

Alberta Institute of Agrologists Council Nomination Information 2020



Our Mission

The public interest is protected and served
in matters related to the practice of agrology.

Call for AIA Council Candidates 2020

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Call for AIA Council Candidates 2020

The AIA Council Nominating Committee is seeking candidates for the 2020 AIA Council elections.

Interested, qualified individuals are invited to put their names forward.

Nominating Committee Members 2019-2020

Twyla Jones, PAg (Chair)

Sam Poudyal, PAg

Derek Lonergan, RTAg

Michelle Cotton, PAg

David Lloyd, PAg (*ex officio*)

The nominating committee members may be accessed by email using the following email address: nomination@aia.ab.ca

Council Positions Open for Election in 2020

The AIA Council consists of eleven members. Three are public members appointed by the provincial government. The remaining eight are elected according to a staggered schedule set by the Council. In 2020, the schedule calls for the election of three Professional Agrologists, one from each of the following regions.

NOTE: Regulated members of Council are elected from various regions of the province by all regulated AIA members, to represent the geographic diversity of agrology. However, they are not exclusively elected by their regional members, nor do they represent members' interests. They represent all Albertans. All Council members have a duty to govern the Institute so that it can fulfill its mandate to protect and serve the public interest – the interests of all Albertans – by ensuring competent and ethical practice of agrology.

PAg Central Region

One Professional Agrologist from Central Alberta (that part of Alberta lying between the 51st and 53rd parallels of latitude but excluding the Calgary and Edmonton areas).

PAg Calgary

One Professional Agrologist from the Calgary area (the City of Calgary and the area within 35 km of its boundaries as of September 1st of the year before the election. If this area

surrounding the City of Calgary boundaries bisects the corporate area of a city, town or village, the whole of that city, town or village is included in the Calgary area.

PAg Edmonton

One Professional Agrolgist from the Edmonton area (the City of Edmonton and the area within 35 km of its boundaries as of September 1st of the year before the election. If this area surrounding the City of Edmonton boundaries bisects the corporate area of a city, town or village, the whole of that city, town or village is included in the Edmonton area.

Election Timeline

Council elections will be by electronic vote, as follows:

September 1st, 2019, the AIA office will

- email each regulated AIA member (AIT, ATT, PAg, RTAg) information about when and how to vote, and
- post the information on the member home page of the AIA website.

December 1st, 2019, the AIA office will

- publish the list of nominees and their supporting documentation (minus contact information) on the member home page of the AIA website, and
- email the information to members in an election package.

January 10, 2020 to February 10, 2020: Electronic voting will occur.

Nomination Timeline

Please note: Retired, deferred, non-practicing, and student members are not eligible to run for election or nominate or support candidates.

Please submit nominations as soon as possible, but no later than November 15, 2019. If possible, the Nominating Committee would like to make initial contact with potential candidates before the end of October.

Nomination Procedures

How to nominate a candidate

Candidate nomination names may be provided in one of three ways:

1. **Candidates may self-declare**

Eligible candidates may nominate themselves by self-declaring their candidacy.

2. **Candidates may be nominated by any AIA member**

An eligible member may nominate one or more eligible candidates.

3. **Candidates may be nominated by the Nominating Committee**

The Committee may nominate eligible candidates

- after the Committee has performed research and review, if the Committee unanimously agrees, and if the candidate agrees to be nominated.

Supporting documentation required

Please note: The AIA office will not edit documentation submitted.

Each nomination requires the following supporting documentation:

1. Candidate's name, phone numbers, and mailing, residential, and email addresses,
2. Candidate's practice area(s). For practice areas with detailed practice standards, the candidate must have completed AIA's online self-assessment for each area claimed.
3. Letters of support for the candidacy, by email or hard copy, from at least five regulated AIA members (AIT, ATT, PAg, RTAg).
4. A consent form, completed by the candidate, confirming that the candidate has read the nomination documents, is willing to run for office, and is willing and able to commit the time and work required for the position. The form can be found on the member home page of the AIA website and clicking on the link (see image below).

A yellow button with a left-pointing arrow and the text '2019 Call for Nominations'.A white button with a thin border containing the text 'Click [HERE](#) for Council Nominations'.

5. The completed Questionnaire for AIA Council Candidates (found at Appendix C),
6. A biography (maximum 250 words), and

7. A high-quality photograph.

How and when to submit supporting documentation

Submit all supporting documentation to the Alberta Institute of Agrologists, as shown below, by email, fax, or hard copy mail. It must be received no later than November 15, 2019.

