



# Alberta Motor Transport Association

## 2022 ANNUAL GENERAL MEETING

### AGENDA & MINUTES

**September 24, 2022 – 9:00 AM MT**

**In-Person and Virtual Attendance Options**

**In-Person**

**The Rimrock Resort Hotel  
300 Mountain Avenue, Banff, AB  
Wild Rose Ballroom**

**Holiday Inn & Suites – Calgary Airport North  
20 Freeport Place NE, Calgary**

**Virtual Zoom:**

**A Meeting Access Link, once you have registered, will be delivered to your email address 24 hours before the meeting convenes.**

#### MEETING AGENDA

1.	Welcome to Meeting   Acknowledgements	Information
2.	Welcome Remarks from Board Chair [ J Groves]	Information
3.	Honourable Prasad Panda - Keynote Address	Ministerial Address
4.	Call to Order   Approval of Agenda - Standing Motion	Convene /Approve
5.	Adoption of the 2021 Annual General Meeting Minutes - Standing Motion	Approve
6.	Report of the Board	
	6.1 Actions and Achievements (2021/2022 Annual Report Highlights)	
	6.2 Strategic Plan - The Road Ahead	
	6.3 Recognizing the ATMA Board of Directors (Term ending September 2022)	
	6.4 Approval of Accounts and Board Actions - Standing Motion	Approve
7.	Presentation of 2021 Audited Financial Statements [R Harper, Controller]	Information
8	Appointment of External Auditor for Year Ended 2022 - Standing Motion	Approve
9.	Election of 2022 Association Board of Directors <i>(Board of Directors Recommended Slate of Candidates)</i>	Approve
10.	Annual Association Award Recipient - Acknowledgements	Information
	Historical	
	Associate Trades	
	Friend to Industry	
	Driver of the Year	
	Safety Person of the Year	
11.	2023 Annual General Meeting - (April date and venue will be announced early 2023)	Information
12.	Adjournment	Motion

## 1. Call to Order

Board Chair, Jude Groves, on behalf of the Association's Board of Directors, Administration and Members, called the 2022 Alberta Motor Transport Association (AMTA) 82<sup>nd</sup> Annual General Meeting to order at 9:00 am MST and welcomed all other guests. The meeting was hosted from The Rimrock Resort Hotel, Banff AB and Holiday Inn & Suites, Calgary Airport North venues and virtually in compliance with July 26, 2022 Notice requirements as prescribed in the Association's bylaws and Societies Act of Alberta. The list of those convened is attached to these minutes as [Schedule 1](#).

## 2. Welcome Remarks from the Board Chair

Mr. Groves opened his remarks, acknowledging respectively the traditional Treaty homelands and Metis settlements upon which the AMTA Edmonton and Rocky View offices are situate. He continued with introductions of the Board Executive, Association managers, and administrators and extended a warm welcome to the Honourable Prasad Panda, Minister of Transportation.

Mr. Groves imparted his appreciation for the contributions of the Association's members and their ongoing commitment to safety advocacy and endorsement of the governance and policy vision. He acknowledged the collaborative partnerships with government and key stakeholders enjoyed by the commercial transportation industry in building a stronger, more prosperous Alberta.

Mr. Groves underlined the wholesale challenges and natural disasters continued to be navigated globally and closer to home. The commercial transportation industry and its suppliers have been exemplary in their response to maintain, where and whenever possible, a secure supply chain of goods and services to keep the home fires and economy flowing.

He concluded his remarks, elaborating on the governance restructuring endorsed by membership earlier in the year that will support and advance the strategic vision of the Association. It is a model focused upon leading change and implementing prudent innovation--all with the foundational goal of strengthening value for our membership and industry. AMTA is focused on building collaborations to accomplish ambitious goals in partnership with our membership and growing stakeholder base:

Working with Government (Industry Advocacy):

- \$30MM in funding over 3 years for commercial driving grants that provide for greater access to those wishing to enter the industry that will produce qualified, trusted career professionals with a safety culture qualified to operate on the roads and highways of our province and beyond.
- \$3MM investment to encourage women to enter industry.
- Class 1 option to perform road tests with an automatic transition starting 2023.

