

SEED

Association of Alberta Co-op Seed Cleaning Plants Ltd.

PLANT NEWS

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2013 ANNUAL GENERAL MEETING CELEBRATING 60 YEARS OF SUCCESS!!

The provincial board of the Association of Alberta Co-op Seed Cleaning Plants invites you to our 60th Annual General Meeting January 9th - 11th, 2013 at the Westin in Edmonton.

We are excited to bring a few changes to the 2013 format – with the banquet moving to the Thursday evening, the AGM closes on the Friday afternoon. Michele Payn-Knoper will be our closing speaker on Friday afternoon. The Managers Association sponsored evening and the Welcome Reception are combined together on Wednesday evening.

For the ladies program, you will enjoy relaxing at the “Spa Experience” on the Thursday! Information on services will be available in the Annual General Meeting package arriving in your mailbox early November. You must book a service in advance – so please sign up to avoid disappointment!

Due to the overwhelming positive feedback we received with our focus group discussion at the 2012 AGM, we will once again break out into smaller groups for discussion on key issues.

All resolutions must be submitted in writing (mail, fax or email) prior to Monday, December 10th. This allows time to distribute copies of resolutions to all member plants for review prior to the AGM which will then allow for proper discussion and debate.

Regional Elections will be held Thursday evening for Regions 3 & 4. We encourage anyone who is interested in these positions to contact any director on the provincial board or the association's office.

If you know of any managers who have been employed for 20 years or any board members who have served on their board for twenty years, please contact **Lorena Pahl** at **403-782-8022** or **lorena.pahl@seed.ab.ca** to ensure they receive proper recognition at the 2013 Awards banquet.

Hotel accommodations at the Westin are available at \$130/night for a traditional room, \$165/night for deluxe room and \$210/night for deluxe junior suite plus all applicable taxes. Parking in the outdoor lot or underneath is included in the above rates. For reservations please contact **Francis Robidoux** at **780-493-8981** or **francis.robidoux@westin.com** mention you are with the Association of Alberta Co-op Seed Cleaning Plants. Cut off for reservations at these reduced rates is December 21.



AGM Keynote Speaker – Friday January 11, 2013

Michele Payn-Knoper,
Certified Speaking Professional
 Community Catalyst. Agricultural
 Advocate. Food Connector.

Michele Payn-Knoper personifies passion. She serves as a resource for people interested in agriculture and food through speaking and community building programs. Michele encourages all of her clients and audiences to connect with people's hot buttons and speak their language – whether it's building a connection between farm gate and food plate, developing corporate sponsorships or growing advocacy.

Utilizing her diverse professional experience in the agricultural, sales and not-for-profit sectors, Michele founded **Cause Matters Corp.**, a company designed to **build connections around the food plate**, in 2001. Cause Matters Corp. focuses on agricultural advocacy, social media strategy, community engagement and growing a food movement. In each of these four core areas, Michele helps organizations **clearly identify issues, understand their audience and connect solutions.**

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FOCUS GROUP DISCUSSION: FRIDAY JANUARY 13, 2012 – AGM

Those in attendance at our 2012 Annual General Meeting broke out into groups to discuss five different topics. Below is the summary of the great discussion that took place.

TOPIC #1

Member plants perceive the Provincial Association's level of value to be...

- Essential, cohesive, stronger ministerial access
- Seed Industry Partnership – seed.ab.ca website (shared marketing results)
- Source of industry info, technical information, training requirements (board and managers)
- Health insurance and physical plant insurance
- Group problem solving – discuss problems, group sharing
- Tradeshows – getting our name out there
- Act as a united voice
- Develop ideas/thoughts to advance seed industry
- Leadership
- Collective voice for government on issues
- Sharing of resources among member plants
- Networking at annual general meeting
- Chemical company support through associate membership
- Rebates to plants by associate members

Additional benefits that the association may provide are...

- Need to promote Association's value and local plant board of directors training
- With changes in CWB – find grain markets, essential handling points

TOPIC #2

The greatest challenges that our member plants face...

- Member plants competing against each other in close proximity
- GM technology in cereals – how does it affect seed plant business? Would it end up like canola - big companies tying up production process, government regulations?
- Change mindset of shareholders – plant should be ran as a business, must be viable.
- Aging infrastructure, labour, proprietary rights
- Aging staff – how do you replace them? How do you encourage younger people to take over?
- Lack of board member replacement, lack of interest from shareholders to participate on boards

The changes plants must undergo to address these challenges are...