Alberta Institute of Agrologists

#1430, 5555 Calgary Trail NW

Edmonton, Alberta

T6H 5P9

Attention: CEO/Registrar

dlloyd@aia.ab.ca

Ph: 780-435-0606

Fax: 780-435-2155

How the supporting documentation will be published

To assist voters in making their choice, the CEO will

- publish the list of nominees and their supporting documentation (minus contact information) on the AIA website by December 1st, 2019, and
- email the information to members in an election package.

Appendix A - Job Description

Main duty: To serve and protect the public interest

Agrology is privileged to be one of Alberta's self-regulated professions. The Alberta Institute of Agrologists and its Council are statutory delegates that receive their authority from the *Agrology Profession Act* to regulate the profession in the public interest.

Because laws are passed in the public interest, the *Agrology Profession Act* created the Institute to serve and protect the public interest in relation to the practice of agrology.

The public interest is defined by the requirements of the legislation that specifically directs the profession: *Green v. Law Society of Manitoba*, [2017] 1 SCR 360, 2017 SCC 20 (CanLII).

In the AIA's case, the *Agrology Profession Act* establishes that the Council's duties are to govern and manage the Institute by carrying out the Institute's duties and exercising its rights, powers, and privileges, so that the Institute can fulfill its legislated mandate to protect and serve the public interest. The Council must also carry out its own powers and duties under the Act and bylaws, also in the public interest. The *Agrology Profession Act* does not authorize the Council to serve and protect members' interests. That is the role of a members' services association.

The Institute's legislated mandate

The Institute is a Professional Regulatory Organization (PRO) granted the authority to regulate the conduct of its members, in the public interest, within the scope and limits of the Act, as follows:

- 3(1)** The Institute must
- (a) carry out its activities and govern its regulated members in a manner that protects and serves the public interest,
 - (b) provide direction to and regulate the practice of agrology by its regulated members,
 - (c) establish, maintain and enforce standards of practice, registration and continuing competence for the practice of agrology,
 - (d) establish, maintain and enforce a code of ethics, and
 - (e) carry on the activities of the Institute and perform other duties and functions by the exercise of the powers conferred by this Act.

4(1) The Institute must submit to the Minister an annual report of its activities in a form acceptable to the Minister that contains the information requested by the Minister, including but not restricted to

- (a) a statement respecting the number of complaints made and their disposition, including the number of hearings closed to the public in whole or in part, the number of appeals and the number of regulated members dealt with under Part 4;
- (b) information respecting registration;
- (c) a description of and information about the Institute's continuing competence program;
- (d) a statement respecting the committees and tribunals established under this Act;
- (e) audited financial information or financial information presented in a form and manner satisfactory to the Minister.

The Institute, and the Council on the Institute's behalf, perform a regulatory function (act as gatekeeper to a profession), a legislative function (make Regulations), an administrative function (enforce legislation), and an adjudicative function (conduct reviews and appeals).

Benefits of belonging to a self-regulated profession

Members of the Institute, which serves and protects the public interest in compliance with the *Agrology Profession Act*, receive the following professional privileges:

- Membership in a credible, recognized profession with clear entrance standards
- Permit to practice agrology under the *Agrology Profession Act*
- Professional [In-Training Program](#)
- [Continuing Competence/Professional](#) Development Program
- Clear, recognized [practice areas](#)
- Practice standards identifying knowledge, skills, and performance requirements
- Professional signoff allowed for key government programs
- Fair, equitable, and publicly accessible complaint management process
- Labor mobility to other institutes across Canada

How the Council operates

To meet its responsibilities, Council currently uses a policy governance system. The current policies may be viewed at

<https://aia.in1touch.org/client/document/documents.html?categoryId=803>

Based on the criteria above, Council has developed a set of candidate qualifications related to the job of governing AIA (see Appendix B).

Appendix B - Candidate Qualifications

When considering standing for the position of Council Member, individuals should consider the following requirements.

Please note: Retired, non-practicing, and student members are not eligible to be candidates.

Time commitment

Council members serve for 3-year terms.

Members may serve two terms (consecutive or non-consecutive) for a total of 6 years. They must run for re-election for the 2nd term.