Board Chair Groves extended a warm welcome to the Hon. Minister of Transportation, Prasad Panda, MLA for the Calgary-Edgemont constituency, and invited him, as the meeting's keynote speaker, to address our attending Association stakeholders and guests.

## 3. Ministry Welcome Messages

Minister Panda welcomed the opportunity as Minister of Transportation to engage in conversation with our membership. He noted his growing admiration for the commercial transportation industry and industry suppliers for its unwavering commitment during

extraordinary times, offering all Albertans who rely upon our industry a lifeline in sustaining the flow of goods, people, and services and bolstering our province's economy by mitigating disruption in supply chain security.

“Over 50 percent of goods are moved by truck”: Minister Panda remarked on the tangible impact of the commercial transportation industry within the agriculture, forestry, mining, oil, and gas sectors, to name a few, who all depend on provincial roads to move their goods, people, and services. He noted the correlation between the commercial transportation sector and that of the province's investment in infrastructure in maintaining good roads that connect communities, encourage investment, and promote employment.

The provincial government has collaborated with our industry in the creation of grants and funding opportunities. These grants serve to reduce barriers and address driver shortages through an uptake in driver training funding. The “*Driving Back to Work*” grant program supports unemployed Albertans by covering 90% of costs. Beginning early 2023, drivers can complete their road tests using automatic transmission vehicles. Reducing entry costs and offering up-to-date, relevant training to keep abreast of current technology will encourage those considering a career within the commercial transportation industry. His ministry places priority in exploring ways to improve upon the quality of life encountered by truckers every day: increasing and enhancing the number of rest stops that will provide convenience and enhance safety/rest periods and will, in turn, support regional economics and jobs. He stressed the importance of collaboration between government and the transportation industry to find solutions to improve upon the amenities available to our industry drivers who depend upon and deserve a respectful working environment.

Minister Panda championed the great working relationship enjoyed between the AMTA and the Government of Alberta. He referred to the continuing discussions regarding AMTA's unsolicited proposal for the development of a world-class training campus. While government outreach is currently curtailed due to the UCP leadership race, he was confident consultation would resume as soon as practicable. Transportation safety is a priority for his ministry. Work is ongoing on a number of fronts to ensure that resources are in place for roadway expansion and maintenance (e.g., Hwy 40 south of Grande prairie); technological advancements (hydrogen infrastructures) to contribute to economic prosperity and support safe and reliable journeys for all those who utilize our extensive roadways.

Minister Panda concluded his remarks, thanking industry members for their commitment and sacrifice over the past year. Doug Paisley thanked Minister Panda for taking the time to provide his insights on behalf of the Government of Alberta and for his ongoing support for the vision of the commercial transportation industry.

#### **4. Approval of Agenda**

Mr. Groves transitioned to the formal business of the Annual General Meeting.

**Moved** by Greg Sokil, seconded by Real Durand to approve the agenda, as presented to the meeting.

**CARRIED.**

#### **5. Minutes of 2021 Annual General Meeting: Approval**

The Board Chair indicated that the Minutes of the 2021 AMTA Annual General meeting was

provided to members in advance of the meeting and available on the AMTA Board website [amta.ca](http://amta.ca)

**Moved** by Greg Sokil, Seconded by Dave Hewlett to adopt the minutes of the Alberta Motor Transport Association 2021 Annual General Meeting, as presented.

**CARRIED.**

## 6. Report of the Board

### 6.1 Actions and Achievements (2021/22 Annual Report Highlights)

Mr. Groves referred attendees to the Actions and Achievements folder, provided in the meeting package. He extended his thanks and appreciation to management and staff for their diligence, efforts, and commitment during what continued to be a very challenging recovery year. Through hard work and collaboration among members, stakeholders, and partners, much has been accomplished in 2021/22. Below are highlights marking these achievements.