- Regional meetings to discuss plant competition
- Start having conversations regarding GM cereals technology

- Education – send key messages to shareholders regarding business mindset
- Planning, training, diversification, different services to members
- Aging infrastructure – start dealing with it
- Complying with Occupational Health and Safety (OHS) (manuals are available but managers must refer to and use them)
- Finding contractors to work on maintenance and expansion
- Finding future qualified people/staff (succession planning, looking at viability of plant, increasing machine capacity, competitive compensation); ensure 2nd or 3rd person on staff in place
- The changing landscape of agriculture is happening rapidly (need funds, budgeting is important)
- Plants are undersized (must modernize), better equipment, raise cleaning rates
- Shift in function with color sorters – increase separations, less seed (long term planning, encourage shareholder engagement, business plans, recapitalization and retained earnings is a good thing)
- To keep boards from getting stagnant – have set terms (no. of years on board) for directors
- Association must lobby to ensure farmers will continue to have access to common seed

TOPIC #3

The attendance at our provincial AGM is...

- Consider it mandatory to send managers and/or board members. Encourage your plant manager and board members to attend but can't force.
- Shareholder board complacency – lack of attendance at AGM
- The local board ensures that their plant managers participate (ensure support is made available to the manager – financial, time off) then the board members also show interest and participate – one follows the other
- Condense AGM by addressing more of the concerns only – three days too long to shut down single person operating plants
- Suggest to others that you do receive exposure by attending – talk about value to others who do not attend
- Good timing
- Should have more people, obvious apathy – busy is not an excuse
- Too many meetings happening at once – ASGA, FarmTech and SCP all in one month – forced to choose
- Attendance trending downwards – demonstrate success because you attended, gaining knowledge on how to change the future of industry (otherwise change will be forced on you)

- AGM should be more of a social activity
- When things are going well people feel they don't have to attend.
- Regional managers should be phoning plants who do not attend and find out why they are not attending
- Provincial board has moved around and interacted with entire delegation more so this year than previous years
- Friendly atmosphere
- AGM setting is good, Focus Group should be done earlier on in the day as some people have left, encourage interaction, sharing of thoughts
- More free beer
- More campaigning done for AGM by directors
- Rebate to delegates that do attend
- Discussing possibility of moving AGM to Red Deer (encourage more from south to attend)
- All delegates need to be more vocal about what was learned at AGM
- Engage members by providing more training opportunities at AGM – CCA credits, pesticide applicators

We engage our members by...

- Those member plants that do attend must highlight positives of attending an AGM to neighbouring plants who do not attend
- Trying to get others to join you
- More attendance at local plants AGM
- Start at individual plants board table – getting them more involved
- Short webinars a few times a year
- Ask our members how we can communicate with them – questionnaire via phone calls; what is it that you need, how do you want to hear more about the association?
- Positive interaction at our AGM – keynotes, essential drive home messages, demonstrating value that members can get by attending meetings

TOPIC #4

The attendance at our local plant AGM is...

- Very low

We engage our shareholders by...

- Mail outs, advertising, suppers, producer meetings, recognizing your top producers
- Westlock – good turnouts, social event (dance, dinner, mtg.), each director gets tickets to sell, target producers who should be there, door prizes, recognition of customer business
- Rebates for cleaning
- Social aspect – entertainment
- Recognize significant achievements
- Speakers on topics pertinent to area, summer function – BBQ
- Names of people on accounts receivables list on mail out

- Talk to members when booking grain – encourage discussion regarding concerns, opportunities
- How many of your shareholders know they are actually shareholders of your local plant? What are their responsibilities? What does it mean to be a member of a seed cleaning plant?
- Free breakfast, find sponsorship, phone people in advance – personal invitation by board member
- Personal Contact – talk to your customers, doesn't have to be about business either
- Use a pre written script (outline of questions to ask) when talking to members – why haven't you come, what would you like to see
- Must think outside of box, engage in new opportunities, discuss future
- Constant reminders of meetings, sales and promotions
- Tool kit for engaging shareholders

TOPIC #5

Finding and keeping good managers and staff

- Limiting hours of work, flexible shifts – make it more attractive
- Outline roles and responsibilities of each staff and board member – no conflict or misunderstandings
- Remunerate managers according to responsibilities and business opportunities identified
- Financial recognition – bonus, benefits, salary
- Board members need to be educated on how to keep staff
- Employment contracts
- Production incentives
- Profit sharing
- Improve working conditions in and around plant
- Investing in employees – training
- Board members should work at plant to see what managers do at plant
- Small community living
- Getting the younger generation more involved
- Respect manager and allow manager to manage, look for opportunities to diversify and make more money
- Understand why people who have been there so long have been there so long – ask them what makes them stay, what they like, and pass along information when recruiting new employees
- Reflect your job positively, be excited at what you do
- Make the plants more employable, more user friendly
- Locally raised people/staff are more likely to stay

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Michele's goal is to help you communicate "why your cause matters."

