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# **Annual General Meeting Minutes**

June 9, 2014

9:00 am – 10:00 am

# **Held at Mississauga Convention Centre**

75 Derry Road West, Mississauga, ON  L5W 1G3

# **Provision Members in Attendance:**

* Canadian Oilseed Processors Association
	+ Robert Cash
	+ Frank Cobbett (Archer Daniels Midland Company)
* Ontario Agri Business Association
	+ Ron Campbell
* Ontario Independent Meat Processors
	+ Daphne Nuys-Hall
* Ontario Fruit and Vegetable Processors Association
	+ Donald Epp
* Food and Beverage Ontario
	+ Isabel Dopta
	+ Anne Tennier (Maple Leaf Foods)
* Baking Association of Canada
	+ Paul Hetherington – Proxy assigned to Robert Cash
* Canadian National Millers Association
	+ Gord Harrison – via WebEx

# **Regrets from Provision Members:**

* Ontario Craft Brewers
	+ Mark Benzaquen
* Wine Council of Ontario
	+ Richard Linley
* Ontario Dairy Council
	+ Christina Lewis
* Canadian Beverage Association
	+ Brendan Ashmore

# **Provision Stakeholders and Staff in Attendance:**

* Colleen Gallagher, Senior Manager, RLB LLP
* Cher Mereweather, Executive Director and Secretary to the Board, Provision
* Keir Overton, Communications & Marketing Manager, Provision

# **Agenda**

9:00 am Welcome from Provision’s Chair &
 Consideration of 2013-14 AGM Minutes

9:10 am Executive Director’s Year in Review & Highlights of 3-Year Operations Plan

9:40 am Election of New Directors

9:45 am Consideration of 2014-15 Financial Statements

9:55 am Approval of Auditor’s Report

 Appointment of Auditor

10:00 am Meeting adjourned

# **Welcome from Provision’s Chair**

# **Consideration of 2013-14 AGM Minutes**

The Chair of the Board, Robert Cash, opened Provision’s Annual General Meeting (AGM) by welcoming all the members and other stakeholders present. The Chair called the meeting to order at 9:00 am.

At the beginning of the meeting, the Chair requested a round call of introductions.

The Chair advised that the Baking Association of Canada was unable to attend but had provided written proxy to the Chair.

The following resolution was carried at the beginning of the meeting:

**Resolution: Approve the June 6, 2014 AGM minutes**

Motion: Ron Campbell

Seconded: Isabel Dopta

Discussion: None

Vote: Carried unanimously

# **Executive Director’s Year in Review & Highlights of 3-Year Operations Plan**

Cher Mereweather, Provision’s Executive Director, began the review/highlights by playing Provision’s “Sustainability Unwrapped” video and advised that 2 more videos will be released this year.

Cher provided a high level operations update for 2014-15, reviewed Provision’s achievements, as well as opportunities and priorities for the upcoming year. Highlights and details from the presentation can be found in Cher’s [presentation slides](http://www.provisioncoalition.com/Assets/website/PDFs/2014-15-AGM-Slides-FINAL-060915-CCM.pdf).

1. **Election of Directors**

The Chair proposed the following individuals to stand as Directors:

* Paul Hetherington, Baking Association of Canada
* Walter Kraus, Baking Association of Canada
* Ron Campbell, Ontario Agri Business Association
* Stacee Sokoloff, Ontario Dairy Council
* Anne Tennier, Food and Beverage Ontario
* Robert Cash, Canadian Oilseed Processors Association

The Chair opened nominations to the floor. There were no further nominations.

**Resolution: Election of Suite of Directors**

Discussion: None

Vote: Carried unanimously

1. **Consideration of 2014-15 Financial Statements**

The Chair invited Colleen Gallagher, Senior Manager from RLB LLP (Provision’s Auditor) to present Provision’s 2014-15 financial statements. He noted that the financial statements were approved by the Board of Directors.

Colleen opened the discussion by reviewing the audited financial statements for the year ending March 31, 2015. She informed the members that according to the Independent Auditor’s Report (page 3 of the financial statements), the financial statements present fair in all material respects, including the financial position of Provision Coalition at March 31, 2015 and the results of its operations and cash flows for the year that ended, in accordance with the Canadian accounting standards for not for profit organizations. She also reviewed Provision’s statement of financial position, including assets, liabilities, and net assets. Colleen also went over the statement of revenues, expenditures and changes in net assets for the year.

The Chair asked the members for additional questions or comments. None were declared.

The following resolutions were carried following the discussion on the 2014-15 financial statements:

**Resolution: Approve the auditor’s report**

Motion: Ron Campbell

Seconded: Don Epps

Discussion: None

Vote: Carried unanimously

**Resolution: Appointment of RLB LLP as Auditor for 2015-16**

Motion: Ron Campbell

Seconded: Anne Tennier

Discussion: None

Vote: Carried unanimously

# **Wrap-up, Industry Forum**

The Chair asked the members for additional questions or comments. With no further questions or new business to discuss, the meeting was adjourned by the Chair at 9:55am with unanimous agreement. Members then attended the Industry Forum for the remainder of the day.