVID-19 limited in the short term. Regardless, we will continue to pursue initiatives that have significant benefits to the industry, many of which do not require high incremental cash investments by the province. Some of these include changes to the Meat Inspection Regulations and Wildlife Regulations and further red tape reduction in several areas.

One of our priorities this year is to seek approval for a proposed predator pilot project titled “An Improved Alberta Program for Agriculture Producers to Co-exist with Large Carnivores” which we submitted to Alberta Environment and Parks for funding in collaboration with the Waterton Biosphere Reserve Association. This project has been in development over the past year and even though COVID-19 has delayed the approval process, we hope it will be supported and implemented this year. We continued to advocate for this project directly in meetings with AEP Minister Nixon, senior government

staff in Resource Stewardship and the Alberta Conservation Association – who currently contribute to predator compensation and wildlife habitat projects.

Parallel to this project, our Wildlife Committee also developed and submitted recommendations for improvements to the Wildlife Regulations, which will help improve how we manage and compensate for depredation. The submission can be viewed on our website at

[www.albertabeef.org/producers/policy-regulation](http://www.albertabeef.org/producers/policy-regulation)

We continue to develop and update policy briefing documents and government advocacy priority documents that have been submitted to government and used as speaking points in discussions with elected officials and government staff. These documents include the “Alberta Beef Lobby Priorities – May 2020” and “Alberta Beef Red Tape Reduction Recommendations” which were developed in collaboration with ACFA and other industry stakeholders. They are available on our website under the [Policy and Regulation section](#), along with policy briefing notes on the Meat Inspection Regulation changes, recommendations on implementing MELT transportation requirements, an air quality monitoring briefing note and other more in-depth briefing notes.

Providing recommendations to improve the Meat Inspection Regulation was another significant focus this spring and we have been working directly with the Alberta Agriculture Food and Safety Division staff to see some of these changes implemented this year; especially with respect to ante-mortem slaughter rules to allow for the sale of meat from animals slaughtered on-farm but processed at a licenced facility.

Every spring, the Alberta government also reviews submissions for carbon credit protocols to be accepted into the Alberta compliance market. We

have been strongly advocating to Alberta Environment and Parks, Policy Division, for two protocols to be considered: the “Canadian Grasslands Avoided Conversion” and “Conversion of Annual Cropland to Perennial Forage” carbon offset protocols. One of our priorities is to find ways to recognize the value beef producers provide through ecosystem services, and these carbon credit protocols will be one way to create value from carbon storage on grazing lands.

Our lobbying efforts have resulted in some success this year. We are pleased to hear that AFSC is making a commitment to prioritize further improvements to forage and pasture insurance, including the development of a “feed-need” insurance program. This commitment is further demonstrated through the establishment of a strategic goal to increase the participation rate in these programs to 30 percent. Some additional successes include the recent temporary exemptions from CFIA to allow for interprovincial trade of beef and poultry products from provincially inspected processors and government support for the fed cattle set aside program to mitigate the impacts of COVID-19. We continue regular engagement with senior Alberta government officials on COVID-19, while also providing input on many issues impacting the agriculture industry.

We’re able to collaborate and present sound policy solutions to government MLAs and staff on issues related to beef producers and opportunities to capture value for the industry. We have a strong working relationship with the Alberta government and are looked upon as a solutions-oriented and respectful association. We look forward to continuing our work with the government and beef industry stakeholders on practical policy for the benefit of Alberta’s beef producers. ▼

**Tom Lynch-Staunton, Government  
Relations and Policy Manager**



**KATELYN LAVERDURE**  
Communications  
Manager

## COMMUNICATIONS

Alberta Beef Producers (ABP) communications continue to focus on our strategic objective to improve communications with producers and the public through an enhanced communications strategy with robust measurements of engagement and effectiveness. Our producer dashboard for measuring reach and engagement continues to show higher than average audience interactions with ABP content. Our Grass Routes News open rates were up 12 percent compared to last year and engagement rates increased across all of our social media platforms.

Significant changes to our fall meetings and Annual General Meeting (AGM) are underway after the delegate body voted on structural changes in December. Fall meetings will be held at the end of this year and the AGM will take place at the Alberta Beef Industry Conference in March 2021. As we plan the structure of these upcoming events, alternative options will be included to reflect potential restrictions due to COVID-19.

As you will read in other reports, the impacts of COVID-19 have been ABP's primary focus since March. We are working closely with our national counterparts to communicate the needs of producers as we navigate this crisis. The producers homepage of [www.albertabeef.org](http://www.albertabeef.org) hosts an ongoing list of resources and updates. There you can find our latest Grass Routes News, producer town hall recordings, tips and information and documents detailing available financial support. ABP developed a letter for producers to send government officials outlining

our request for assistance. The letter has been updated to reflect the announcements made by provincial and federal governments and a consumer version has also been created to encourage public support for Canada's beef industry.

ABP worked closely with the Alberta Cattle Feeders' Association to develop a Thank You campaign aimed at processing plant workers. A video was created to share on social media featuring producers from across the province and industry thanking those essential workers for their hard work and dedication to maintaining our food supply. The video was shared on both organizations' social media channels and received over 36,000 views. Following the video, ABP marketing and communications partnered to develop billboards thanking Cargill, Harmony and JBS workers that are currently posted near each processing facility. We are working with our provincial and national counterparts to create a national video that should be launched before the Semi-Annual Meeting.



ABP presented Deer Creek Livestock Co. with the 2020 Environmental Stewardship Award in December at the AGM. Each year, ABP recognizes a cattle operation that demonstrates leadership in environmental stewardship - one that contributes to the land while improving productivity and profitability. The Deer Creek Livestock Co. shareholder group includes James Bekkering, Richard Visser, Gateway Livestock and the Turner family, and the ranch is managed

by Hugh Vandersteen. You can learn more about their operation and the award on our website at [www.albertabeef.org/producers/environmental-stewardship-award](http://www.albertabeef.org/producers/environmental-stewardship-award). Nominations are open for the 2021 Environmental Stewardship Award and delegates are strongly encouraged to nominate a deserving cattle operation by July 15, 2020.

The Canadian Beef Industry Conference (CBIC) has been moved online this year and will be free event taking place August 11-13, 2020. The full in-person event has been postponed until August 17-19, 2021 in Penticton, British Columbia. To stay up-to-date on the virtual conference details please visit [canadianbeefindustryconference.com](http://canadianbeefindustryconference.com) and follow CBIC on [Twitter](#), [Instagram](#) and [Facebook](#).

ABP has decided to move our Young Guns Contest to the summer after 4-H sales are completed so young producers have the opportunity and time to apply. More details will be announced in June.

ABP is always working towards stronger engagement with producers. We ask you to encourage producers to sign up for our weekly Grass Routes News online at [www.albertabeef.org/producers/newsletter](http://www.albertabeef.org/producers/newsletter). Signing up means you will also receive our Grass Routes newsletter in your inbox, which saves money and resources. Our [Twitter](#) account is connected to a strong community of beef enthusiasts who are sharing information about the industry and agriculture as a whole. You can also find us on [Pinterest](#), [Instagram](#) and [Facebook](#) and be sure to like/comment/share our posts.

Tune into Cattle Country with Jim Fisher every Wednesday on radio stations all over the province. You can read our monthly industry news advertorials in Alberta Beef Magazine and Alberta Farmer Express. Look for the next Grass Routes newsletter in your mailbox later this summer. ▼

**Katelyn Laverdure,**  
Communications Manager



**BRAD DUBEAU**  
Marketing and  
Education Manager

# MARKETING AND EDUCATION

Alberta Beef Producers (ABP) marketing efforts for the summer of 2020 required adjustments as the COVID-19 pandemic shut down the Canadian economy. Television commercials that were planned to start in June were moved up to April with new story boards that reached out to all frontline workers thanking them for their dedication to keeping essential services running. Initially, the television commercials were to be seven seconds long, but were extended to 15 seconds so additional messaging could be included. All major markets were involved including Edmonton, Calgary, Red Deer, Medicine Hat, Lethbridge, Fort McMurray and Grand Prairie. [These commercials](#) run until the end of June and we have started discussions on what the next round of commercials, running throughout the summer season, will look like.

Along with the commercials, ABP has also engaged paid social media influencers to produce content specific to certain topics that will be posted during the summer months. This is an extension of the same program that ran this past winter. The most popular platforms the paid social influencers are using are [Pinterest](#), [Instagram](#), [Twitter](#) and [Facebook](#).

We had also planned a conventional billboard campaign for the summer in our major cities that used similar messaging as the commercials. Due to COVID-19, we activated this idea

earlier and specifically developed billboards thanking the workers at Cargill, Harmony and JBS. Each billboard was located near the plants so the workers were able to see the appreciation from Alberta cattle producers. The plan will be to continue with consumer facing billboards as the Alberta economy opens and people are moving more freely again.

There were some concerns heard at our last fall meetings about the consumer side of ABP's website. Along with our marketing firm, WS, a new design is in currently in development. The new consumer site will be up and running before the end of June and will be primarily focused on being mobile device friendly, as we see more consumers using their smart phones to search for information. We will be featuring facts and recipes along with updating ABP's marketing engagements on a frequent basis. This will also include a new design for ABP's educational resources, making it easier for teachers and parents to navigate.

The kindergarten to grade five resources have been updated and are now available on [ABP's website](#). Unfortunately, the pandemic created some difficulty in launching the new resources as schools closed for the remainder of the 2020 academic year. We utilized social media and traditional media to make parents and teachers aware that they were available and free to use as tools for their children that are learning at

home. We will plan to relaunch all of ABP's resources again this fall as students hopefully return to the classroom setting.

The Classroom Agriculture Program was also negatively impacted by the pandemic as schools shut their doors and our volunteers were unable to present to classrooms. ABP continues to support this program and will work with the other commodity groups on the board to make sure it is back up and running in 2021.

One of the major new partnerships ABP embraced for the winter of 2020 was the Alberta Winter Games - supporting Alberta's youth in sport. We were happy with the results of this engagement and secured a spot as a major sponsor of the Alberta Summer Games planned for August 2020, but again we saw this cancelled due to the pandemic. We will continue to look forward to opportunities once they become available with the Alberta Games.

Activities that ABP has traditionally sponsored came to a halt in the winter, spring and summer, but we will be back as our province and the country returns to some sort of normalcy going forward. Some of the fiscal resources dedicated to these sponsorships were directed to other areas to keep Alberta's beef industry in front of consumers as much as possible during this difficult time. ▼

**Brad Dubeau,**  
**Marketing and Education Manager**







**KARIN SCHMID**  
Research and  
Production Manager

## BEEF PRODUCTION

COVID-19 has many producers concerned about the ramifications in cattle and beef markets but it is also an opportunity to strengthen our preparedness for unforeseen emergency events. The Canadian Cattlemen's Association (CCA) has several documents that contain tips for keeping yourself, family, staff and visitors safe during this pandemic, while still taking care of necessary farm and ranch work like vaccinating and processing calves. These documents include human resources/farm management practices to consider, supporting mental wellness and federal financial supports, among others. Please visit [www.cattle.ca/cca-resources/covid-19](http://www.cattle.ca/cca-resources/covid-19) for access to these resources.

In addition, ABP has collected all available information about financial support specific to beef producers in Alberta titled "COVID-19 Support for AB Producers" and it can be found at [www.albertabeef.org](http://www.albertabeef.org) on the producers homepage under latest news.

COVID-19 has reminded us that extraordinary events can happen at any time and to any or all of us. ABP worked with the Canadian Animal Health Coalition to strengthen emergency preparedness resources available to producers. While this particular document is focused on preparedness for animal disease emergencies, much of the basic information is applicable to many different types of emergencies. The important thing is to have a plan in advance, rather than trying to make it up as you're in the midst of a crisis.

You can download the Producer Handbook under Emergency Preparedness at the bottom of [www.albertabeef.org/producers/cattle-practices](http://www.albertabeef.org/producers/cattle-practices). Work is ongoing through a project called AHM II to spread awareness of emergency preparedness, provide abbreviated versions of these producer handbooks and train practicing veterinarians and farm staff on recognizing foreign animal diseases.