She knows agriculture because she lives agriculture.

Michele holds degrees in Agricultural Communications and Animal Science from Michigan State University, where she is past president of College of Agriculture and Natural Resources Alumni Association and had her work featured in a Spartan Saga. Career highlights include a Regional Directorship for the National FFA Foundation, where she sold over \$5 million in corporate sponsorships and led campaigns to develop community support for various foundation expansions. She has also marketed and sold dairy genetics to more than 25 countries, managed e-business accounts and presented training programs in developing countries. **Michele still holds her firsthand farm experience as the best contributor to her work as an advocate.**

Her **lifelong passion for agriculture** stems from childhood; she has been breeding and judging dairy cattle as a registered Holstein breeder since the age of nine and now resides on a small central Indiana farm with her husband and daughter. They enjoy building their farm, making memories with friends, traveling, coaching dairy judging teams and cheering on the Michigan State Spartans. She even cooks when there's time and likes to garden, minus the weeds.

Michele's strong belief in community-building and overcoming food insecurity stems from experience on four continents, including working the Ukraine and Egypt, through United States Agency for International Development (USAID) projects. She's also active in her central Indiana community, volunteering with FFA, 4-H, church and school.

Michele founded #AgChat and #FoodChat, a weekly moderated discussion on Twitter, in April 2009. Over 15,000 people from 15 countries have used the tag associated with this **highly visible conversation around food and farm issues**. Topics are community driven and have included animal welfare, biotechnology, food labeling, sustainability and translating science. The most popular chat, farmers answering consumer questions, generated 3.1 million unique impressions in three hours. This same community nominated Michele as one of Mashable's Top Three Twitter Users of the Year in 2009, putting agriculture alongside celebrities.

Board Evaluations Promote Excellence

This article was originally written
By Mary Lynn McPherson, March 2010

Sarah could have cheered when she read the motion in the pre-meeting package. The Vice-Chair moved "that the board complete a board evaluation and director self-assessment within the next six months." For several months she had been feeling uneasy about how the board was doing business but as the rookie board member, she wasn't sure how strongly she should vocalize her discontent.

At the last board meeting she indicated her surprise when there was no concern that Bill, a fellow board member, had violated a board policy in place regarding confidentiality. What surprised her even more was that other board members were unperturbed by Bill's behaviour.

In addition, the board never seemed to be concerned about the meetings' lack of organization. The board seemed to mean well and the chair was a very nice man. Maybe because of this meetings typically started 15 minutes late and board members could add items to the agenda when they arrived. Even reports that were sent in advance somehow seemed to get read again at the meeting.

Sarah was excited at the opportunity to make the board more effective. The anonymous online survey would allow her to safely illuminate her concerns. It would be interesting to see if other board members were also silently suffering.

Board evaluations aren't just a fad; when results are properly debriefed, they enable boards to rise to greater intentionality and effectiveness.

What You Can Do

Get board agreement on which type of board evaluation they are willing to engage in: paper-based or electronic; collated internally or externally by a third party; evaluation of the meeting, the Chair, individual directors, or the board as a whole; evaluation input by whom – self and/or peers?

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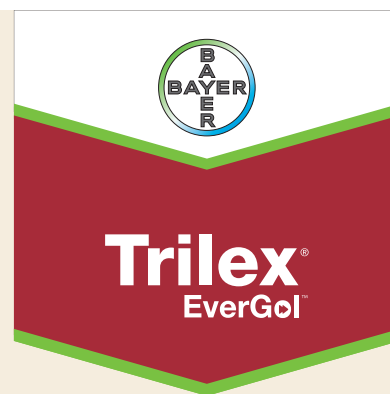
INTRODUCING NEW TRILEX EVERGOL SEED TREATMENT FOR PULSE CROPS

New Trilex® EverGol™ is the next generation in seed treatment, providing critical, early-season seed and seedling disease protection in pulses.

At the heart of Trilex EverGol is the new active ingredient penflufen, designed specifically for use in seed treatments and delivering increased activity on rhizoctonia and ascochyta.

Three active ingredients for broad-based disease protection for pulse crops:

- **Penflufen**, a new active developed as seed treatment only with superior rhizoctonia protection
- **Trifloxystrobin**, proven active ingredient providing broad spectrum disease protection
- **Metalaxyl**, proven protection from pythium



Concentrated Formulation

- Low volumes – controls seed wetness
- Allows for mixing with other seed placed technology such as rhizobia inoculants, and insecticides such as Stress Shield®

Package size will include:

- Farm Pack (treats approximately ~221 bu.)
 - 1.5 L Trilex Component A
 - 0.96 L Trilex Component B
- Bulk (treats approximately ~1,181 bu.)
 - 8 L Trilex Component A
 - 5.12 L Trilex Component B

HIGH PRAIRIE SEED CLEANING PLANT GRAND OPENING



Congratulations to High Prairie Seed Cleaning Co-op for celebrating their official grand opening of their brand new facility on June 8th.