Annually, the time required of Council in a year is typically

- four two-day Council meetings that demand about 10 hours of preparation for each meeting,
- the Annual General Meeting, and
- associated travel time.

Personal criteria

In keeping with the Council's commitment to governance excellence, the Council seeks candidates able to govern a professional regulatory organization in the public interest, free from conflict of interest, such as pursuing members' private interests.

All candidates must be without professional conduct concerns or a criminal record.

Specific requirements

Familiarity with:

- the Agrolgy Profession Act, Regulation, and AIA Bylaws,
- the Code of Ethics and Code of Practice,
- the role of a professional regulatory organization,
- the role of the Council, in relation to the Institute, and
- Institute practice standards and Continuing Competence Program requirements.

Ability to:

- learn about the operation of a professional regulatory organization, the Agrolgy Profession Act, Regulation, and AIA Bylaws,
- strategize and manage risk for the Institute's benefit,
- discern and guard against conflicts between public and members' interests to govern to serve and protect the public interest, and
- serve for at least three years.

Assets

- Administrative experience
- Governance experience
- References that demonstrate recognition by peers
- 10 or more years' experience with the institute
- Computer-literate, with regular access to email, internet and phone.

Helpful Traits

- Willing to participate assertively in deliberation, while respecting the opinions of others.
- Able to govern collectively as a "Council of the Whole" rather than promote self-interest or individual preferences.
- Committed to honoring Council decisions as the "one voice" of AIA governance.
- Committed to the Council's Code of Conduct (as published in their GP-7 Policy).

Based on the criteria above, Council has developed a set of candidate questions to explore a candidate's suitability for the job of governing AIA (see Appendix C).

Appendix C - Questionnaire for AIA Council Candidates

To help AIA members become informed voters, each candidate is asked to respond to the following questions. Responses will be posted to the AIA website and sent to members in the mailout election package.

- 1) The Agrology Profession Act and the Agrology Profession Regulation direct the Council to enable the Institute to regulate the conduct of its members in the public interest. The public interest is defined by the scope and limits of the Act.
 - a) Do you have any board experience or experience in the operation of a professional regulatory body?

 - b) How would you ensure that you understand Council's legislated mandate in the Act?

 - c) How would you ensure that the Council fulfills the requirements of the Act?

- 2) Member interests do not equate to the public interest. They are private interests. Although Council must be fair to members, and members benefit from self-regulation (members are in control of the profession, can define their practice standards, oversee the required continuing competence asked of members, and manage the discipline of their members when required), Council is concerned solely with fulfilling the Act's legislated mandate.
 - a) Are you prepared to serve and protect the public interest, not member interests?

 - b) Explain how you would distinguish between public interest versus member interests.

- 3) The Act and Regulation require Council to make numerous decisions. It is important to establish criteria for decision-making to ensure compliance with the Act, Regulation, and the principles of fundamental justice.
 - a) Do you have experience in making administrative decisions?

 - b) How would you assist Council in developing decision-making criteria?

- 4) Council members need to exhibit a strong belief in the virtue of the profession of Agrology, and the Code of Ethics and Code of Practice.
 - a) What are your opinions of
 - i) The profession?

 - ii) The Code of Ethics?

 - iii) The Code of Practice?

- 5) AIA Council separates governance (Council) from management (the CEO, Council's sole employee). Council members must be willing to delegate all operational detail to the CEO, while remaining accountable for strategy, risk, and results.
 - a) How would you do this?

 - b) How would you respond if the CEO work is done correctly and well but a member is not happy with the outcome?

6) Council speaks with one voice. This means that Council makes decisions as a whole. In practice, this means that Council members are expected to deliberate openly and candidly, seeking to understand diverse viewpoints. Yet when a decision is made by majority rule, all Council members respect and support the decision when speaking externally.

a) What has been your experience in deliberating in a diverse group?

b) If others were to describe how you operate in groups, what would they say?

c) What does “supporting a Council decision outside of Council once a decision is made” mean to you?

7) Regulated members of Council are elected from various regions of the province by all regulated AIA members, to represent the geographic diversity of agrology. However, they are not exclusively elected by their regional members, nor do they represent members’ interests. They represent all Albertans. All Council members have a duty to govern the Institute so that it can fulfill its mandate to protect and serve the public interest – the interests of all Albertans – by ensuring competent and ethical practice of agrology.

a) How would you make sure that if elected, you would serve the interests of Albertans?