On February 20, 2020, the Health of Animals Regulations Part XII, humane transport, came into force. These regulations introduced a number of challenges for the beef industry, especially with regards to long distance transport. Recognizing some of these challenges, the Canadian Food Inspection Agency (CFIA) granted the livestock sector a two-year transition period for the feed, water and rest interval provisions within the regulations. During this transition period, CFIA will focus on awareness and education rather than strict enforcement. It is important to note that this transition period only applies to the feed, water and rest interval provisions. The transition period will also allow for some ongoing research into the effects of rest stops on cattle welfare to progress further.

ABP and CCA are participating in a joint CFIA/industry working group that is tasked with identifying potential challenges within the new transport regulations and developing practical solutions to these issues. Activities of the working group include refining the CFIA's regulatory interpretive guidance document, which provides advice on the interpretation and intent of the regulations, identifying solutions to record keeping challenges (especially at auction markets) and addressing potential subjective inconsistencies that may arise from conditions that may render an animal compromised or unfit for transport.

More information about the transport regulations can be found on CFIA's website at [www.inspection.gc.ca/animal-health/humane-transport/eng/1300460032193/1300460096845](http://www.inspection.gc.ca/animal-health/humane-transport/eng/1300460032193/1300460096845)

Wild boar can be an issue in parts of Alberta. They can be incredibly destructive to crops and stored feed, and may also spread disease. Wild boar are designated as pests in Alberta and under the Agricultural Pests Act, landowners are required to control or destroy them to prevent them from becoming established on their land. If you spot evidence of wild boar on your property, please call 310-FARM (3276) to report them to the province so they can be eradicated. More information is available here: [open.alberta.ca/publications/wild-boar-at-large-an-invasive-pest-in-alberta](http://open.alberta.ca/publications/wild-boar-at-large-an-invasive-pest-in-alberta)

ABP has been invited to provide input to the development of an updated chronic wasting disease (CWD) control strategy in Alberta. While these discussions are in early stages, we recognize that CWD control efforts must not infringe on producer's rights to deny access to their owned or leased land.

Prior to COVID-19 putting a halt to in-person events, ABP was working with Alberta Milk to produce a series of workshops in Alberta on three important topics: cull cow management and transport, large animal emergency rescue and euthanasia. Stay tuned! We plan to deliver these workshops for producers once physical distancing measures permit. ▼

**Karin Schmid,**  
Research and Production Manager

# RESEARCH COMMITTEE

Last year, ABP was selected to deliver provincial government funding for research projects in the area of feed and forage production and utilization. The ABP Research Committee partnered with BCRC in a joint research and technology transfer call for proposals since the research priorities, driven by the Canadian Beef Research and Technology Transfer Strategy, were well aligned. This partnership allowed for some flexibility and coordination for project funding in cases where provincial funding had certain restrictions. We also maintained our own small internal research project budget which focused on projects in the animal health and welfare priority area.

The Research Committee reviewed 41 letters of intent, and from those, selected 22 projects to move to the full proposal stage and undergo the review process, which includes assessment of the proposals by other scientists working in the same field. Finally, the committee approved funding for seven projects in the feed and forage production and utilization priority area, and five projects in the animal health and welfare area. Overall, around \$1.3 million of provincial funding was allocated to feed and forage projects with a total value of \$5.3 million and a leverage ratio of \$4:1. ABP internal funds allocated \$75,000 to animal health and welfare projects with a total value of \$2.2 million for a leverage ratio approaching \$30:1.

COVID-19 has impacted the contracting and launch of some projects as research institutions have varying policies regarding starting new projects. We are monitoring this situation closely and are in regular communication with the research institutions to mitigate the impacts of

these delays as necessary. More information will be provided on funded projects once contracts are in place.

We will be undergoing a similar process with BCRC for this year's research call for letters of intent, scheduled for early June.

New extension tools that are complete or close to release developed by Alberta Beef, Forage and Grazing Centre include tools for feed testing ([www.beefresearch.ca/feedtesting](http://www.beefresearch.ca/feedtesting)), Forage U-Pick (an updated species forage selection tool for western Canada developed in conjunction with the Saskatchewan Forage Council), the expansion of the Rancher Researcher Pilot led by the Applied Research Associations, an online Pasture School course and content migration from [foragebeef.ca](http://foragebeef.ca) to [beefresearch.ca](http://beefresearch.ca).

National check-off dollars have enabled the support of two new Research Chair positions. The NSERC/BCRC Industrial Research Chair in One Health and Production-Limiting Diseases is Dr. Cheryl Waldner at the University of Saskatchewan. The University of Alberta is currently hiring for the BCRC-Hays Chair in Beef Production Systems. These investments in research capacity will strengthen the ability of our beef industry to remain competitive, sustainable and profitable.

In late March, Alberta Agriculture and Forestry announced the result of the farmer-led research engagement sessions: Results Driven Agriculture Research. This will be an arm's length, non-profit organization with the mandate of guiding Alberta's agriculture research priorities to ensure they reflect the needs of producers. The interim board is chaired by Dr. David Chalack and includes ABP's current Chair, Kelly Smith-Fraser. Over the next months, this new organization will be establishing governance, application, grant agreement and project review processes, aiming to make its first research funding

allocations this fall. We look forward to further engagement with this new organization and will be encouraging them to ensure their research and extension priorities complement those already developed by industry.

Speaking of extension, if you've tried to contact your favourite Alberta Agriculture extension staff person recently, you will already be aware that the vast majority have unfortunately been let go. In addition, the Ag-Info Centre is no longer offering one on one producer support for questions, concerns or providing production advice, as it has shifted its focus to providing information on government programs. This presents a challenge for ABP moving forward as we regularly relied on the expertise of the government extension specialists to provide support that ABP is not as able to provide. Uncertainty also remains regarding the fate of Alberta Agriculture's research scientists. From our perspective, they comprise some of the critical beef research capacity in the province, but it is not clear if this capacity will be maintained within the provincial government or under the new Results Driven Agriculture Research organization.

Fact sheets on ongoing and completed research projects supported by ABP can be found at [www.albertabeef.org/producers/industry-research](http://www.albertabeef.org/producers/industry-research)

For access to useful decision-making tools, webinars, blog posts, and research fact sheets from BCRC visit [www.beefresearch.ca](http://www.beefresearch.ca) ▼

Respectfully submitted,

**Fred Lozeman, Chair**

Craig Lehr, CFC  
Jill Burkhardt, CCC  
Darren Bevans, Zone 2  
Graeme Finn, Zone 3  
Stuart Somerville, Zone 5  
Martin Clausen, Zone 7  
Rod Carlyon, Zone 7  
Emil Dmytriw, Zone 8  
Lori Kinnee, Zone 9

# CANADIAN CATTLEMEN'S ASSOCIATION

In mid-March 2020, the world as we know it changed with the arrival of confirmed cases of COVID-19 in Canada. The Canadian beef industry quickly mobilized and had to adapt to new protocols to help limit the spread of this virus and navigate these uncertain times one day at a time. CCA is continuing its efforts in partnership with industry stakeholders to help ensure the beef supply chain is functioning well despite the challenges posed by COVID-19.

To help keep producers and the broader industry informed during these uncertain times, a COVID-19 resources section was developed on the CCA [website](#).

CCA also developed and submitted to the Government of Canada [recommendations](#) and asks that will be of assistance to Canada's beef producers during the COVID-19 pandemic. Following the Prime Minister's announcement of an initial investment in the agriculture sector on May 5, 2020, CCA has continued to meet with Parliamentarians regarding the impacts of COVID-19. Our recommendations and discussions focus on changes to business risk management (BRM) programs, set-aside programs for the growing backlog of cattle, continual investment in resiliency within the packing industry, as well as economic resiliency, specifically related to international trade.

CCA has also partnered with the Canadian Federation of Agriculture and Canadian Pork Council on a public awareness campaign targeting consumers in urban centres such as Toronto and Vancouver. This campaign will have a call-to-action asking

Canadians to pledge their support to Canadian farmers and help influence policymakers in Ottawa.

Prior to the uncertain times brought forward by the COVID-19 pandemic, 2019-20 was an active year for the Canadian Cattlemen's Association (CCA). Significant progress was accomplished on key files, but there is still much work to be done.

Our trade priorities continue to focus on maintaining and growing our exports of Canadian beef. Implementation of new trade agreements over the last number of years have allowed Canadian beef producers access to new markets and opportunities. In 2019, our exports have increased overall - we made gains in Japan, the US, South Korea, China and Hong Kong.

The implementation of the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP) has been positive for the Canadian beef sector and its full potential is becoming clearer. The demand for beef in Asia has grown since CPTPP's implementation and we expect it to hold the largest potential for growth in beef demand over the next 25 years. We have experienced significant growth of Canadian beef exports to Japan with a 65 per cent increase in 2019 over 2018. Japan is the second largest market for Canadian beef after the US. Another interesting CPTPP market is Vietnam - while this is currently not a large market for Canadian beef, we do see this as a market with growth potential.

We are also making progress in growing our market share in Europe under the Comprehensive and Economic Trade Agreement (CETA), but the full potential of the deal has yet to be reached. Our 2019 exports to the EU continue to outpace levels in 2018 and there is more room for growth as Canada produces more EU-eligible beef and the program infrastructure hits its stride.

In early 2020, CCA continued its advocacy efforts to encourage the Government of Canada towards swift ratification of CUSMA and regulatory cooperation across borders, which will further enhance the value of trade and strength of the North American market. CCA applauded all Parliamentarians for accelerating the passage of CUSMA as COVID-19 began to impact Canada. On March 13, 2020, Bill C-4: Canada-United States-Mexico Agreement Implementation Act was passed by the House of Commons and received Royal Assent. Canada and Mexico have already issued their respective notifications as the next step in the implementation process. CCA continues to advocate for implementation for continued strong uninterrupted trade with our closest neighbour and trading partner. NAFTA will remain in force until the CUSMA is ratified by its members.

On July 1, 2020, the successor to the North American Free Trade Agreement (NAFTA), the Canada-US-Mexico Agreement (CUSMA) will be implemented. This long-awaited trade agreement will ensure Canada has continued access to essential North American markets.

Efforts to bring the mandatory country-of-origin labelling (mCOOL) back in the US by certain interest groups were not successful through CUSMA. The new agreement includes a section highlighting the tri-national commitment to not disrupt trade through labelling. Despite the progress we have made on mCOOL, we continue to monitor the discussion when it is brought forth by some minority voices in the US.

CCA continues to advocate for timely World Trade Organization actions that enable the organization to maintain its indispensable role in facilitating rules-based international trade.

Changes to the Humane Transportation Regulations for Livestock brought in by the

Government of Canada have raised concerns for Canadian beef producers. The proposed changes saw feed, water and rest intervals for cattle drop from 48 to 36 hours and rest stop durations increase from five to eight hours. Additionally, there are a number of new recordkeeping components and definition updates for unfit and compromised cattle. The new regulations for the humane transport of livestock came into force on February 20, 2020, with a two-year transition period on the enforcement of feed, water and rest interval provisions for the cattle sector, which will allow time for education, awareness building, and the development of rest stop infrastructure.

CCA continues to work with government to develop solutions to outstanding challenges with the regulations and ensure changes made will contribute to demonstrable improvements in cattle welfare and not negatively impact the beef cattle transportation success rate of over 99 percent. It is imperative that rule changes aren't going to unintentionally move industry away from the current high levels of success.

The CFIA has informed industry that they will exercise flexibility in cases where industry is unable to meet the record-keeping and transfer of care documents requirements under Part XII of the regulations during the COVID-19 pandemic.

To help raise awareness of these new regulations coming into force and promote compliance, CCA has posted background information on what the two-year transition period means to beef producers as well as links to the CFIA's brochure providing compliance tips on our [website](#).