SISTER MARY ANN'S GASOLINE

Sister Mary Ann, who worked for a home health agency, was out making her rounds visiting homebound patients when she ran out of gas. As luck would have it, a Texaco gasoline station was just a block away.

She walked to the station to borrow a gas can and buy some gas. The attendant told her that the only gas can he owned had been loaned out, but she could wait until it was returned. Since Sister Mary Ann was on the way to see a patient, she decided not to wait and walked back to her car.

She looked for something in her car that she could fill with gas and spotted the bedpan she was taking to the patient. Always resourceful, Sister Mary Ann carried the bedpan to the station, filled it with gasoline, and carried the full bedpan back to her car.

As she was pouring the gas into her tank, two atheists watched from across the street. One of them turned to the other and said,

'If it starts, I'm turning religious.!

BAYERVALUE PROGRAM ANNOUNCED

Growers Receive Savings on Bayer CropScience Seed Treatments

Growers can save \$1/acre on all Bayer CropScience seed treatments including Raxil®, and Trilex brands. Additionally, another \$1/acre for a maximum of \$2/acre on Raxil WW is available on matching acres of Velocity m3, Puma® Advance, Varro™, ProSaro® or Folicur® EW. Please consult BayerCropScience.ca/BayerValue for further details.

Board Evaluations Promote Excellence

Continued from page 4

- Decide who will facilitate a conversation that moves the survey results from observation to an action plan for continuous improvement. After all, that is the real purpose.
- Plan to revisit the action plan quarterly. This reinforces your commitment to change and helps to create a culture of excellence on the board.
- Do the evaluation again annually. Sizing up your performance as a board enables the board to measure progress against the past and continually focus on areas for growth. At the same time, your actions demonstrate to staff that you expect everyone to focus on personal and organizational growth.

STRIVE![®]

SEPTEMBER 2012



BAYERVALUE PROGRAM 2013



Bayer CropScience

| Save more! Qualify for additional BayerValue savings by early booking your InVigor®. | SEED TREATMENTS | | INSECTICIDES | HERBICIDES | | | | FUNGICIDES | | |
|---|----------------------------------|--|--------------|---|---------|--------|-----------|------------|----------|-------------|
| | RAXIL® WW | RAXIL OR TRILEX® | DECIS® | VELOCITY m3 | TUNDRA® | VARRO™ | INFINITY® | PROLINE® | PROSARO® | FOLICUR® EW |
| Maximum Savings | \$2/ac. | \$1/ac. | | 13% | | | | 15% | | |
| Early Book InVigor BOOK BY JAN 31, 2013 & PURCHASE MIN 300 AC. INVIGOR | | | | 5% | | | | 5% | | |
| PLATINUM \$100,000 ≥ purchase of Bayer CropScience products* | \$1/AC. MATCHING + ACRES* | \$1/AC. WITH MINIMUM PURCHASE OF 300 AC. OF INVIGOR OR \$20,000 | | 8% | | | | 10% | | |
| GOLD \$50,000 ≥ purchase of Bayer CropScience products* | | | | 6% | | | | 8% | | |
| SILVER \$20,000 ≥ purchase of Bayer CropScience products* | | | | 3% | | | | 5% | | |
| | | | | SAVE \$1/AC. INSTANTLY WITH FULL RATE PUMA | | | | | | |

*with Velocity m3, Tundra, Puma® Advance, Varro, ProSaro or Folicur EW
*All savings and rewards are calculated using suggested retail price (SRP).

For complete terms and conditions, please visit BayerCropScience.ca/BayerValue or call 1 888-283-6847.

Association of Alberta Co-op Seed Cleaning Plants

Group Employee Benefit Program

In the present economy, it is essential to attract and retain high quality employees. Next to salary, employee benefits coverage is the most important tool in attracting and retaining key staff.

Employees want group benefits

The Association of Alberta Seed Cleaning Plants has sponsored an exclusive program that allows each Seed Cleaning Plant the opportunity to purchase group insurance protection for their employees and employees' families.

Benefits Available to Employees

Benefits Include: Health Care and Hospital Coverage, Paramedical Coverage (eg: Massage Therapy, Chiropractor), Disability Insurance, Prescription Drug Coverage, Life Insurance, Accident Insurance and Dental Coverage.