#### Government Advocacy:

- 5 Top Infrastructure Concerns (collaborating with the Provincial Government, among other stakeholder groups):
  - i. Highway 40 South – Grande Prairie Twinning
  - ii. Highways 881 (Edmonton) & 63 (Fort McMurray) – Twinning
  - iii. Highway 3 – Twinning
  - iv. Highways 43X & 43 Interchange
  - v. 116 Street – Grande Prairie Truck Route
- Through our Compliance and Regulatory Affairs (CRA) activities in 2021-2022, we have seen significant, positive regulatory changes in Alberta's commercial transportation industry.
- CRA offers a constructive pathway to raise industry's concerns to all levels of government. This collaborative, but assertive, approach to change has resulted in many specific successes over the past two years.
- Our efforts in the provincial government's Red Tape Reduction activities resulted in several key wins [outlined *2021-2022 Actions and Achievements* report].

#### Education Services:

- The creation of management position to support the amalgamation of Education Department and Education Delivery resulting in improved synergies to benefit members.
- Instructional Designer was hired to assist with the development of e-learning courses to provide greater accessibility to students.
- National Designation Recognition: Mapping of AMTA's Certified Transportation Safety Professional (CTSP) designation against International Network of Safety and Health Practitioner Organization (INSHPO)
- Enhanced education and training opportunities through the ongoing development of several creative sentences.
- Collaboration with other provincial health and safety organizations to deploy

existing training offerings in a harmonized manner and achieve standardized, recognized industry training.

- Development of a new online course to help industry understand hydrogen as an alternative fuel source
- Responsive shift to virtual program delivery: AMTA's Learning Management System (LMS) offered more than 800 online courses, authorized by third-party organizations, in 2020-2021.

#### Quality Assurance:

- In 2021, expanded to include the Partners in Compliance (PIC) program, which supports participating carrier fleets in their endeavours to achieve excellence in safety and compliance.
- Formed three Certifying Partner-led (CP) working groups to redevelop and establish new standardized requirements for auditor qualifications, training, and certification among all CPs.
- Two new action plans for COR holders were completed in 2021. Action Plans support AMTA's COR holders by providing an in-depth review of their health and safety programs and offering suggestions for improvement.
- A new CORRS Digital Project was launched to implement Paperless CORs and operationalize COR Expiry Date Extensions.
- The *2022 COR COVID Audit Plan* was created.
- Documents for the 2022 COR and SECOR Audit Standards and Instruments Update, which came into effect January 1, 2022, were approved.

#### Member Services:

- Department consolidation to be inclusive of PIC, Workplace Support Services (WSS), and Business Development (BD).
- Developed *WCB Toolkit*, an industry-specific resource to assist employers with injured workers and return-to-work supports.
- Collaborated with Energy Safety Canada to produce and provide a broad range of industry-specific webinars for members.
- Published *Psychosocial Hazard Control in Alberta's Commercial Transportation Industry: A Guide to Improving Psychological Safety for Small- and Medium-Sized Carriers*.
  - Produced AMTA Micro-Learn Series: 1) Slips, Trips, and Falls (with Canada Cartage), and 2) Musculoskeletal Injuries (with Rosenau Transport).
- The WSS team created and published more than 25 articles on a range of relevant topics for members.
- Partners In Compliance (PIC) program: A third-party consultant has been contracted to determine how the program can add value to current and potential members.
- Implemented virtual Regional Meetings throughout the year in response to COVID-19 gathering restrictions.