CCA is co-chairing, with the CFIA, a working group for the development, review and finalization of Canada's submission for BSE Negligible Risk Status to the World Organisation for

Animal Health (OIE). Milestones and activities are on target to ensure a strong application is submitted in July 2020 for consideration by OIE in the spring of 2021. Achieving BSE Negligible Risk Status in Canada will have a positive impact on market access and sets the stage for a review of our specific risk material (SRM) removal protocols and the opportunity to become more competitive with our key trading partners, of which planning is already underway with CFIA.

In recent years, we have seen increased attention at the federal level on food policy. CCA has taken strides to be a part of these important discussions with policymakers. We have actively participated in conversations concerning the government's "Healthy Eating Strategy" as well as the "National Food Policy". A key aspect of the Healthy Eating Strategy was revisiting Canada's Food Guide, which was updated and released in 2019. CCA provided input throughout the consultation process promoting beef as part of a healthy, balanced diet. The government continues to work through the Healthy Eating Strategy and CCA is staying involved along with other national associations. Recognizing that important discussions concerning food and health will continue, CCA created the new Food Policy Committee in 2019 to focus on important public policy discussions. The committee is off to a busy start, discussing important policies from alternative proteins, to front-of-pack labeling, to food waste, and much more.

The CCA actively engaged with senators, parliamentarians and government officials on concerns relating to the "Deeming Habitat" provision of Bill C-68, the "Fisheries Act". This was problematic, as it would expand the definition of fish habitat to all water bodies being fish habitat or deemed fish habitat even if fish were not present for any life stage. CCA staff presented to the Senate Committee on Fisheries and Oceans

outlining concerns related to the 'Deeming Habitat' provision and the Senate ultimately included the repeal of this provision in a grouping of other amendments messaged to the House. The amended Act received Royal Assent on June 21, 2019 with parts of the Act coming into force immediately. Fish and Fish Habitat provisions came into force by an Order in Council in September 2019. The CCA continues dialogue to be directly involved in a consultative role in forming codes of practices, standards and prescribed works regulations with DFO.

The CCA also provided recommendations to the Pest Management Regulatory Agency (PMRA) for the continued registration of strychnine for use on Richardson's Ground Squirrels (RGS) pointing out the negative impacts of uncontrolled ground squirrel populations on grassland ecosystems, wildlife habitat and potentially on species at risk. Landowners will no longer be allowed to use strychnine to control RGS in Canada as of March 4, 2023. The final decision was passed down March 4, 2020, by the PMRA and there will be a three-year phase out period. The CCA has filed a formal Notice of Objection to the PMRA's decision to cancel the registration. The CCA will continue working alongside other concerned stakeholders to encourage the PMRA to reconsider their decision due to the devastating impacts on grassland ecosystems by RGS and our concerns regarding the science cited.

Looking forward to 2020-21, the CCA will continue its dedicated work on behalf of Canada's 60,000 beef farms and ranches in order to realize the vision of a profitable Canadian beef industry with high-quality beef products recognized as the most outstanding by customers at home and around the world. ▼

Sincerely,

**Bob Lowe, CCA President**

# BEEF CATTLE RESEARCH COUNCIL

The Beef Cattle Research Council (BCRC) is Canada's industry-led funding agency for beef, cattle, and forage research. BCRC is led by a committee of 13 beef producers who proportionally represent each province's research allocation of the Canadian Beef Cattle Check-Off. With all provinces except Ontario now collecting the increased national check-off, a portion of which funds beef research, BCRC received approximately 33% or 82 cents of the \$2.50 per head collected in 2019-20. These producer dollars are leveraged to secure additional government and industry funding.

## Canada's Beef Science Cluster

Twenty-seven projects managed by BCRC and funded under the current five-year Agriculture and Agri-Food Canada Beef Science Cluster got underway late 2018, with all projects to be completed by March 31, 2023. The projects cover topics relating to one of the following priority areas: Beef Quality and Food Safety; Animal Health, Welfare and Antimicrobial Resistance; Feed Production and Feed Efficiency; Forage Productivity and Environmental Sustainability; or Knowledge and Technology Transfer. A link to each project fact sheet, highlighting background, objectives and what the researcher will do under each project, are available on [BeefResearch.ca](http://BeefResearch.ca). In 2019-20, national check-off funding of \$1.3 million to Cluster III projects leveraged \$3.3 million in additional funding from government and industry partners.

Funded under the Science Cluster, the Knowledge and Technology Transfer program is delivered internally by BCRC and focuses on work to enhance technology transfer in the Canadian beef industry. In 2019-20,

communication of research outcomes with industry occurred through presentations and social media activity, substantial enhancements to website functionality, and mentorship of four researchers. The 2019-20 mentees include two Alberta researchers. Dr. Akililu Alemu, a scientist with the Lethbridge Research and Development Centre is being mentored by the Fleming family of Granum, AB and Brenna Grant, Canfax Research Services. Dr. Alemu is developing a Canadian whole-farm model called Holos that helps to implement a holistic approach in evaluating changes in management practices and the impact on total farm greenhouse gas emissions. Dr. Peipei Zhang, a research scientist under the postdoctoral research program at the Lacombe Research and Development Centre, is being mentored by Cathy Sharp of Lacombe, AB and Scott Entz of Cargill. Dr. Zhang's expertise is using a next-generation sequencing technique to solve meat microbiology related issues.

BCRC also developed and distributed numerous new resources which are available at [BeefResearch.ca](http://BeefResearch.ca) including: fact sheets; interactive decision-making tools; videos; articles for industry magazines; webinars; blog posts; infographics; and radio clips. For more information visit [Enhancing Technology Transfer in the Canadian Beef Industry](http://EnhancingTechnologyTransferintheCanadianBeefIndustry).

In addition to the projects within the third Science Cluster, non cluster research projects aimed at achieving specific, high priority beef industry goals were sought. Through an open call for letters of intent, BCRC received 35 applications and in early 2020, funding was approved for 16 projects which address the priority areas identified under the Science Cluster and technology transfer. These projects are supported through the increase in the national check-off funding allocated to research and this producer funding is generally matched with government and other industry funding at a minimum 1:1

ratio. Information on each project is available on [BeefResearch.ca](http://BeefResearch.ca).

## Proof of Concept Projects Inform Applied Research

BCRC continues to allocate funding to short-term (six months to one year) proof of concept based (POC) research to help inform whether a concept is worth pursuing as a larger, more defined research investment. BCRC approved funding in February 2020 for five POC projects addressing antibiotic use, beef grading, food safety and bovine respiratory disease.

## Two Research Chairs Established

Research capacity remained a high priority for BCRC in 2019. The following two research chairs were established in early 2020:

- Beef Production Systems Chair, University of Alberta
- BCRC Chair in One Health and Production-Limiting Diseases, Western College of Veterinary Medicine, University of Saskatchewan.

BCRC contributes \$1.5 million over 10 years (\$150,000/year) for these two chairs, leveraged by a minimum of \$1.5 million from external funding.

## Verified Beef Production Plus

BCRC continues to support the ongoing operation of the national VBP+ program, including the maintenance of a national standard, the national CORS data management system and website, and coordination of provincial delivery, audit systems, and record keeping. VBP+ has seen considerable growth and change over the past year and is well positioned to meet all outcomes and expectations of its industry partners, beef producers, stakeholders, and end-users.

To learn more about BCRC initiatives and to access our extension resources, including articles, videos, webinars, and calculators, visit our website at [www.beefresearch.ca](http://www.beefresearch.ca). ▼

Respectfully submitted,

Ryan Beierbach, Chair

# CANADA BEEF

Since the first known case in China on December 31, 2019, COVID-19 has now been reported in 184 countries/regions. The rapid emergence of the pandemic has impacted global supply chains and the normal daily routines of much of the world's population. Canadian consumers are experiencing a sense of uncertainty that has resulted in stocking up on meat and other essential supplies. To help address this reality, Canada Beef has worked collaboratively with the national associations representing beef, veal and pork. The resources outlined here have been developed for Canadian consumers and for meat professionals in domestic and international markets. The focus has been to provide reassurance around the safety of meat and our ability to maintain a stable supply by safeguarding the health of Canadians working in the sector. In addition, Canada Beef's Marketing team has developed programs to help consumers cook and serve the Canadian beef they have on hand.

Our shared experience during the first wave of the COVID-19 pandemic has underlined the important contribution of essential workers in the meat and livestock supply chain. This group includes Canadian's employed in the farm, processing, retail, foodservice and distribution sectors, as well as suppliers, veterinary and inspection personnel. As part of the ongoing efforts to protect the health and well-being of everyone in our industry, a COVID-19 Essentials training resource has been developed which provides information on the four topics below.

1. Understanding COVID-19
2. Staying Safe at Home
3. Staying Safe at Work
4. Self-Care and Symptom Assessment

The training materials are currently available in PDF form in English,

French, Spanish, Tagalog, Simplified Chinese, Portuguese and shortly Tigrinya.

The training materials can be accessed by [clicking here](#) and in the future they will also be available on the websites of collaborating national associations in the beef and pork sectors.

A fact sheet outlining the measures taken by the Canadian meat industry to protect against COVID-19 has been produced in eight languages. It has been distributed, along with a cover letter signed by seven association leaders, to meat professionals in Canada, Mexico, China, Hong Kong, Macau, Philippines, Singapore, Vietnam, Indonesia, South Korea, and Japan. The fact sheet is available at [canadabeef.ca/covid19](https://canadabeef.ca/covid19).

## Canada Beef Launches 3 NEW beef how-to-cook kits for retailers

Canada Beef consumer research findings demonstrate that 70% of Canadian beef buyers want to improve their beef cooking skills so the time is right to develop new tools for retailers to help their customers cook beef. To do this, Canada Beef has built three cooking education-based tool kits for retailers to choose from:

**#1 Cooking Know-how Labels** These new on-pack labels feature Canada Beef's tried, tested and true 3-Step Standard Cooking Instructions for nine standard Canadian beef cuts. Available to retailers to generate on-pack cooking instruction labels on-site as part of the pricing label. FREE Starter Kit available [here](#).

**#2: One & Only Beef Retail point-of-sale toolkit** This beef-pride kit adds some fun to the meat case with snippets of beef-humour along with The Meal-maker ground beef recipe booklet with inspiring recipes. FREE Starter Kit available [here](#).

**#3: The Independent Retailer Program** Designed to help customers buy and cook beef that's raised right here. Each kit features The Handbook

customer guide on how to buy and cook all Canadian beef & veal cuts with standard cooking instructions and a sampling of inspiring recipes. FREE Starter Kit available [here](#).

A two-sided fact sheet for consumers with clear, easy-to-understand information on COVID-19—what it is, how to prevent it, the assurance that domestic livestock and meat are not affected, as well as food safety tips—has been created. There is a COVID-19 page for consumers at [canadabeef.ca/covid19updates](https://canadabeef.ca/covid19updates) with updates, industry information and helpful government links. There is also a complete web section called [Food Safety Essentials](#).

Canadians are cooking at home like never before and one of the most popular items they are cooking is Canadian beef. Interest in buying, preparing and serving Canadian beef is at a record high and so are the questions coming from consumers.

The [canadabeef.ca](https://canadabeef.ca) website has seen a 66% increase in total users (93 K) and 73% increase in new users of the website in March compared to the same time last year.

The [thinkbeef.ca](https://thinkbeef.ca) website has seen a 450% lift in monthly visits - up by 13,000 visits comparing traffic in February to March.

Two scheduled consumer marketing campaigns have shifted focus to meet consumer needs at this time. We know consumers have stocked up on beef from the grocery store and while they're in their kitchens ready to cook, many aren't sure where to start—they need help in the way of recipes, serving suggestions and cooking instructions. Content shifted to focus on culinary topics—with recipe inspiration to shake up mundane meal routines, and how-to information to enable consumers to brush up on their beef-centric food skills.