Often employees may have coverage for health and dental benefits via a spouse's plan; however do not have access to cost effective life and disability coverage. The Association Program can provide these employees peace of mind by providing life and disability coverage only, while the employee maintains health and dental benefits through their spousal plan.

Group Insurance with the advice and support you need

Morneau Shepell, an independent benefits consulting firm, provides The Association of Alberta Co-op Seed Cleaning Plants with professional advice and support regarding employee benefits issues and emerging market trends.

Morneau Shepell manages the largest block of Association business and Multiple Employer Plan arrangements in Canada. It is through these arrangements that they can deliver significant advantages to your membership. The more members participate, the more savings and efficiencies we will all experience.

Call today

Please call Doug Sample of Morneau Shepell if you would like more information about the coverage available.

You can reach Doug at **403-538-2363** or **dsample@morneaushepell.com**.

ASSOCIATION OF ALBERTA CO-OP SEED CLEANING PLANTS

BENEFIT SUMMARY



| Benefit | Description |
|--|--|
| Basic Employee Life: Schedule Overall Maximum Termination Age | 2 x annual earnings \$150,000 Earlier of retirement or age 70 |
| Dependent Life: Spouse Child Termination Age | \$10,000 \$5,000 Employee's age 70 or retirement |
| Accidental Death and Dismemberment (ADandD): Schedule Termination Age | Matches Life Earlier of retirement or age 70 |
| Long Term Disability: Schedule Overall Maximum Non-Health Evidence Maximum Benefit Elimination Period Definition of Disability | Pays 60% of monthly earnings \$5,000/month \$4,300/month 119 days Earlier of age 65 or retirement 2 years own occupation |
| Health Care: <i>Reimbursement Levels</i> - Hospital - Drugs - Drug Card - Supplies/Services - Outside-Canada Emergency <i>Maximums</i> - Prescription Drugs - In Canada - Outside Canada Private Nursing Hearing Aids Orthopedic Shoes Custom Orthotics <i>Paramedical Practitioners</i> - Masseur - Physiotherapy - Speech Therapy - Acupuncture - Psychologist - Osteopath - Chiropractor - Podiatrist - Naturopath Anti-Smoking Drugs Hospital Room Survivor Benefit Termination Age | 100% 80% of generic drugs Yes 100% 100% \$5,000 per calendar year Unlimited \$1,000,000/lifetime \$5,000/year \$500/ 5 years 1 pair/year \$500/year \$500/year Unlimited \$500/year \$500/year \$500/year \$500/year \$500/year \$500/year \$500/year \$500/year Not Covered Semi-Private 24 months Earlier of retirement or age 70 |
| Dental Care: Deductible <i>Reimbursement Levels</i> - Basic Services - Major Restorative Services Maximum Checkup Frequency Survivor Benefit Termination Age | Nil 80% 50% \$1,500/year combined basic and major services 2/year 24 months Earlier of retirement or age 70 |

DUSTING OFF THE BYLAWS

BY MARY LYNN MCPHERSON

"Wait a minute, are you saying that our bylaws stipulate there must be a Food and Beverage Committee? With professionally trained staff to look after our food services area what do we need a Food and Beverage Committee for?" asked Tom.

"Good point," Susan agreed. "That's why we're reviewing the bylaws to update them to match our current practice."

"Well, and also the small detail that we're required to re-submit our bylaws to comply with the *new not-for-profit act*," Terry added.

"Okay, I'll admit I'm new to being a board member and I want to be clear I don't have anything against President Ted; however, I have another question. Do we really want the position of board chair to be called 'President'? It's just that I've heard directors of another board express frustration that their 'President' acted as if she was the ultimate boss of both the board and staff – perhaps because of the implications of the word 'President'. Our bylaws actually state that the President is the Chief Executive Officer. In the governance reading I'm doing, *the chair is supposed to be a servant to the board* as a whole and has no authority to direct staff beyond what the board as a whole has agreed. Since we're changing other sections of the bylaws, I'm wondering if we might consider incorporating a change of title from President to Board Chair. And take out that CEO nonsense."

"Hmm," ventured Terry. "I'm not sure how that suggestion will be received. But, let's submit it in our committee report along with the usual pros and cons. Who knows how the board will vote on that one?"

Susan, Tom and Terry, the ad hoc bylaw subcommittee, continued their discussions as they prepared a report for board consideration.

What Can You Do?