### Industry Advancement:

- Our Industry Advancement department is engaged in planning and executing several exciting strategic projects to introduce industry to alternative low-emission fuels and accelerate greenhouse gas (GHG) emission reductions.
- Launched in early 2022, the ***Hydrogen Commercial Vehicle Demonstrations Project*** is a \$3.3-million venture that will introduce hydrogen diesel dual fuel and fuel cell electric vehicles (FCEV) to our members. This technology will be piloted with our members to inform industry, reduce emissions, and advance adoption of zero-emission vehicles.
- AMTA is working with its project partners to advance **Virtual Reality Mandatory Entry Level Training (MELT)**. This innovative training system will allow non-biased, consistent training in both routine and difficult-to-reproduce driving scenarios. Drivers will be able to undergo training using a safe, environmentally friendly platform that will encourage the repeatable practice of driving scenarios until mastery is achieved.
- **AZETEC** is an industry-led initiative to reduce emissions from Alberta's heavy-duty transportation sector. This \$7.3-million consortium will design and assemble Canada's first two, Class 8 hydrogen-powered commercial trucks.  
In collaboration with its project partners, AMTA has led the design of Alberta's first **hydrogen fueling infrastructure**. Located in Edmonton, this station, which is scheduled to be commissioned later this year, will support the AZETEC project, as well as municipal hydrogen bus projects and the Hydrogen Commercial Vehicle Demonstrations.
- The **Cooperative Truck Platooning System (CTPS)** trials, which began in November 2021, ran for a six-month period on the QE II (between Edmonton and Calgary) and on Highway 1 (between Calgary and Banff). These trials introduced Canadians to the country's first, Level-2 platooning of automated fleet vehicles in a controlled, real-world environment. These demonstrations provided critical data pertaining to drivers' behaviour, risk management, and safety assessments.

### Marketing and Communications:

- Elevated social media outreach, sharing the stories of AMTA, its members, and our industry.
- Facilitated two-way dialogue and engagement with members and stakeholders.
- Staffing resources adapted to respond to better align and execute strategy organizational MarCom function.
- In 2021-2022, AMTA provided extensive, relevant, and agile information to our members regarding the evolving needs of the pandemic and the BC floods.
- AMTA events were shifted to virtual format, wherever possible.
- AMTA partnered with Canadian Strategy Group to develop and execute a province-wide public awareness campaign about the industry, AMTA, and the value the association brings to Albertans.
- AMTA provided awareness and engagement opportunities for both industry and the public related to Industry Advancement's ongoing projects.
- MarCom, Member Services, and Finance departments worked together to develop and enhance our AMTA<sup>+</sup> program.

## 6.2 Strategic Plan – The Road Ahead

Mr. Groves provided a high-level overview of the strategic initiatives undertaken by the Board in collaboration with the AMTA management team.

- Redefined the Association ‘s
  - Core Values: The Character of our People – relentless professionals serving our industry
  - Brand Vision: Delivering Alberta’s essentials – We make life better
  - Advancing Innovation: Exploring opportunities for continuous improvement and visionary concept of the industry of the future
  - Member Focused – in all we do.
  - Passion for Industry and safety

These values exemplify the team of professionals that serve the Association’s members, partners and the value proposition the proudly deliver in all they do.

Mr. Groves provided an overview of the Strategic Objectives curated in the Spring of 2022, attached hereto as **Schedule 2**. The Board arrived at 5 foundational pillars that lay out ambitious but achievable 3–5-year goals and seeks to position the Association as a leader in driving innovation and advocacy within Alberta and building upon its reputation within an ever-evolving global industry ecosystem.

## 6.3 Recognizing the AMTA Board of Directors (Term ending September 2022)

Mr. Groves recognized the visionary leadership and support of AMTA’s current and outgoing Board of Directors. He imparted his appreciation of his colleagues who have demonstrated their shared commitment, leadership, and personal sacrifice during a turbulent period. The oversight of this board has helped to position our association and industry, and, specifically the Alberta players in our industry, as key leaders across this province and country, in the face of both significant challenges and exciting opportunities.

### Executive:

Jude Groves	Tim Bennett
Doug Paisley	Real Durand

### Board Members:

Grant Mitchell	Gene Orlick
Carl Rosenau	Brad Beerling
David Schmidt	Cam Jesse
Ken Rosenau	Sunny Punian
Dan Columbus	Don Achtemichuk
Terry Siemens	Kevin Ramsay
Greg Sokil	Rod Shopland
Marcel Pouliot	Dave Hewlett (Term Ending 2022)

## 6.4 Approval of Accounts and Board Actions

**Moved** by Greg Sokil, seconded by BJ Zoobkoff to approve the 2021-22 Actions and Achievement of the Alberta Motor Transport Association and the Decisions taken by the Association’s Board of Directors.