The Canada Beef team continues to focus its efforts to promote Canadian beef across the country. ▼

# PUBLIC AND STAKEHOLDER ENGAGEMENT

The Public and Stakeholder Engagement (PSE) program continues to deliver on public trust initiatives through both issues management and proactive projects. With the resignation of Jill Harvie in October of 2019, Amie Peck was named the replacement Stakeholder Engagement Manager. Domonique Anderson, originally hired on a one-year term, has joined the team in a full-time capacity as the Technical Advisor. Stina Nagel has decided to pursue other opportunities and the position of Stakeholder Engagement Advisor will be open until a suitable candidate is found. The PSE program also welcomed its first program Chair, Mr. David Haywood-Farmer, who will serve a two-year term starting April 2020.

## Issues Management

There was reduced media attention on the beef industry through the latter half of 2019, largely due to other events including the federal election. The new year brought articles surrounding diet resolutions, which were responded to on a case-by-case basis. Through the beginning of the COVID-19 pandemic, media attention quickly ramped up to cover beef industry news including trade, processing backlogs and the federal government funding announcements. PSE is supporting the crisis communications media relations team in coordinating interviews, prepping key spokespersons and preparing key messages. Narratives attempting to link feedlots with zoonotic disease outbreaks were monitored and responded to with the assistance of veterinarians at the Western College of Veterinary Medicine and University of Calgary Veterinary Medicine.

## Royal Ontario Museum

The PSE team contacted the Royal Ontario Museum (ROM) after learning of their grasslands exhibit that declared “cattle ranching and agriculture are destroying native grasslands.” The museum agreed to send two videography students to Alberta to learn how cattle can be vital for the preservation of native grasslands. For two weeks, the students conducted interviews with Ducks Unlimited Canada, the Nature Conservancy of Canada and local ranchers. The resulting videos explore the idea of grazers being essential to healthy grassland ecosystems and celebrate the efforts of ranchers and conservationists. These videos were highlighted during a presentation at the museum called “The Power on your Plate,” and will be permanent additions to their biodiversity exhibit.

## Content Corral

Content Corral, the centralized library of beef advocacy content designed to be shared on social media, continues to gain end users. Current users include Cattlemen’s Young Leaders and Young Cattlemen’s Council alumni, industry communications staff and beef advocacy program graduates. Content Corral is also the conduit for campaigns created by the PSE team and features a new COVID-19 resource section with the latest industry updates and news.

## Guardians of the Grasslands

The short documentary, created in partnership with Ducks Unlimited Canada and the Nature Conservancy of Canada, was released in late September with select screening events held across the country including Calgary, Regina, Saskatoon and Winnipeg. A presentation was organized in Ottawa with the CCA staff and health and environment ministers. In Toronto, PSE partnered with the Beef Farmers of Ontario and Farm and Food Care Ontario to host a large event focused on food influencers and media. A [website](#) was

created with additional information on cattle preserving native grasslands and a screening request form. Over 200 requests have been received from organizations including schools, universities, 4-H clubs, community associations and more. The film was also featured at the Royal Winter Fair, Farm Fair and Agribition. It is estimated that over 25,000 people have seen the documentary thus far.

The film is currently only available upon request to meet eligibility requirements for various film festivals. The target demographic of the film is urban dwelling millennials and film festivals are integral for ensuring we are reaching audiences outside of agriculture. The film has been officially selected for 11 film festivals so far with locations in Montreal, Yorkton and Toronto, and has won awards for directing and editing. Of note is the Elements Environmental Film Festival in Vancouver, where the film makers were invited to take part in a special Q+A session before COVID-19 postponed the event. Being screened alongside the best of environmental themed films in an urban city centre is how we can ensure our target demographic is being introduced to the story of cattle as vital to conservation.

For the 2020–21 fiscal year, PSE will be operating with a \$907,000 budget overall based on projected marketings. Of this, \$680,250 will be allocated to CCA to administer and the remaining \$226,750 to Canada Beef. These increased funds will be used to develop a response intelligence program including media monitoring, social listening tools and a baseline consumer survey around public trust issues. As well, proactive projects and campaigns will be launched, supported by social media and video content. We look forward to delivering on our mandate of building public trust and maintaining social license for Canadian beef producers. ▼





## **2019 AGM Financial Resolutions**

1. “Be it resolved that the 2018-2019 ABP audited financial statements and auditor’s report be accepted.”

Board

Carried: No further action required

2. “Be it resolved that the firm of Kingston Ross Pasnak chartered accountants be appointed as auditors for 2019 -2020 year-end audit.”

Board

Carried: No further action required

## **2019 AGM Regulatory Review Resolutions:**

- B1. “Be it resolved that ABP move from the current nine zone structure to five zones with three zones in the northern part of the province (northwest, central, and northeast) and two zones in the southern part of the province (southwest and southeast) as shown on the map presented at the fall meetings.”

Board

Carried: Based on the recommendations of the Regulatory Review Working Group, the ABP Board of Directors developed 7 resolutions that were passed by the Directors and presented to the delegates at the AGM. These Board resolutions were identified with the letter, B, and this resolution was carried by the delegate body.

1. “Be it resolved that ABP leave the 9 zones as they are.”

Zone 8

Redundant: With resolution B1 carried, this resolution was redundant.

2. “Be it resolved that there are 9 zones and one director elected to the board from each zone.”

Zone 8

Redundant: With resolution B1 carried, this resolution was redundant.

3. “Be it resolved that there remain 9 zones, with 5 delegates elected per zone and one delegate from each zone be elected to the board.”

Zone 8

Redundant: With resolution B1 carried, this resolution was redundant.

- B2. “Be it resolved that producers in each zone will elect seven delegates to staggered, two-year terms for a total of 35 delegates.”

Board

Carried: This was the second Board resolution and it was carried by the delegate body.

4. “Be it resolved that there be 5 delegates per zone.”

Zone 9

Redundant: With resolution B2 carried, this resolution was redundant.

5. “Be it resolved that there are 4 delegates elected per zone.”

Zone 8

Redundant: With resolution B2 carried, this resolution was redundant.

- B3. “Be it resolved that ABP Board of Directors shall consist of 12 directors elected at large to staggered, two-year terms by the delegates at the Annual General Meeting.”

Board

Defeated: This was the third Board resolution and it was defeated by the delegate body.

- B4. “Be it resolved that the ABP Board of Directors shall consist of 12 directors elected at large to staggered, two-year terms by the delegates at the Annual General Meeting with the condition that there be at least one director from each zone.”

Board

Carried: This was the fourth Board resolution and it was carried by the delegate body.

- B5. “Be it resolved that the ABP Board of Directors shall consist of 12 directors elected to staggered, two-year terms with five directors elected by the zone delegates in each zone and seven directors elected at large by the delegates at the Annual General Meeting.”

Board

Redundant: This was the fifth Board resolution and with resolution B4 being carried, this resolution became redundant.

6. “Be it resolved that one director be elected from and by the delegates in zone with the balance of the board (7) being elected at the ABP Annual General Meeting.”

Zone 7

Redundant: With resolution B4 carried, this resolution became redundant.

7. “Be it resolved that in the plan review, the board of directors consist of one from each zone and seven at large.”

Zone 6

Redundant: With resolution B4 carried, this resolution became redundant.

8. “Be it resolved that there be 1 delegate from every zone to go to the Board of Directors.”

Zone 8

Redundant: With resolution B4 carried, this resolution became redundant.

9. “Be it resolved that the delegates for each zone elect two from their number as directors and that the remaining two directors be elected off the floor at the AGM.”

Zone 7

Redundant: With resolution B4 carried, this resolution became redundant.

10. “Be it resolved that there be 5 directors elected at large.”

Zone 8

Redundant: With resolution B4 carried this resolution became redundant.

11. “Be it resolved that under any new zone structure, there continues to be at least 2 directors from each zone.”

Zone 6

Redundant: With resolution B4 carried, this resolution became redundant.

12. “Be it resolved that the ABP regulatory review recommendations as presented at our fall producer meetings are not accepted but rather that:

- The number of zones remain at 9
- The number of delegates be reduced per zone to five or four
- That directors on the board be reduced to one zone director plus the chair
- That semi-annual in person meetings cease
- That directors on the board have one-year terms.”

Zone 9

Redundant: With resolutions B1, B2, and B4 carried, this resolution became redundant.

13. “Be it resolved that ABP needs to address the issue of a director facing election within their two-year term, loses or no longer sits as a Delegate within their zone.”

Zone 7

Carried: The ABP delegates and Board of Directors recognize that this issue could have significant ramifications and the Board will be ensuring that the regulation and by-law amendments address this situation.

14. “Be it resolved that ABP dissolve the Cow Calf Council and the Cattle Feeder Council.”

Zone 8

Carried: The ABP Board of Directors and the Executive Director have prepared amendments to the ABP Bylaws to remove these councils. The amendments will need to be approved by the Alberta Agricultural Products Marketing Council and then ratified by the delegate body at the ABP Semi-Annual meeting before they can come into effect.

15. “Be it resolved that the Semi-Annual be eliminated and that the Annual General Meeting be moved to coincide with the Alberta Beef Industry Conference in Red Deer.”

Zone 8

A motion was carried by the delegate body to create two separate motions.

- (a) **“Be it resolved that the semi-annual meeting be eliminated.”**

Postponed: after much debate it was decided to postpone a final decision on this motion until the Semi-Annual meeting in June. ABP needs to hold a Semi-Annual meeting in order for the delegates to ratify the changes to ABP Regulations and Bylaws approved by the delegates during the 2019 AGM.

- (b) **“Be it resolved that the AGM be moved to coincide with the Alberta Beef Industry Conference in Red Deer.”**

Carried: The next AGM will take place during the Alberta Beef Industry Conference in 2021.

- B6. “Be it resolved that ABP change the fall meeting format to one, all-day meeting in each zone, held later in the year, with participation from the ABP Board and our national partner organizations and presentations on topics of interest and concern for producers.”

Board

Carried: This was the sixth Board resolution and it was carried by the delegate body.

16. “Be it resolved that the zones/regions stay as they are (keep 9 zones) with multiple fall producer meetings per zone.”

Zone 9

Redundant: With resolution B6 carried, this resolution became redundant.

- B7. “Be it resolved that there be a declaration regarding service charge refunds on all nomination forms for delegates and directors with answers disclosed to voters.”

Board

Carried: This was the seventh Board resolution and it was carried by the delegate body

17. “Be it resolved that the producers of the Zone 2 Fort Macleod meeting support the concept of the new ABP proposed structure.”

Zone 2

Redundant: With the Board Resolutions carried, this resolution became redundant.

18. “Be it resolved that Zone 2 Stavely meeting supports the concept of the planned structure changes.”

Zone 2

Redundant: With the Board Resolutions carried, this resolution became redundant.

19. “Be it resolved that the producers of the Cochrane meeting are generally supportive of the proposed ABP structural changes as presented. Recognizing that fine tuning may be required.”

Zone 3

Redundant: With the Board Resolutions carried, this resolution became redundant.

20. “Be it resolved that we support the proposed changes in principle as presented.”

Zone 3

Redundant: With the Board Resolutions carried, this resolution became redundant.

21. “Be it resolved that the Homestead Coulee Zone 4 meeting approve the ABP Regulatory Review recommendations in principle.”

Zone 4

Redundant: With the Board Resolutions carried, this resolution became redundant.

The Regulatory Review resolutions carried by the delegates were presented to the Alberta Agricultural Products Marketing Council in conceptual form and were approved by Marketing Council with two exceptions. Further discussion with Marketing Council is occurring on the two exceptions. The regulation and by-law amendments are being prepared and will be presented to the delegates for approval at the Semi-Annual General Meeting.

### **2019 Resolutions for Annual General Meeting:**

1. “Be it resolved that ABP request Canadian Cattlemen’s Association to lobby the federal government to allow the maximum transport time for cattle remain at current regulations based on current science.”

Zone 8

Carried: The regulatory amendments to the Health of Animals Regulations Part XII: Transportation of Animals came into force on February 20, 2020. However, it was recently announced that there will be a two-year transition period regarding the feed, water, and rest intervals during which CFIA's enforcement activities will focus on education and awareness, rather than enforcement actions. This graduated enforcement approach only applies to the portions of the regulations concerned with feed, water and rest intervals, and also assumes that no serious welfare issues are experienced during transport.