1. Plan to review your bylaws. For federally incorporated Canadian non-profits, every organization incorporated prior to the Canada Not-for-Profit Corporations Act (CNCA) that became law on October 17, 2011, will have to apply to transfer or continue under the new Act.
2. Take the opportunity to review, and possibly update, your bylaws. There are often situations where the organization has evolved to the point that some sections of the bylaws are no longer applicable or helpful in the current reality. The requirement to have certain standing committees is just one example.
3. Given that all bylaw or letters patent changes require approval by the members (owners), you might consider incorporating future flexibility into your bylaws. In the committee example, rather than stipulate which standing committees are required, simply indicate that the board be given the authority to strike or disband board committees as it sees fit in order to fulfill its governance responsibilities. Minimize bylaw content... optimize board policy documentation.

Sometimes bylaw changes proposed with good intentions are received with suspicion by other directors or members. This can be the case when the criteria and process for nominating board members are suggested for amendment. This is one reason why you might consider hiring a governance consultant to share best practices and help facilitate consensus.

Thanks,

The **STRIVE!**[®] Team

Health Care Spending Accounts

Did you know that payments made through a Health Care Spending Account (HCSA) are a Non-Taxable benefit to your employees and are a 100% business deduction for the company?

Why HCSA?

If you're looking for a way to enhance benefits and create compensation flexibility, consider a Health Care Spending Account:

- Supplements coverage, because the HCSA can be used for expenses that might not be covered by your traditional health and dental plan. Expense eligibility is determined by The Income Tax Act which is generally very broad.
- Can also be used to pay the balance on expenses where an 80% coinsurance applies under your group plan.
- Can enhance your overall compensation plan for selected benefit classes, without tax consequences for plan members.
- Predictable cost, because the HCSA allocations are capped at the beginning of the year. Plan members can't claim for more than they are allocated.
- Flexibility, because employers fund the plan by determining the allocation amount for their employees, but the employees choose how to spend it.
- Employers determine the allocation amount for their employees at the beginning of the year and the insurer charges a flat 12% administration charge on eligible claims paid.

**For further information
please contact
Morneau Shepell at**

1-866-432-8425.

**MORNEAU
SHEPELL** 

ASSOCIATION OF SEED CLEANING PLANTS LTD.

INSURANCE RENEWAL 2012 – 2013

Dear Seed Cleaning Plants Members,

Foster Park Baskett has insured the members of the Association of Seed Cleaning Plants Ltd. for over 30 years. This program started with our founder, Ralph Foster, and continues to be our flagship account in our ever expanding brokerage. Although the individuals who have serviced the account have changed, the philosophy of the management of this account has not. We will continue to strive to ensure that we provide a comprehensive insurance program tailored to each member's needs and ensure that we are delivering those terms at a competitive cost with sound Canadian insurers. Keeping this in mind we have made some positive changes to the program for the 2012 – 2013 renewal that we would like to share with you. They are as follows:

- **Enhanced Pollution Coverage** – We are now able to provide a broader pollution form for those plants that treat seed. Our coverage form used to be on a Limited Basis (sudden and accidental incident discovered within 120 hours) and now will be on a First Party Pollution basis meaning claims that occur over time will be picked up.
- **Course of Construction Coverage** – We have now added a Blanket Course of Construction with a limit of \$500,000. The intent of the coverage is to cover small construction projects that are not reported to us initially. We would still need all new construction projects to be reported if the member wishes to have the project insured.
- **Directors and Officers Liability Coverage** – For those plants who have purchased the coverage you will automatically be placed on the new wording at no additional charge. Some of the extensions provided under this new wording are items such as employment practices covers which have been upgraded, prorata cancellation, increase of discovery period, and pollution exclusions removed. For those plants that have not yet purchased this coverage it is a good time to consider adding this to your program.
- **Premium Rating** – There will be no additional charges in premium this term. We have been able to incorporate these changes with no increase. In fact dependent on the fire protection and location of the plant some plants will experience a slight decrease.

Along with these changes we should also point out the following:

Valuations

After visiting with a number of the plants one of the most common concerns was with respect to valuation of the plants and insuring to the proper replacement cost value. In consideration of this Foster Park has contracted the services of Suncorp Valuations at our own cost to provide a valuation on building and equipment for both a frame plant and steel plant. This report should provide the tools necessary to accurately determine a replacement cost for any plant in Alberta.

Profit Sharing Program

At this time it appears as though the Association will qualify for the Profit Sharing Program we introduced at the convention earlier this year. If these numbers hold true this will mean that each member who is claims free on the property portion of their risk will receive a 10% rebate of premium. This rebate will be provided to those plants who renew and the rebate will likely be sent out in November after the renewal as per the terms and conditions of the agreement.

We have been very proud to serve your organization and fundamentally believe that we have designed our program with the best interests of each and every member. As mentioned the program is underwritten by sound Canadian insurers who understand your risk and have paid claims when they occur. We look forward to serving your needs in the future.

Yours truly,



Andre Charrois
Account Executive, Managing Partner
Foster Park Baskett Insurance Brokers Ltd.

