

**ALBERTA BEEF PRODUCERS
MINUTES FOR THE BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 14TH, 2021, 8:30 AM**

Present: Melanie Wowk - *Chair, NE*
Jason Hale - *Vice Chair, SE*
Brodie Haugan - *Finance Chair, @ Large*
Rod Carlyon - *CT*
Fred Lozeman - *SW*
Darren Bevans - *@ Large*
Colin Campbell - *@ Large*
Sheila Hillmer - *@ Large*
Lee Irvine - *@ Large*
Chris Israelson - *@ Large via Phone*

-Complaint about the GM would be reported to the Governance Chair and vice versa to be processed.

Motion by Hale/Campbell:

“BE IT RESOLVED that the current Workplace Respect, Violence, and Harassment Policy and Procedure be repealed and replaced with the “Respectful Workplace Policy – Discrimination, Harassment and Violence Prevention” presented at the meeting.

Staff: Brad Dubeau - *General Manager*

Guests: Adrienne Waller - *ABP Legal via Teams*
Andrew MacGregor - *ABP Legal*

BE IT RESOLVED that ABP retain the services of Activate HR Corp. or similar company to provide respectful workplace training (in-person or virtual) to the staff, delegates, non-delegates elected or appointed to outside positions and directors with such training to be completed as soon as reasonably possible.”

Absent: Mike Nadeau - *NW*
Kent Holowath - *SE*
Kelly Smith-Fraser - *Past Chair*

The Chair called the meeting to order at 8:30 am.

Carried

1. Adoption of Agenda

(a) Adoption of Agenda:

Motion by Hillmer/Irvine:

“That the agenda be approved as presented.”

Carried

2. Decision Items

(a) Code of Conduct:

-Include the date; Implement with the new delegate body; Include with the nomination form; Develop process to receive acknowledgement.

Motion by Haugan/Carlyon:

“BE IT RESOLVED that the current Code of Conduct and Conflict of Interest Policy be repealed and replaced with the updated version presented at the meeting.”

Carried

(b) Respective Workplace Policy:

-Provide annual update on review with Delegates and Staff; Make sure we have staff buy in for next year; Governance Chair and GM to provide training; No limitation period.

-Policy is written from workers rights perspective; Management and Board are responsible to provide a process in the event of a situation.

3. Next Meeting and Upcoming Events

(a) Board of Directors Meeting – Wednesday October 14th, 2021, 8:00 a.m.

4. Adjournment

The meeting was adjourned on a motion by Hillmer at 9:37 a.m.