ABP is currently supporting a research project examining how the rest stop duration and quality affects animal welfare during transport. Once complete, these results will be shared with CFIA, who have indicated that they are open to considering changes to the regulations based upon these research results. However, any substantive changes to the regulations that may be considered as a result of this research would require further amendments to the regulations.

2. "Be it resolved that ABP and the Livestock Identification Services work on a proposal to modernize the current livestock manifest process."  
Zone 4

Carried: Delegates agreed that electronic manifests would make the process faster and easier. Livestock Identification Services (LIS) is working on an electronic manifest project but has not yet completed the research.

3. "Be it resolved that ABP lobby both the federal and provincial government for a per acre payment on native prairie and grasslands in regard to carbon capture."  
Zone 4

Defeated: The delegates believe we need to look internationally on how prairie and grasslands are viewed in regard to carbon capture. There is also concern that payment to producers for prairie and grasslands could be considered a subsidy and open us to countervail suits from other countries.

4. "Be it resolved that ABP and the Canadian Cattlemen's Association find some high-profile social media influencers' to work with and help

promote beef in all aspects (e.g. food, environment)."  
Zone 5

Carried: Brad Dubeau, the ABP Marketing & Education Manager, has already engaged five influencers to work with ABP. The 2020 summer campaign is still being developed but will focus more on social media using paid influencers that have tens of thousands of viewers on several platforms.

5. "Be it resolved that ABP do more on promoting the beef industry and keep communications more available in public eye."  
Zone 6

Carried: The Marketing & Education department is developing a number of consumer campaigns that will see Alberta beef promoted through the use of traditional methods, as well new technology. The 2020 summer campaign will focus on TV ads and social media using paid influencers that have tens of thousands of viewers on several platforms. This is an extension of paid social media that has been running since November. Target audiences are working women and families from 35 to 55 years as well as millennials. Both audiences are large social media followers. We have a revamped Beef in the Classroom which includes All For the Beef Teacher Resources and Basic Meat Cookery for students in Grades 10 to 12 which can be found on our website. The K to 5 program is still being revamped but will be available this semester.

6. "Be it resolved that ABP broaden beef education to include and target schools, to bring awareness to the next generation. About the health benefits of including beef in their diets."  
Zone 9

Carried: The Marketing & Education department is revamping Beef in the Classroom which includes All For the Beef Teacher Resources-Basic Meat Cookery FDS 2100. Applies to students in Grades 10 to 12 and the K to 5 programs are still being revamped but will be available this semester. The information for these programs can be found on the ABP website.

7. “Be it resolved that ABP actively seek out and confront the untruths regarding the beef industry and the environment.”

Zone 6

Defeated: ABP needs to be more vocal in stating the environmental and health benefits of beef, but the delegates agreed that trying to fight specific negative messages is not a solution.

8. “Be it resolved that ABP lobby retailers to remove nonmeat protein alternatives from the meat section.”

Zone 8

Defeated: Some grocers are already doing this, and the Food Policy Committee of the Canadian Cattlemen’s Association is also working on this issue with other major food chains. CCA is also talking with the Canadian Food Identification Agency about placement of non-meat products. The delegates also felt that we would be infringing on a retailers’ right to place products in their stores where they wanted.

9. “Be it resolved that ABP lobby the Alberta Financial Services Corporation to have regional splits to determine settlement prices for Alberta price insurance on calves and feeders.”

Zone 7

Defeated: While the delegates recognize that there can be regional differences in cattle prices, it is not feasible or practical for AFSC to use regional splits to determine settlement prices. Establishing settlement prices is extremely challenging and asking AFSC to use regional splits in setting these prices would place an unreasonable burden on the Western Livestock Price Insurance Program.

10. “Be it resolved that ABP investigate and lobby for year-round options to purchase Western Livestock Price Insurance Program calf coverage with the target period remaining as it does currently.”

Zone 2

Carried: Currently the ABP Safety-Net Subcommittee is investigating the possibility of expanding the dates.

11. “Be it resolved that ABP work on developing more access to grass land for cattle, either by expanding and developing current community pastures, or by

creating and developing new pastureland access in the form of new private grazing leases or more community pastures.”

Zone 9

Carried: Since fires destroyed so much of the forest, the delegates agreed that this would be a good opportunity to speak with government officials and staff at Alberta Environment & Parks about turning some of the land into grazing land for producers in the area.

12. “Be it resolved that ABP should approach provincial government that the provincial government has its own Agriculture Ministry.”

Zone 2

Defeated: The delegates felt that separating the Agriculture department from the Forestry department would not reduce the bureaucracy involved during a crisis. Each division does have a Deputy Minister that deals with the separate areas and they did not feel that separating the two departments was necessary. The delegates also believe that it is not the role of ABP to tell the government how it should allocate its resources.

13. “Be it resolved that ABP lobby government to address the negative consequences to producers due to altered man-made water sources (e.g. power grid dams) that change the natural migration processes of waterfowl.”

Floor

Defeated: The delegates thought that lobbying the government about the impacts of man-made water sources on bird migration could have serious adverse effects on the management of all dugouts, reservoirs, and dams in the province. It could hinder the ability of producers and producer organizations to develop these water sources for the benefit of crops and livestock.

14. “Be it resolved that ABP advise federal and provincial governments to ensure procedures that will reduce the prevalence of chronic wasting disease and other animal health threats.”

Floor

Carried: Delegates agreed that the rise of chronic wasting disease in wildlife could lead to health issues in livestock and could create issues in export markets for beef, hay, and straw.

Governments need to develop a plan to address the matter of Chronic Wasting Disease.

15. “Be it resolved that ABP communicate the importance of reporting wildlife that appear to be diseased (e.g. chronic wasting disease in cervids) and invasive species (e.g. wild boar) in a timely fashion to the appropriate regulatory authorities.”  
Floor

Carried: Delegates agreed that all producers need to be more vigilant in reporting any cases of suspicious wildlife in a timely manner. The government cannot develop plans without accurate information.

### **2019 Resolutions for ABP Board of Directors:**

1. “Be it resolved that with the lifting of the 30-month regulation with Japan that supplying birthdate information is no longer necessary. The program was never fully complied with and causes more problems than it solves.”  
Zone 4

Defeated: There are programs such as VBP+ and BIXs that require age verification for producers to participate.

2. “Be it resolved that ABP lobby the Canadian Cattle Identification Agency to explore more effective and efficient alternatives to the current tags.”  
Zone 6

Carried: The Canadian Cattle Identification Agency is currently working on making RFID tags more resilient and easier to read electronically.

3. “Be it resolved that ABP take out an ad to inform Alberta consumers that A&W is not selling Alberta beef.”  
Zone 6

Defeated: There are Alberta beef producers whose beef is sold to A&W.

4. “Be it resolved that ABP lobby to establish the principle that any extra cattle handling requested by the Canadian Food Inspection Agency be compensated for to the producers affected.”

Carried: ABP will explore various compensation options for producers who are placed in situations with extraordinary costs during the course of a disease investigation.

5. “Be it resolved that ABP lobby the provincial government to be more progressive with eliminating more bureaucracy in regards with grazing leases, fish and wildlife, eliminate one-third of staff.”  
Zone 9

Defeated: It is not the role of ABP to determine how government officials staff their offices. ABP can and does work with government to eliminate bureaucracy when it can but can only suggest changes to policies that affect producers.

6. “Be it resolved that ABP will provide a short semi-annual document stating its progress in achieving its goals and objectives to better inform the cattle producers of Alberta.”  
Zone 1

Carried: ABP creates a Semi-Annual and AGM booklet that contains information on the progress of the ABP Strategic Goals for the previous year as well as what has been done to address the current years goals. The Executive Director also speaks to these objectives during the Semi-Annual and AGM meetings. Going forward we will look at putting the information on our website; adding it to our weekly updates; and, putting the information in the Grass Routes newsletters that go out twice a year.

7. “Be it resolved that all ABP functions have all attendees pay for their own liquor refreshments.”  
Zone 9

Carried: The Directors agreed, going forward, that everyone attending an ABP annual meeting would pay for their own alcohol and that ABP would no longer provide a ‘host’ bar.

8. “Be it resolved that the annual report be made available to those producers that request it in paper copy.”  
Zone 9

Carried: Any producer who is interested can contact our offices to receive a hard copy of the

Annual Report. Any producer who attends a Fall Meeting can also get a copy of the Annual Report there. A copy of the Annual Report can also be printed from our website. A printable version of the online report can be found under 'Producers' and then under 'About Us'.

9. "Be it resolved that ABP sends to all livestock producers in Alberta a 'hard copy' of the Annual Report in the post office, less expensive format."  
Zone 9

Defeated: Whichever format is used to print the Annual Report there is also the cost of postage (\$22,000 spent in 2018) that we are saving by supplying copies at the fall meetings to producers who want one. ABP will mail out a hard copy of the Annual Report to any producer who asks for one. Producers can also print a hard copy of the Annual Report directly from the ABP website.





**ALBERTA BEEF PRODUCERS**  
**Financial Statements**  
**Year Ended March 31, 2020**

Draft for discussion purposes only

**ALBERTA BEEF PRODUCERS**  
**Index to Financial Statements**  
**Year Ended March 31, 2020**

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Draft for discussion purposes only



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## **INDEPENDENT AUDITOR'S REPORT**

Edmonton, Alberta

To the Directors and Delegates of Alberta Beef Producers

### **Report on the Financial Statements**

#### **Opinion**

We have audited the financial statements of Alberta Beef Producers (ABP), which comprise the statement of financial position as at March 31, 2020, and the statements of operations, changes in net assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the ABP as at March 31, 2020, and the results of its operations and cash flow for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

#### **Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the ABP in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the ABP's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the ABP or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the ABP's financial reporting process.

(continues)

Independent Auditor's Report to the Directors and Delegates of Alberta Beef Producers  
(continued)

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the ABP's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the ABP's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the ABP to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**ALBERTA BEEF PRODUCERS****Statement of Operations****Year Ended March 31, 2020**

	2020	2019
<b>REVENUE</b>		
Alberta service charge (Note 2)	\$ 7,661,270	\$ 7,431,149
National Levy (Note 2)	9,439,792	9,375,358
Less dealer rebate	(188,795)	(188,886)
Less Alberta service charge refunded	(3,362,434)	(2,894,134)
Plus recovery of dealer rebate and voluntary contributions	77,419	73,200
Plus voluntary contributions to CCA (Note 3)	107,853	-
Interprovincial marketings (Note 2)	169,758	109,569
	<b>13,904,863</b>	<b>13,906,256</b>
Canadian Beef Check-Off Agency (Note 9)		
Canada Beef	4,483,901	4,448,172
Beef Cattle Research Council	3,945,833	3,891,231
Public and Stakeholder Engagement	538,068	529,369
The National Agency	471,990	506,587
	<b>9,439,792</b>	<b>9,375,359</b>
Excess of revenue over expenses before the undernoted	<b>4,465,071</b>	<b>4,530,897</b>
<b>OTHER REVENUE</b>		
Grants (Note 7)	599,635	1,076,905
Interest and other income (Note 4)	43,632	350,820
Producer Loyalty Partnership Program	6,750	15,000
Provincial research and development	5,150	4,250
	<b>655,167</b>	<b>1,446,975</b>
<b>OTHER EXPENSES</b>		
Grants (Note 8)	599,635	1,048,164
CCA legal assessment (Note 9)	284,672	-
ABP matching funds for Marketing Campaign	13,895	-
Provincial research and development	2,474	4,674
Producer Loyalty Partnership Program	283	4,786
	<b>900,959</b>	<b>1,057,624</b>
<b>EXCESS OF REVENUE OVER EXPENSES BEFORE OPERATING EXPENSES</b>	<b>4,219,279</b>	<b>4,920,248</b>
<b>OTHER EXPENSES</b>		
Operating Expenses (Schedule 1)	\$ 4,898,050	\$ 5,082,506
Amortization of furniture and equipment (Note 6)	9,646	11,120
	<b>4,907,696</b>	<b>5,093,626</b>
<b>DEFICIENCY OF REVENUE OVER EXPENSES</b>	<b>\$ (688,417)</b>	<b>\$ (173,378)</b>