**CARRIED.**

**7. 2021 AMTA Audited Financial Statements - Presentation**

Mr. Groves referred members to the audited financial statements received in advance of the meeting and within their in-person meeting packages, attached to these minutes as **Schedule 3**. He confirmed that this year’s external audit review was conducted by the accounting professionals Myers Norris Penny (MNP) LLP. He introduced Mr. Robert Harper, AMTA Controller, and invited him to provide highlights of the audited financial statements.

Mr. Harper began his overview providing the fundamental principles upon which the external audit was based, including the independent auditor’s report / overarching opinion.

- Statement of Financial Position and cashflow: Net assets are quite strong \$7.7MM, mostly attributable to capital asset holdings. This figure is an increase over last year. The association continues to enjoy a positive cashflow. He referred to a long-term deposit of \$1.1MM earmarked for campus facility development. This figure can fluctuate at certain periods throughout the year due to accounts payable intervals. Long Term Debt: related to a mortgage held regarding our Association’s EIA facility.
- Statement of Operations & Changes in Net Assets: The largest variance year/year concerns “research and innovation” project (enumerated earlier) grants and expenditures. He referred members to Note 10 for greater detail on the account of each project.
- 2022 Financial Update as at August 31, 2022: Mr. Harper reported that net assets remain consistently strong. The research and innovation fund reflects a surplus and cash remains strong. The Board recently approved the conversion of the EIA mortgage to a fixed rate interest rate, to get ahead of anticipated increased set by the Bank of Canada. No concerns have been raised in terms of the operating budget. With the inherent curtailment of Association events due to public health gathering restrictions, revenue has seen a downturn as a result.

Hearing no questions, Mr. Harper concluded his report.

The Board Chair called for a 10-minute recess at 9:53.

**8. Appointment of External Auditor**

**Motion** to Appoint as External Auditors of the Alberta Motor Transport Association, Meyers, Norris Penny (MNP) LLP, for the 2022 fiscal year.

**Moved** by Greg Sokil, Seconded by Chris Huges to appoint Meyers Norris Penny (MNP) LLP as Alberta Motor Transport Association External Auditors for the 2021 fiscal year.

**CARRIED.**

**9. Election of 2022 Association Board of Directors**

The Board Chair referred to the Association’s Board of Directors recommendation of the slate of nominees for terms ending respectively, April 2023, 2024 and 2025, such authority derived from Article 5 of the Association 2022 bylaws and attached to these minutes as **Schedule 4**. Mr. Groves called upon a non-board voting member to present the motion to approve the recommended slate, as presented.



**Moved** by Matt Cook, Seconded by Christine Groulx to approve the appointment of the slate of board nominees for respective terms ending April 2023, 2024, and 2025, as recommended by the Alberta Motor Association Board of Directors and as presented to membership in advance of the meeting:

**CARRIED.**

## 10. Annual Association Award Recipient Acknowledgements

Tim Bennett, Senior Vice Chair of the Association, acknowledged the 2022 AMTA award recipients. He pointed to the dedication of the award recipients who make a difference every day to bring value and reward to our industry brand. These individuals go above and beyond in serving our membership and public. The association commends and tips its cap to this year's complement of winners who are honoured this year.

**Associate Trades: Kate Malley**

Presented to an individual who regularly goes above and beyond in serving AMTA membership and the public in the commercial transportation industry.  
(Employer: Fort Garry Industries) (Sponsor Group Health)

**Driver of the Year: Dan Murphy**

Selected from a pool of AMTA Driver of the Month award winners, who have proved their mettle, safety records, and esteem for the profession over the past year. Dan will be entered into the Canadian Trucking Alliance National Award.  
(Employer: Hill Bros. Enterprises Ltd.) (Sponsor Volvo)

**Historical Award: Steve Callahan**

(Retired) (Selected by AMTA Board of Directors)  
Awarded to an individual who has dedicated their life to the commercial transportation industry. This award seeks to chronicle and preserve their accomplishments.