FarmTech

Global Perspectives...
Local Knowledge

2013

Join us... Jan. 29-31
Edmonton EXPO CENTRE
at Northlands



FarmTech 2013 Speakers



Stuart Barden
International Farmer from Kenya



David Chilton
Author of The Wealthy Barber Series
and co-star on CBC's Dragons' Den



Todd Hirsh
Senior Economist, ATB Financial



Dr. John Izzo
Author, Business advisor



Ron MacLean
Host of Hockey Night in Canada
FarmTech 2013 Banquet

Canada's premier crop production and farm management conference.

FarmTech 2013 features an outstanding line-up of speakers delivering more than **60 concurrent sessions** covering the latest in **technology, environment, agronomy and farm business management.**

The **Agricultural Showcase** is home to the most **innovative** companies displaying their products and services along with special events and networking opportunities.

www.farmtechconference.com

For complete details and the latest updates

Toll Free 1-866-FARMTEC

REGISTER BEFORE JAN. 11th, 2013 for Early Bird Discounts!

FarmTech 2013
is Proudly Hosted By:



Raxil® WW

GROUNDED IN PLANT HEALTH

Above ground all you will see is a beautiful healthy cereal crop, but below the surface is where plant health starts. Raxil WW seed treatment provides unmatched protection from the most serious seed- and soil-borne diseases including true loose smut, fusarium and much more. Not to mention the added protection of Stress Shield® to further increase plant health and eliminate the threat of wireworms.

The Stress Shield Difference

Under ideal conditions plants will dedicate available energy to increase growth and seed production, but when they encounter a stressed environment (pests, drought, heat or other) their response is to re-direct energy stores to further protect themselves and initiate repairs.

Stress Shield curtails the negative effects of plant stresses by supplying a supplemental energy pool for internal repair and coping systems. The result is a higher performing root system, improved vigor, robust growth and increased yield.

Additionally, through ingestion and/or contact, the active ingredient in Stress Shield (imidacloprid) prevents wireworms from feeding on cereal crops, forcing them into a prolonged coma-like state.

Features and Benefits

- Raxil WW is a co-pack of Raxil MD and Stress Shield combining both fungicide and insecticide components
- Stress Shield is a neonicotinoid insecticide that improves overall plant health, better enabling your cereal crops to better cope with environmental stresses and fight off pests
- The most robust disease label on the market and the number one choice among Canadian cereal growers
- Water-based formulation provides a thorough even seed coverage, ideal for on farm and commercial treating.

FEDERALLY COMPLIANT SAFETY MANUAL AND TOOLKIT

Most of you are already familiar with the Safety Program and Toolkit that Jamie Page with Work Care Consulting presented in January at the Annual General Meeting and again at the end of June in Strathmore. As an employer you have a legal requirement to take action to prevent injury and illness at the workplace (due diligence).

To see if you can demonstrate due diligence (your legal defence if charges were ever made against you) complete the following checklist. If you can check off the majority of the boxes on this checklist then your covered, you have an effective Health and Safety program in place, if not, you need to look at changing that.

Jamie has built a federally compliant Safety Manual and Toolkit that contains all of the forms and documents necessary to protect your employee's health and safety. If interested, please contact Jamie by phone at **780-349-3379** or jdpage@xplornet.com and she can discuss getting your plant set-up.

For those of you who have already purchased the program and need some help getting started, Jamie has been doing site-visits where she goes through the program with you at your plant, providing the help (or a kick in the a\$\$, if needed) to begin implementing the required forms and documents.

DUE DILIGENCE CHECKLIST

What is the standard of due diligence?

Taking all reasonable and care to protect the well-being of employees or coworkers. What is the defense of due diligence?

All reasonable precautions to comply were taken in the circumstances.

What is the test of due diligence?

Documentation of an effective program; an effective Occupational Health and Safety (OHS) program includes:

- A written OHS program that has been implemented
- An employer who takes steps to control or eliminate specific hazards
- Written safe work procedures that are understood and followed by worker.
- Workers who are provided with adequate instruction, training, supervision and discipline to work safely

How can this checklist help?

The following checklist (pages 11-12) is intended to help employers determine if they have sufficient documentation of an effective OHS program. This checklist is only a guideline.

FOR SALE - LMC MARC "ND" 500 GRAVITY SEPARATOR

Features are: Single deck for all products. Single air control. Digital tachometer display for RPM on eccentric shaft. Rock, heavy, middling, and multi light discharge. Automatic discharge gate. Includes CSA approved control panel with start/stop. Two DMF drive units and dust hood.

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Do you have an idea for a Seed Plant News story? Or is there something you would like to see featured in this publication?