**ALBERTA BEEF PRODUCERS**  
**Statement of Changes in Net Assets**  
**Year Ended March 31, 2020**

	Trade Advocacy Reserve (Note 3)	Operating Reserve Following year (Note 3)	Operating Reserve Future years (Note 3)	CCA Assessment Fund Following year (Note 3)	Invested in Furniture and Equipment (Note 6)	Unrestricted	2020 Total	2019 Total
<b>NET ASSETS - BEGINNING OF YEAR</b>	\$ 4,336,000	\$ 4,530,898	\$ 1,100,000	\$ -	\$ 29,167	\$ 2,609,035	\$ 12,605,100	\$ 12,778,478
Transferred to current year operations	-	(4,530,898)	-	-	-	4,530,898	-	-
Internally restricted for following year operations	-	3,221,616	-	1,243,453	-	(4,465,069)	-	-
Internally restricted transfers	-	-	-	-	-	-	-	-
Deficiency of revenue over expenses	-	-	-	-	(9,646)	(678,771)	(688,417)	(173,378)
Invested in furniture and equipment	-	-	-	-	7,454	(7,454)	-	-
<b>NET ASSETS - END OF YEAR</b>	\$ 4,336,000	\$ 3,221,616	\$ 1,100,000	\$ 1,243,453	\$ 26,975	\$ 1,988,639	\$ 11,916,683	\$ 12,605,100

**ALBERTA BEEF PRODUCERS**  
**Statement of Financial Position**  
**March 31, 2020**

	2020	2019
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash	\$ 3,573,047	\$ 2,002,603
Operating Reserve Fund, Following year (Note 3)	3,221,616	4,530,898
CCA Assessment Fund, Following year (Note 3)	1,243,453	-
Term deposits (Note 3)	900,000	-
Investments (Note 4)	7,607,821	7,751,585
Service charge receivable	2,329,425	2,525,762
Interest and other receivables	31,520	401,729
Prepaid expenses	28,973	23,035
Inventory (Note 5)	6,246	5,115
	<b>18,942,101</b>	17,240,727
OPERATING RESERVE FUND, Future years (Note 3)	1,100,000	1,100,000
FURNITURE AND EQUIPMENT (Note 6)	26,975	29,167
	<b>\$ 20,069,076</b>	<b>\$ 18,369,894</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 2,211,870	\$ 2,280,954
Goods and Services Tax payable	39,449	40,471
Alberta marketings held in trust	1,578,700	1,674,584
Deferred revenue (Note 7)	4,322,374	1,768,785
	<b>8,152,393</b>	5,764,794
<b>COMMITMENTS (Note 10)</b>		
<b>NET ASSETS</b>		
Trade Advocacy Reserve Fund (Note 3)	4,336,000	4,336,000
Operating Reserve Fund, Following year (Note 3)	3,221,616	4,530,898
Operating Reserve Fund, Future years (Note 3)	1,100,000	1,100,000
CCA Assessment Fund, Following year (Note 3)	1,243,453	-
Invested in Furniture and Equipment (Note 6)	26,975	29,167
Unrestricted	1,988,639	2,609,035
	<b>11,916,683</b>	12,605,100
	<b>\$ 20,069,076</b>	<b>\$ 18,369,894</b>

**ON BEHALF OF THE BOARD**

\_\_\_\_\_ Director

\_\_\_\_\_ Director

**ALBERTA BEEF PRODUCERS****Statement of Cash Flow****Year Ended March 31, 2020**

	2020	2019
<b>OPERATING ACTIVITIES</b>		
Deficiency of revenue over expenses	\$ (688,417)	\$ (173,378)
Items not affecting cash:		
Amortization of furniture and equipment	9,646	11,120
Change in unrealized loss (gain) on investments held at year end	307,844	(61,161)
Loss on disposal of investments	1,621	-
	<b>(369,306)</b>	<b>(223,419)</b>
Changes in non-cash working capital:		
Service charge receivable	196,337	(947,457)
Interest and other receivables	370,209	(53,415)
Prepaid expenses	(5,938)	(93)
Inventory	(1,131)	2,033
Goods and Services Tax payable	(1,022)	925
Accounts payable and accrued liabilities	(69,084)	869,982
Alberta marketings held in trust	(95,884)	127,124
Deferred revenue	2,553,589	1,122,603
	<b>2,947,076</b>	<b>1,121,702</b>
Cash flow from operating activities	<b>2,577,770</b>	<b>898,283</b>
<b>INVESTING ACTIVITIES</b>		
Purchase of investments	(2,346,481)	(2,673,156)
Proceeds from sale of investments	2,180,780	2,565,057
Purchase of term deposits (Note 3)	(900,000)	-
Purchase of furniture and equipment	(7,454)	(936)
Cash flow used by investing activities	<b>(1,073,155)</b>	<b>(109,035)</b>
<b>INCREASE IN CASH</b>	<b>1,504,615</b>	<b>789,248</b>
<b>CASH - BEGINNING OF YEAR</b>	<b>6,533,501</b>	<b>5,744,253</b>
<b>CASH - END OF YEAR</b>	<b>8,038,116</b>	<b>6,533,501</b>
<b>CASH CONSISTS OF:</b>		
Cash	\$ 3,573,047	\$ 2,002,603
Operating reserve fund, following year (Note 3)	3,221,616	4,530,898
CCA Assessment fund, following year (Note 3)	1,243,453	-
	<b>\$ 8,038,116</b>	<b>\$ 6,533,501</b>



**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

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1. DESCRIPTION OF BUSINESS

Alberta Beef Producers ("ABP") was incorporated under the Marketing of Agricultural Products Act for the purpose of initiating and carrying out projects and programs to stimulate, increase and improve the production and marketing of cattle and cattle products. Effective since April 1, 2018, ABP is authorized under its Plan Regulation and Commission Regulation to collect a \$2.00 refundable Alberta service charge and a \$2.50 non-refundable National Levy from producers who sell or who are in the business of feeding and slaughtering their own cattle ("Alberta Service Charge and National Levy").

The National Levy is paid to the Canadian Beef Check-Off Agency ("the Agency"). The National Levy is paid to the Agency by all the provincial cattle associations to fund research, market development and promotion projects for the benefit of Canadian producers.

Effective April 1, 2019 until March 31, 2020, the ABP Board of Directors allocated the National Levy as follows: an Agency fee of 5% (2019 - 5.43%) is withheld to enable the Agency to operate and thereafter the net funds are allocated 50% to Canada Beef ("CB"), 44% to Beef Cattle Research Council ("BCRC"), and 6% to Public and Stakeholder Engagement.

ABP meets the qualification of a not-for-profit organization as defined in paragraph 149(1) of the Income Tax Act, Canada and as such is exempt from income taxes.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for Not-for-Profit Organizations. Significant accounting policies observed in the preparation of the financial statements are summarized below.

Cash and cash equivalents

Cash and cash equivalents consist of cash on deposit, less cheques issued, and internally restricted cash reserves for the following year.

Term deposits

Term deposits are recorded at amortized cost, and include Guaranteed Investment Certificates ("GIC") (Note 3).

Financial statement presentation

ABP has chosen to continue to present net assets invested in furniture and equipment as a separate category of internally restricted net assets.

(continues)

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

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2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

The Alberta Service Charge (Note 1) collected is held in trust until such time as the refund period is complete. When the number of marketings retained is known, the revenue is recognized. The revenues reported represent Alberta Service Charge collected and management's best estimate of uncollected fees. Due to the uncertainties in the industry reporting, there may be adjustments in future periods and such adjustments may be material to the financial position of ABP.

ABP pays a dealer rebate of \$0.05 per head to those who collect and remit the Alberta Service Charge and National Levy collected on behalf of ABP.

ABP follows the deferral method of accounting for contributions, which includes government grants. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Investment income includes interest and realized and unrealized gains and losses on investments. Revenue from investments and other income is recognized on an accrual basis as it is earned.

Budgeting process

The net revenues remaining from the Alberta Service Charge and National Levy collected less refunds of the Alberta Service Charge and payments to the National Agency in one year are to be used for the following year's draft budget. This process of collecting net revenue one year for the following year's expenditures enables ABP to budget effectively and ensure there are funds available for core operations. The budget is finalized once the total amount available to be spent is known.

Refunds

The Alberta Service Charge and National Levy is payable by producers who sell cattle and by producers who feed and slaughter their own cattle. The Alberta Service Charge paid by or on behalf of a producer is refundable to that producer on request of that producer. A producer could request a refund of all or a portion of the \$2.00 Alberta Service Charge. The National Levy is non-refundable. The refund is only available to Alberta residents selling or feeding and slaughtering cattle in Alberta.

Interprovincial marketings

When non-Alberta residents sell cattle in Alberta, the purchaser or livestock dealer is deducting and remitting a \$4.50 (2019 - \$4.50) Federal Levy and not the Alberta Service Charge and National Levy. The \$4.50 (2019 - \$4.50) Federal Levy is collected by ABP on behalf of the Canadian Beef Check-Off Agency. Payments of the Federal Levy are forwarded to the Agency for national beef cattle research, marketing and promotion projects for the benefit of Canadian producers. The Agency pays a portion of the Federal Levy to the provincial cattle association in the province where the seller resides. When an Alberta resident sells cattle in another province, the provincial cattle association in that province is, in turn, collecting the Federal Levy from the Alberta producer. The Federal Levy is non-refundable.

*(continues)*

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

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2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Investments

Investments are recorded at market value. In 2020, the Board of Directors passed a motion to invest up to 25% of funds available in low risk stocks and the balance of the funds in short term, low risk government secured investments.

The portfolio is managed by a third party investment manager and is subject to an investment policy set by the Board of Directors and which has as its main objective the growth and preservation of capital. Transition costs are recognized immediately in the statement of operations.

Inventory

Inventory is valued at the lower of cost, determined on an average cost basis, and net realizable value. Net realizable value is the estimated selling price in the ordinary course of business less estimated selling costs. Cost of inventories includes materials and other costs incurred in bringing the inventories to their present location and condition.

Furniture and equipment

ABP provides amortization on its furniture and equipment using the straight-line method at the following rates:

Furniture and fixtures	10 years
Computer equipment	4 years
Audio-visual equipment	5 years

In the year of purchase, amortization on furniture and equipment is taken at one half of the normal amount.

Financial instruments

All financial instruments are initially measured at fair value, and, unless otherwise noted, ABP subsequently measures its financial instruments at amortized cost.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates. These estimates included the useful lives of the furniture and equipment, collection of Alberta Service Charge, collectability of accounts receivable and inventory obsolescence.

Disclosure of allocated expenses

ABP has chosen to continue to classify their expenses by function and allocate their expenses to a number of functions to which the expenses relate. ABP has allocated salary expenses to Operational Expenses and to Administrative Expenses (Note 13).

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

3. INTERNALLY RESTRICTED NET ASSETS

Trade Advocacy Reserve Fund

In 2005, the Board of Directors passed a motion to establish a reserve fund for the purpose of future trade advocacy and legal defence projects. Countervail trade actions are almost always accompanied by an anti-dumping investigation. While the government can and will defend their programs from countervail action, the responsibility for a defence against an anti-dumping action rests almost entirely with industry and industry organizations such as ABP.

	Withdrawal	Transfer	2020	2019
Balance, beginning of year	\$ -	\$ -	\$ 4,336,000	\$ 4,336,000
Balance, end of year	\$ -	\$ -	\$ 4,336,000	\$ 4,336,000

Operating Reserve Fund, Following year

On April 30, 2009, the Board of Directors passed a motion to establish a reserve fund for the purpose of allocating operational funds for the following budget years.