**Friend to Industry (Posthumously): Brian Dumsday**

(Selected by AMTA Board of Directors)  
The industry is a collaboration of countless stakeholders who together pursue shared objectives and visionary to the benefit of all Albertans. This award recipient has exemplified throughout his distinguished career his continued and stalwart support of our Industry. We owe a debt of gratitude. Thank you, Brian.

**Safety Person of the Year: Christine Groulx**

Safety is paramount at the AMTA. The Safety Person of the Year exemplifies an individual not only accountable for the safety of their fellow employees but the safety company they represent. This award shines a light on the individual who has everyone's interest at heart.  
(Employer: 4 Seasons Transportation)  
(Selected by AMTA Injury Reduction & Training Advisory Council / Sponsored by High Street Insurance Group, Inc.)

**Service to Industry: Jude Groves (Outgoing AMTA Board Chair 2019-2022)**

(Sponsor BFL Canada Insurance Inc.)  
Distinguished Acknowledgement for Service to Industry is bestowed upon the Association's outgoing Board Chair to recognize his role and invaluable contributions to the Commercial Transportation Industry during their tenure as Chair, Board of Directors. AMTA extends its appreciation for Jude's extended dedication and sacrifice that extends to his family.

Mr. Groves conveyed his appreciation for the acknowledgement, and in turn acknowledged his

board colleagues, citing the magnitude of accomplishments achieved within a very challenging time. He looks forward to sharing his leadership and talent in his new capacity as Past Chair as the Association turns its sights to a new and even more progressive chapter of the Association.

## 11. Q & A Session

Mr. Groves turned the meeting over to the floor to receive any questions or comments from the meeting delegates and attendees.

**Q1:** Referring to the slate of nominees and Board complement voted upon by its members, it was noted that many are employed by larger carrier companies. What is AMTA doing to attract the smaller carrier companies to have a voice in industry?

Mr. Groves referred to AMTA's adoption of its new governance model that provides for a competency and skills matrix, and the hiring of independent recruitment consultants who will advise the Board as they move towards an inclusive footprint of representation and from which nominees and candidates are chosen for recommendation by the Board to its members. Within this new model, an organizational model is being developed that is intent upon opportunities of inclusion of the smaller carrier voice and all those within its membership through operational committees (CRA; PIC; IRT). He encouraged anyone interested in serving the Association, either through personal experience gained through our committees or developing their knowledge and experience to qualify to serve as a member of the Association's board.

**Q2:** What AMTA is doing to attract more diversity in the Board? Mr. Groves noted a correlation in his response to the first question and added the Association enjoys a fruitful relationship with Women Building Futures; but acknowledged the need to improve upon the recruitment and retention of a diversified industry demographic.

**C3:** Apprentice Program Models: Request of the Association to consider apprenticeship models that will support interrupted incomes and income ceiling thresholds that may require industry employees to pay back a portion of their EI earnings.

**C4:** Job Grant Programs : Streamline application synergies to avoid disqualification or missed opportunities. Foreign Workers: This Association is asked to consider streamlining the assimilation of these workers into training and programs that would provide them with career employment within our industry. Mr. Groves imparted the Association is ready and able to assist in these areas and encouraged engagement. He referred to initiatives underway that would support this inquiry, particularly the certification of those dedicated to working within our industry as designated professionals.

**Q5:** Response to Driver Inc.: This is a concern on both a provincial and federal level. AMTA as a safety Association have engaged in progressive conversations with WCB Alberta and Alberta Transportation on how we can effectively identify and address the negative impact Driver Inc is having on our industry. AMTA also has a voice at the table of the Canadian Transportation Alliance and its members across Canada.

**Q6:** What efforts is the Association making to open the doors to allow for adequate insurance coverage to new drivers, particularly experienced by smaller companies who need to draw from a pool of drivers with less than 3 years' experience: IBC are currently at the table with our Association to explore ways in which solutions can be found to address the concern. Commercial professional credentialing is one step towards junior drivers' eligibility to qualify for training & education, grants, programs, and ultimate insurance eligibility for those exemplifying a proven safety track record.



**12. Next Annual General Meeting**

The 2022 Alberta Motor Transportation Annual General Meeting will be held in April 2022. The exact date and venue will be announced on the AMTA Website once details are established.