Please send your ideas, submissions or feedback to Lorena Pahl at lorena.pahl@seed.ab.ca or phone 403-782-8022.

| | |
|------------------|-------------------|
| Employer: | Workplace: |
|------------------|-------------------|

Part 1: Does the employer keep the following types of records or documents?

| | |
|---|---|
| <input type="checkbox"/> Worker orientation records | <input type="checkbox"/> Records of worker/supervisor training showing the date, names of attendees and topics covered (ie: WHMIS/Lockout) |
| <input type="checkbox"/> Inspection reports and records of corrective actions taken to solve problems | <input type="checkbox"/> Incident/accident investigation reports and records of corrective actions taken to solve problems. |
| <input type="checkbox"/> Records of meetings and crew talks where safety issues were discussed | <input type="checkbox"/> Joint OHS Committee meeting reports showing steps taken to address health and safety issues |
| <input type="checkbox"/> Records showing use of progressive discipline to enforce safety rules and written safe work procedures | <input type="checkbox"/> Supervisor's notes and logs of safety contacts with workers |
| <input type="checkbox"/> Subcontractor pre-qualification documents | <input type="checkbox"/> Equipment log books and maintenance records |
| <input type="checkbox"/> First aid records, medical certificates, hearing tests | <input type="checkbox"/> Forms and checklists showing the employer requires workers to follow safe work procedures (ie: confined space entry permits) |
| <input type="checkbox"/> Sampling and monitoring records of exposures to harmful substances | <input type="checkbox"/> Emergency response plan and records of drills and any resulting improvements |
| <input type="checkbox"/> OHS related budget items and purchase orders | <input type="checkbox"/> Statistics on the frequency and severity of accidents |

Part 2: Do the employer's records or documents show an effective OHS Program?

Do records/documents indicate that the employer/management:

| | | |
|---|--------------------------|--------------------------|
| 1. State and communicate a clear workplace OHS policy | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 2. Assign responsibility and resources for implementing OHS program to identified person(s) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 3. Include workplace OHS issues on management meeting agendas | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 4. Require contractors to conform to OHS regulations | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 5. Ensure records are maintained (see Part 1) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 6. Review statistics on the frequency and severity of accidents, as well as injury and illness trends over time | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 7. Assign responsibility for identifying hazards and conducting risk assessments | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 8. Implement appropriate controls (engineering, work practice/administrative, PPE) for identified hazards (ie: machine guarding, lockout, confined space, falls from elevation, chemical hazards, repetitive strain injury) | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 9. Implement a preventative maintenance schedule as required by manufacturer's and industry recommendations and standards | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 10. Address Health and Safety Representative recommendations | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 11. Review OHS program activities (ie: once a year) and make improvements as needed | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |

Do records/documents indicate that supervisors:

| | | |
|---|--------------------------|--------------------------|
| 12. Receive training to perform their safety and health responsibilities | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 13. Give crew talks/conduct safety meetings | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 14. Participate in inspections | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 15. Conduct incident/accident investigations | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 16. Take action to correct reported hazards | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 17. Conduct orientations | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 18. Conduct on-the job training | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 19. Evaluate training to ensure that it is effective | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 20. Monitor work conditions and practices in areas where they have responsibility | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 21. Correct employees not following rules and procedures | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 22. Keep records and progressive discipline | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |
| 23. Have OHS considered as an element in their performance evaluation | <input type="checkbox"/> | <input type="checkbox"/> |
| | Yes | No |

| Do records/documents indicate that workers: | | |
|--|---------------------------------|--------------------------------|
| 24. Receive orientation | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 25. Receive specific job instruction | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 26. Receive health and safety training (ie: responsibilities, hazards, engineering controls, written safe work procedures, use of PPE) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 27. Demonstrate the skills/knowledge necessary to perform their jobs safely | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 28. Report injuries and hazards | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 29. Participate in inspections | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 30. Participate in incident/accident investigations | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

| When dealing with disciplinary procedures for workers, supervisors and managers who don't follow safety rules or safe work procedures: | | |
|---|---------------------------------|--------------------------------|
| 31. Are there disciplinary procedures in place? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 32. Are workers/supervisors/managers aware of them? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 33. Are disciplinary procedures used effectively? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 34. Are they monitored by the Health and Safety Representative? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 35. Are good records kept of progressive discipline used to enforce safety rules and written safe work procedures? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

| | |
|--------------------------------|--------------|
| Checklist completed by: | Date: |
|--------------------------------|--------------|

Employer's Action Plan

| Item # | Action Required (specify) | Action by (name) | Target Date | Completed |
|--------|---------------------------|------------------|-------------|--------------------------|
| | | | | <input type="checkbox"/> |
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