	2020	2019
Balance, beginning of year	\$ 4,530,898	\$ 5,303,000
Transferred from the fund for operations in current year	(4,530,898)	(5,303,000)
Allocation from the current year to the following year's operations budget	3,221,616	4,530,898
	\$ 3,221,616	\$ 4,530,898

Operating Reserve Fund, Future years

In 2010, the Board of Directors established this fund to cover budget shortfalls caused by short-term declines in cattle marketings during the cattle cycle. The purpose of this fund is to allow ABP to maintain a high level of services for the benefit of producers during these periods. The cattle herd in Alberta is currently at a low level and the Board of Directors expects that the number of marketings will be low over the next few years as the herd is rebuilt.

	2020	2019
Balance, beginning of year	\$ 1,100,000	\$ 1,100,000
Balance, end of year	\$ 1,100,000	\$ 1,100,000

(continues)

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

3. INTERNALLY RESTRICTED NET ASSETS *(continued)*

CCA Assessment Fund, Following year

Effective July 1, 2018, ABP's annual membership assessment for Canadian Cattlemen's Association (CCA) will be based on the Alberta cattle marketings calculated at \$0.53 per head. The rate of \$0.53 per head has been set for the CCA fiscal years ending June 30, 2019 through to June 30, 2023. The assessment will be revised each year based upon the provincial marketing numbers for the related calendar year's reported cattle sales.

Accordingly, in 2020, the ABP Board of Directors passed a motion to establish a CCA Assessment Fund. Producers who requested a refund were asked to leave \$0.53 of the \$2.00 Alberta Service Charge to be allocated to the CCA Assessment Fund. This Fund would be used to pay the annual CCA Assessment.

Producers who did not ask for a refund are assumed to have left \$0.53 of their \$2.00 Alberta Service Charge as a voluntary contribution and has been allocated to the CCA Assessment Fund.

CCA is responsible for National Trade Advocacy and Policy work.

	<b>2020</b>	2019
Allocation from the current year to the following year's operations budget	<b>\$ 1,243,453</b>	\$ -
Voluntary contributions to CCA	<b>107,853</b>	-
	<b>\$ 1,351,356</b>	\$ -

Term Deposits

Under the term of the Agricultural Plastics Recycling Pilot Project, funds are to be invested in GIC's and come due over the term of the project.

	<b>2020</b>	2019
1.99% 1 year, non redeemable GIC due September 9, 2020	<b>\$ 600,000</b>	-
1.82% 1 year cashable GIC due September 9, 2020	<b>300,000</b>	-
	<b>\$ 900,000</b>	\$ -

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

4. INVESTMENTS

	2020	2020	2019	2019
	Cost	Fair Value	Cost	Fair Value
Bonds:				
Provincial government, bearing yield rates ranging from 1.35% to 3.20%, due between June 2020 and December 2022	\$ 5,923,497	\$ 5,975,270	\$ 7,667,406	\$ 7,751,585
Stocks	1,907,989	1,632,551	-	-
	<b>7,831,486</b>	<b>7,607,821</b>	7,667,406	7,751,585

Although some of the bonds have maturity dates beyond one year, due to their ability for prompt liquidation, all have been classified as current assets.

Interest and other income is comprised of the following:

	2020	2019
Interest on investments	\$ 173,778	\$ 141,476
Realized loss on investments during the year	(1,621)	-
Change in unrealized (loss) gain in investments held at year end	(307,843)	61,162
	<b>(135,686)</b>	202,638
Interest on bank balance	177,158	145,962
Other income	2,160	2,220
	<b>\$ 43,632</b>	<b>\$ 350,820</b>

5. INVENTORY

	2020	2019
Inventory consists of the following:		
Promotional items	\$ 6,246	\$ 5,115

During the year ended March 31, 2020, ABP expensed \$6,789 (2019 - \$12,371) of its inventory in the regular course of operations and had no inventory write-downs.

6. FURNITURE AND EQUIPMENT

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Furniture and fixtures	\$ 46,679	\$ 29,799	\$ 16,880	\$ 21,548
Computer equipment	26,800	16,981	9,819	7,232
Audio-visual equipment	10,378	10,102	276	387
	<b>\$ 83,857</b>	<b>\$ 56,882</b>	<b>\$ 26,975</b>	<b>\$ 29,167</b>

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

7. DEFERRED REVENUE

	Opening	Additions	Recognition of Revenue	2020	2019
Feed and Forage Production and Utilization	\$ -	\$ 3,000,000	\$ -	\$ 3,000,000	\$ -
Agricultural Plastics Recycling Pilot Project	1,000,000	20,725	(194,515)	<b>826,210</b>	1,000,000
Knowledge Transfer Grant	439,394	-	(112,310)	<b>327,084</b>	439,394
Climate Change Extension Initiative	97,185	-	-	<b>97,185</b>	97,185
Sustainability Assessment Tool and Extension Pilot	126,547	49,679	(140,533)	<b>35,693</b>	126,547
Verified Beef Production +	-	37,987	(7,371)	<b>30,616</b>	-
AHI Investigation Summary and Producer Education Information Program (1)	3,276	-	-	<b>3,276</b>	3,276
Environmental Grant	3,740	-	(1,430)	<b>2,310</b>	3,740
Targeted Antimicrobial Use Resistance Research Call	55,427	-	(55,427)	-	55,427
Rancher Research Pilot Project	22,936	26,833	(49,769)	-	22,936
Alberta on the Plate	18,000	18,000	(36,000)	-	18,000
Cow Calf Sector Sustainability Extension Initiative	2,280	-	(2,280)	-	2,280
	<b>\$ 1,768,785</b>	<b>\$ 3,153,224</b>	<b>\$ (599,635)</b>	<b>\$ 4,322,374</b>	<b>\$ 1,768,785</b>

(1) Funds from the Animal Health Investigator (AHI) program are earmarked for producer education and awareness programs regarding the effects of the oil and gas industry on cattle health.

Refer to Note 8 for details of the external restrictions on these amounts.

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

8. GRANTS

	2020	2019
Agricultural Plastics Recycling Pilot Project Grant	\$ 194,515	\$ -
Sustainability Assessment Tool and Extension Pilot Grant	140,533	40,831
Knowledge Transfer Grant	112,310	35,606
Targeted Antimicrobial Use Resistance Research Call	55,427	166,280
Rancher Research Pilot Project	49,769	90,873
Alberta on the Plate	36,000	-
Verified Beef Production +	7,371	-
Cow Calf Sector Sustainability Extension Initiative	2,280	(280)
Environmental Grant	1,430	21,602
Satellite Derived Forage Insurance Grant	-	281,545
Targeted Forage Research Call	-	187,398
Elastrator Bands Development Grant	-	153,447
Alberta Beef: Marketing Campaign	-	56,047
Climate Change Extension Initiative	-	14,815
	<b>\$ 599,635</b>	<b>\$ 1,048,164</b>

**Agricultural Plastics Recycling Pilot Project Grant**

In February of 2019, Alberta Agriculture and Forestry provided ABP with a grant in the amount of \$1,000,000 for a three-year Agricultural Plastics Recycling Pilot Project that will expand agricultural plastics recycling collection sites and services in Alberta leading to the development of a permanent and sustainable provincial agricultural plastic recycling program. ABP will be the program administrator of the grant for the project, while the Agricultural Plastics Recycling Group will provide advisory and oversight services for the project. \$194,515 (2019 - \$Nil) was recognized as revenue and eligible expenses incurred.

**Sustainability Assessment Tool and Extension Pilot Grant**

In late 2018, Alberta Agriculture and Forestry approved a grant to ABP in the amount of \$239,112 for a Sustainability Assessment Tool and Extension Pilot project that involves adapting a sustainability assessment tool for use in Canada, encouraging producers to come together in their use of the tool, and increasing producer understanding of practices that will improve the sustainability of their operations. ABP received the initial payment of \$167,378.40 on this grant. \$140,533 (2019 - \$40,831) was recognized as revenue and eligible expenses incurred.

**Knowledge Transfer Grant**

In 2018, Alberta Agriculture and Forestry provided ABP with a grant in the amount of \$500,000 to carry out knowledge translation and transfer (extension) activities related to managing grazing in average and extreme conditions, species/variety selection for regional adaptation, and critical elements of animal nutrition and feed quality, along with an expansion of the Rancher Researcher Pilot project, and to facilitate the transfer of valuable information from foragebeef.ca to beefresearch.ca. \$112,310 (2019 - \$35,606) was recognized as revenue and eligible expenses incurred.

**Targeted Antimicrobial Use Resistance Research Call**

In 2016, ALMA provided ABP with a grant in the amount of \$1,425,000 to administer and deliver a call for research proposals in the area of antimicrobial use and resistance (AMU/AMR). With the dissolution of ALMA, this grant agreement has continued between ABP and Alberta Agriculture and Forestry. \$55,427 (2019 - \$166,280) was recognized as revenue and eligible expenses. This project was completed by March 31, 2020.

(continues)



**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

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8. GRANTS (*continued*)

**Rancher Research Pilot Project**

In 2017, Alberta Agriculture and Forestry provided ABP with a grant in the amount of \$109,350 to carry out an extension project encouraging the adoption of new management practices, technologies, and innovations on a subset of pilot ranches in Alberta. \$49,769 (2019 - \$90,873) was recognized as revenue and eligible expenses incurred. This project was completed by March 31, 2020.

**Alberta on the Plate**

In 2019, ABP received \$18,000 from the Government of Alberta for match funding for Alberta on the Plate initiative. In 2020, participating commodities matched the \$18,000 to sponsor an event in August of 2019 during the Canadian AG Summit. \$36,000 (2019 - \$Nil) was recognized as revenue and eligible expenses incurred. This project was completed by March 31, 2020.

**Verified Beef Production +**

On November 1, 2019, ABP became the provincial delivery agent for Verified Beef Production + (VBP +). ABP received the balance of a provincial Canadian Agricultural Partnership (CAP) grant for Public Trust, \$37,987, that is to be used to provide training and information about VBP + and sustainable beef value chains to Albertans by September 30, 2020. \$7,371 (2019 - \$Nil) was recognized as revenue and eligible expenses.

**Cow Calf Sector Sustainability Extension Initiative**

In 2017, Growing Forward II provided ABP with \$120,000 for the use in a one year study on cow calf sustainability extension initiatives. \$2,280 (2019 - (\$280)) was recognized as revenue and eligible expenses incurred. This project was completed by March 31, 2020.

**Environmental Grant**

In 2012, ABP received a grant from Alberta Agriculture and Rural Development (ARD) for an Overwintering Sites project. \$1,430 (2019 - \$21,602) was recognized as revenue and eligible expenses incurred.

**Satellite Derived Forage Insurance Grant**

ABP has received funding from the Agriculture and Agri-Food Canada AgriRisk Initiatives Program for a project entitled, Assessing the Feasibility and Development of an Innovative Forage Insurance Plan using Satellite-Derived Biophysical Parameters with a focus on Alberta. It is a two-year project that was suggested to ABP by the Agriculture Financial Services Corporation in Alberta. Our industry has been looking for better forage and pasture insurance programs for some time and we hope this project will contribute to the development of more effective programs. ABP has engaged the University of Manitoba as the lead researcher on the project and AgReSoft Enterprises Ltd. as a consultant on the project. ABP will provide in-kind project management services, but will not be contributing cash to the project. \$Nil (2019 - \$281,545) was recognized as revenue which agrees to to the eligible expenses incurred. This project was completed in March 2019.

**Climate Change Extension Initiative**

ABP received a grant from Alberta Agriculture and Forestry (AF) to undertake a two-year Climate Change Extension Initiative. The purpose of the grant is to develop and implement beef cattle climate change practices among cattle and beef producers and increase participation in the project, an extension coordinator will be hired to develop and implement the program while working with AF and ABP staff. ABP will be providing in-kind project management services and in-kind support for the extension coordinator. \$Nil (2019 - \$14,815) was recognized as revenue and eligible expenses incurred.