**13. Adjournment**

Moved by Greg Sokil to adjourn the 2022 Alberta Motor Transportation Association Annual General Meeting at 10:40 am.

**Roster of Attendance**

Refer to *Schedule 1*.

**2022 Alberta Motor Transport Association**

**Annual General Meeting**

**Schedule 1**

**Attendee Report**

**\*Voting Members - Includes Members Registered to Vote by Proxy**

1117460 ALBERTA LTD ( <i>Proxy Lorri Christensen</i> )	Lorri	Christensen
520 Transport ( <i>Proxy Real Durand</i> )	Chris	Huges
Agrifoods International Cooperative Ltd.	Corina	Holba
Anderson Last Mile Inc.	Andrew	Anderson
Apps Cargo Terminals	Justin	Sheppard
Arrow Transportation Systems Inc.	Matt	Cook
ATS Health Care	Don	Achtemichuk
Barmac Contracting Ltd	Darren	Pinkoski
Bassani Transportation Service Inc ( <i>Proxy Jen Deisman</i> )	Jeni	Deisman
Bison Transport	Real	Durand
Bl transport	Brooklyn	Assels
Bremic Carriers Inc.	Brent	Ryan
Bushell Transport ( <i>Proxy Tim Bennet</i> )	Bill	Vezina
C.A.T. Inc. ( <i>Proxy Jeff Workman</i> )	Jeff	Workman
Calgary Food Bank	Michael	Pasma
Car Carriers ( <i>Proxy Real Durand</i> )	Ron	Spring
Carmacks Enterprises Ltd.	Bryan	Johnson
Central Carriers (Edmonton) Ltd	Rendel	Elock
Chinook Carriers Ltd ( <i>Proxy Andrew Barns</i> )	John	Klemen
Chris Page and Associates ( <i>Proxy Real Durand</i> )	Dan	Drake
City Of Airdrie	Tony	Evans
D. Ray Construction Ltd. ( <i>Proxy Real Durand</i> )	Sherri	Shumko
Diversified ( <i>Proxy Real Durand</i> )	David	Richards
DNW Logistics Ltd ( <i>Proxy Real Durand</i> )	Danne	McPherson
Ecco transport services	Dawn	Brandstrom
ENMAX ( <i>Proxy Dave Davis</i> )	Dave	Davis
FKD Contracting LTD ( <i>Proxy Dave Pekar</i> )	Dave	Pekar
Flying J Transportation Canada ( <i>Proxy Dale Howard</i> )	Dale	Howard
Fort McKay Group ( <i>Proxy Real Durand</i> )	Andre	Leger
Gateway Carriers Livestock ( <i>Proxy Real Durand</i> )	Trevor	Currie
Hill Bros	Bob	Hill
J.D.A. Ventures Ltd	Tony	Madoche
Jones Transportation Inc	Farhan	Robertson
Lafarge RMX	Dave	Schmidt
Landtran ( <i>Proxy Real Durand</i> )	Kenedy	Assman
Leduc Trucking Service Ltd.	Anita	Mitchell
Lethbridge Trucking	Doug	Paisley
Light Speed Logistics Inc.	Rob	Aronson
Loblaws	Dave	Hewlett
Manitoulin Transport	Robert	Eskens
Mel Martins Transfer Ltd ( <i>Proxy Real Durand</i> )	Jody	Chaba
Meridian Manufacturing Inc.	Brad	Beerling