(*continues*)

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

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8. GRANTS (*continued*)

**Feed and Forage Production and Utilization**

In 2019, Alberta Agriculture and Forestry provided ABP with a \$3,000,000 grant to administer and deliver a call for research proposals in the area of feed and forage production and utilization. \$Nil (2019 - \$Nil) was recognized as revenue and eligible expenses.

9. RELATED PARTY TRANSACTIONS

National Organizations:

The Alberta Beef Producers Plan provides for ABP to be the provincial member of and contribute funds to the national organizations. As a contributing organization, ABP is entitled to representation as follows:

1. Canadian Cattlemen's Association (CCA)

- a) The number of seats on the Board of Directors of the CCA is based upon the proportionate share of the CCA annual assessment. Effective July 1, 2012, ABP is entitled to seven of the twenty-eight seats.

2. Canadian Beef Check-Off Agency (the "Agency"). As a contributing organization, ABP is entitled to representation as follows:

a) The Agency

Alberta is entitled to two of sixteen seats on the Board of Directors of the Agency and by agreement, these seats are divided between ABP and the Alberta Cattle Feeders' Association. Canada Beef is the Marketing and Promotion Committee of the Agency.

Public and Stakeholder Engagement is a national check-off initiative jointly operated by CCA and Canada Beef.

b) Beef Cattle Research Council (BCRC)

BCRC is responsible for providing research services for the Agency. A number of representatives to the Beef Cattle Research Council based on its proportionate share of total funding. For the year ending March 31, 2020 ABP was entitled to five of the fourteen seats.

(*continues*)

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

9. RELATED PARTY TRANSACTIONS *(continued)*

3. Payments

	<b>2020</b>	2019
CCA Monthly Assessments	<b>\$ 1,760,810</b>	\$ 1,766,280
CCA, Other		
CCA Legal Assessment	<b>\$ 284,672</b>	\$ -
Research project funding, BCRC; included in operational expenses	<b>75,000</b>	27,047
Young Cattlemen's Council, membership; included in operational expenses	<b>2,500</b>	2,500
Canadian Round Table for Sustainable Beef Project; included in operational expenses	<b>2,000</b>	2,000
	<b>\$ 364,172</b>	\$ 31,547

ABP made additional payments to the foregoing parties for contracted services as follows, included in operational expenses:

Payments to Canfax, a division of CCA:		
Membership and services	<b>\$ 53,400</b>	\$ 53,400
Communications	<b>10,200</b>	10,200
	<b>\$ 63,600</b>	\$ 63,600

ABP received payments from the following parties for renting office space as follows, included in administrative expenses:

Public and Stakeholder Engagement	<b>\$ 15,899</b>	\$ -
Canadian Round Table for Sustainable Beef	<b>4,951</b>	-
VBP + Delivery Services Inc.	<b>2,166</b>	-
Canadian Cattlemen's Association (CCA)	<b>971</b>	-

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

	%	2020	%	2019
Canadian Beef Check-Off Agency				
The National Agency	5.00 %	\$ 471,990	5.43 %	\$ 506,587
The net balance has been allocated as follows:				
Canada Beef	50.00 %	4,483,901	50.00 %	4,448,172
Beef Cattle Research Council	44.00 %	3,945,833	44.00 %	3,891,231
Public and Stakeholder Engagement	6.00 %	538,068	6.00 %	529,369
		<b>\$ 9,439,792</b>		<b>\$ 9,375,359</b>

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

Canadian Beef Check-Off Agency	\$ 1,841,777	\$ 1,434,690
CCA Legal Assessment	26,370	-
Canadian Cattlemen's Association - Funding for research project	-	2,048

Amounts receivable at March 31, 2020 from the following:

Canadian Beef Check-Off Agency	\$ -	\$ 432
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Amounts receivable and payable at year-end are in the normal course of operations. The amount owing to and from Canadian Beef Check-Off Agency includes the monthly collection of the National Levy and the province of origin amounts.

**10. COMMITMENTS**

Operating leases:

ABP leases office space and equipment under various operating leases. The future minimum lease payments over the next five years and thereafter are as follows:

2021	\$ 158,862
2022	160,041
2023	156,547
2024	159,701
2025	26,838
	<u>661,989</u>
	<b>\$ 661,989</b>

(continues)

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

10. COMMITMENTS *(continued)*

Commitment to Edmonton Valley Zoo

In 2019, a \$30,000 ten year agreement was signed with Valley Zoo Development Society to help fund the bovine enclosure in the Urban Farm, \$3,000 per year with the final payment due March 2028. A total of two \$3,000 payments have been made to date.

Commitment to Simpson Centre for Agricultural and Food Innovation and Public Education

The ABP Board of Directors decided that ABP would join the Alberta Cattle Feeders' Association and the Canadian Cattlemen's Association Public and Stakeholder Engagement group in providing funding for the Simpson Centre for Agricultural and Food Innovation and Public Education at the University of Calgary. The funding commitment from each organization is two years of funding at \$50,000 per year. The ABP Board directed that the first year of funding, during the 2019-2020 fiscal year, would come from the Operating Reserve, future years fund, while the second year of funding would be included in the operating budget for the 2020-2021 fiscal year.

11. DIRECTOR, DELEGATE AND NON-DELEGATE EXPENSES

With respect to payment of honoraria and the reimbursement of expenses to producers elected as a delegate or a director and to the payment of the daily allowance and reimbursement of expenses to producers not elected as a delegate or director of ABP who worked as a delegate or director of ABP with respect to authorized ABP programs or activities, the following director and delegate honoraria, and non-delegate daily allowances, and expenses are included in each of the categories is as follows:

	2020	2019
Board of Directors and Board Representatives	\$ 69,587	\$ 76,386
Annual General Meeting	63,430	57,289
Executive Committee	43,800	49,207
Enhanced Federal Lobbying	29,800	26,103
Semi-annual Meeting	26,995	28,316
U.S. and International Trade Management	20,386	17,015
Cow Calf Council	16,412	20,797
Fall producer meetings and Resolution Policy Development	13,725	16,548
Provincial Advocacy	13,602	8,033
Canadian Cattlemen's Association	12,668	12,926
Marketing and Education	8,470	3,821
Research Committee	7,565	6,834
Industry Partnerships	4,309	6,141
Zone Committees	1,962	3,054
Cattle Feeder Council	883	9,652
Animal Health and Welfare	720	4,960
Beef Cattle Research Council	600	670
Audit and Governance Committees	592	3,956
Cattle Industry Forum	383	-
Communications	225	225
Canadian Beef Check-Off Agency	-	1,235
Environment Committee	-	717
	<b>\$ 336,114</b>	<b>\$ 353,885</b>

**ALBERTA BEEF PRODUCERS**  
**Notes to Financial Statements**  
**Year Ended March 31, 2020**

12. FINANCIAL INSTRUMENTS

ABP is exposed to various risks through its financial instruments. The following analysis provides information about the ABP's risk exposure and concentration as of March 31, 2020. Unless otherwise noted, ABP's risk exposure has not changed from the prior year.

Credit, liquidity and price risk

ABP has a comprehensive risk management framework to monitor, evaluate and manage the principal risks assumed in investments. The risks that arise from transacting financial instruments include credit risk, liquidity risk, and price risk. Price risk arises from changes in interest rates, foreign currency exchange rates, and market prices. ABP does not use derivative financial instruments to alter the effects of these risks. ABP manages these risks using extensive risk management policies and practices, including various Board-approved asset mix strategies and risk management limits.

Changes in interest rates and credit ratings are the main cause of changes in the fair value of government bonds resulting in a favourable or unfavourable variance compared to book value. Credit risk is mitigated by investing in securities with a rating of BBB or better and diversifying the securities. Interest rate risk is mitigated by managing maturity dates and payment frequency. ABP is also exposed to interest rate fluctuations on its cash balances. A sensitivity analysis for interest rate risk has not been performed for the year ending March 31, 2020 as the effect of a change in interest rates would have been minimal as the interest on the existing cash on hand is not a material amount. ABP limits credit risk associated with accounts receivable by dealing with counterparties that it believes are creditworthy. ABP has a significant number of customers which minimizes concentration of credit risk.

13. ALLOCATION OF EXPENSES

The salaries of the Executive Director and Controller have been allocated proportionately as determined by the Board of Directors on an annual basis. Costs that can be directly attributable to the individual programs and functions have been allocated to the specific programs and functions.

	Operational Expenses		Administrative Expenses	
	2020	2019	2020	2019
Executive Director	40%	40%	60%	60%
Controller	30%	30%	70%	70%

## ALBERTA BEEF PRODUCERS

### Notes to Financial Statements

Year Ended March 31, 2020

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#### 14. COVID-19

The recent outbreak of the Coronavirus Disease 2019, or COVID-19, has spread across the globe and is impacting worldwide economic activity. This global pandemic poses the risk that ABP or its clients, employees, contractors, suppliers, and other partners may be unable to conduct regular business activities for an indefinite period of time. While it is not possible at this time to estimate the impact that COVID-19 could have on ABP's business, the continued spread of COVID-19 and the measures taken by the federal, provincial and municipal governments to contain its impact could adversely impact ABP's business, financial condition or results of operations. Specifically, ABP could be impacted by the closure of processing plants resulting in a suppressed market. However, the impact is expected to be minimal on the fiscal year and reserves are held for any short-term reduction in marketings. The extent to which the COVID-19 outbreak impacts ABP's results will depend on future developments that are highly uncertain and cannot be predicted, including new information that may emerge concerning the spread of the virus and government actions.

#### 15. SUBSEQUENT EVENTS

Effective April 1, 2020 until March 31, 2021, the ABP Board of Directors allocates the National Levy as follows: An Agency fee of 5% is withheld to enable the Agency to operate and thereafter the net funds are allocated 60% to Canada Beef ("CB"), 32% to Beef Cattle Research Council ("BCRC"), and 8% to Public and Stakeholder Engagement.

Effective April 1, 2021 until March 31, 2022, the ABP Board of Directors allocates the National Levy as follows: An Agency fee of 5% is withheld to enable the Agency to operate and thereafter the net funds are allocated 62% to Canada Beef ("CB"), 31.4% to Beef Cattle Research Council ("BCRC"), and 6.6% to Public and Stakeholder Engagement.

#### 16. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

**ALBERTA BEEF PRODUCERS****Operating Expenses****(Schedule 1)****Year Ended March 31, 2020**

	2020	2019
National Policy and Trade Advocacy Programs:		
Canadian Cattlemen's Association (Note 9)	\$ 1,760,810	\$ 1,766,280
U.S. and International Trade Management	33,937	31,443
Enhanced Federal Lobbying	32,691	28,506
National Governance and Oversight	15,643	17,768
Organizational Expenses:		
Annual General Meeting	124,555	114,788
Board meetings and Board appointed representatives	91,032	104,417
Fall producer meetings and resolution policy development	86,244	87,298
Semi-annual Meeting	61,108	66,374
Executive Committee	45,713	50,363
Zone Committees	44,368	55,013
Annual Report	7,804	48,333
Governance Committee	882	3,785
Audit Committee	397	635
Operational Expenses: (Note 13)		
Salaries and benefits related to programs	615,111	597,191
Marketing and Education	320,008	306,177
Communications	257,166	274,658
Industry Partnerships	209,282	191,263
Project reserve fund	113,400	30,900
Research Committee	88,117	83,878
Canfax Membership and Services (Note 9)	53,400	53,400
Sponsorships	40,902	30,307
Verified Beef Producers +	32,138	30,000
Cow Calf Council	31,092	29,902
Provincial Advocacy	22,436	14,270
Cattle Feeder Council	19,511	51,759
Environment Stewardship Awards	15,547	19,384
Animal Health and Welfare	3,077	7,580
Industry Collaborations	1,359	14,165
Cattle Leaders Forum	1,027	-
Service Charge Campaign	-	185,843
Feed Grain Research Project	-	50,000
Administrative Expenses: (Note 13)		
Rent, office supplies and equipment	362,122	382,471
Salaries and benefits	323,072	315,695
Legal, audit and consulting	84,099	38,660
	<b>\$ 4,898,050</b>	<b>\$ 5,082,506</b>