Mini Mall Storage Properties  
 Mustang Freightways *(Proxy Real Durand)*  
 NCSG Hauling and Rigging Ltd  
 Orlicks Inc *(Proxy Jude Groves)*  
 Parkland Courier Services Ltd *(Proxy Real Durand)*  
 Pitbull Energy Services *(Proxy for Real Durand)*  
 RDE Group *(Proxy for Real Durand)*  
 Rocksteady *(Proxy Real Durand)*  
 Rosenau Transportation *(Proxy for Real Durand)*  
 RTL Westcan (THE KAG)  
 RTL WestCan Bulk  
 Sokil Express Lines Ltd  
 Steves Livestock *(Proxy Real Durand)*  
 Syndicate Transport Ltd  
 Taiga Logistics a Div. of Taiga Building Products Ltd.  
 TF Energy Solutions 4186397 *(Proxy Dave Pekar)*  
 Tiger Calcium Services Inc  
 Truck All Depot Ltd *(Proxy Dave Pekar)*  
 United Farmers of Alberta Co-operative Ltd  
 Veteran Express  
 Volker Stevin Highways Ltd  
 Walmart Fleet ULC  
 Watt & Stewart Commodities Inc. *(Proxy Real Durand)*  
 Western Midstream *(Proxy Real Durand)*  
 Westfreight Systems *(Proxy for Real Durand)*  
 XTL Transport Inc  
 Steves Livestock Transport *(Proxy Real Durand)*  
 United Farmers of Alberta Co-operative Ltd.  
 UPS Canada *(Proxy Real Durand)*  
 Yellow Dog Trucking *(Proxy Real Durand)*

Bonnie Lean  
 Curtis Zeiner  
 Tim Bennett  
 Gene Orlick  
 Tim Margetts  
 Gerald Psylla  
 Travis Shaw  
 Alysia Young  
 Ken Rosenau  
 Jude Groves  
 Dan Columbus  
 Greg Sokil  
 Heather Lischynski  
 Sunny Punian  
 S. Tyler Baker  
 Dave Pekar  
 Dwayne Tofsrud  
 Dave Pekar  
 Jennifer Fong  
 Carl Rosenau  
 Warren Stasiuk  
 Donald Turner  
 Kayla Matchem  
 Landon Tosfrud  
 Dave Pekar  
 BJ Zoobkoff  
 Heather Lischynski  
 Jennifer Fong  
 Floyd Bristol  
 Ken Badger

**Non-Voting Members**

Mini Mall Storage Properties GT LTD  
 Canadian Strategy Group  
 Willys Trucking Services Ltd  
 Trimac Transportation Ltd  
 GFL Environmental Inc.  
 Tech Evolution Partners  
 National Growth Partners  
 AMTA Staff  
 AMTA Staff  
 AMTA Staff  
 AMTA Staff  
 AMTA Staff  
 AMTA Staff

Kristin Picken  
 Cathy Chichak  
 Hector Alvarado  
 Terence McConville  
 Alison La Rue  
 Jessica Stiver  
 Sheila Witwicky  
 Willie Hamel  
 Brittany James  
 Andrew Barnes  
 Rudy Zacharias  
 Laurie Tod  
 Chris Nash

Minister Panda, Minister of Transportation  
 Hayden Place, Chief of Staff Transportation

## Schedule 1

AMTA – 2022 AGM

### Attendee Report

#### \*Voting Members - Includes Members Registered to Vote by Proxy

1117460 ALBERTA LTD ( <i>Proxy Lorri Christensen</i> )	Lorri	Christensen
520 Transport ( <i>Proxy Real Durand</i> )	Chris	Huges
Agrifoods International Cooperative Ltd.	Corina	Holba
Anderson Last Mile Inc.	Andrew	Anderson
Apps Cargo Terminals	Justin	Sheppard
Arrow Transportation Systems Inc.	Matt	Cook
ATS Health Care	Don	Achtemichuk
Barmac Contracting Ltd	Darren	Pinkoski
Bassani Transportation Service Inc ( <i>Proxy Jen Deisman</i> )	Jeni	Deisman
Bison Transport	Real	Durand
Bl transport	Brooklyn	Assels
Bremic Carriers Inc.	Brent	Ryan
Bushell Transport ( <i>Proxy Tim Bennet</i> )	Bill	Vezina
C.A.T. Inc. ( <i>Proxy Jeff Workman</i> )	Jeff	Workman
Calgary Food Bank	Michael	Pasma
Car Carriers ( <i>Proxy Real Durand</i> )	Ron	Spring
Carmacks Enterprises Ltd.	Bryan	Johnson
Central Carriers (Edmonton) Ltd	Rendel	Elock
Chinook Carriers Ltd ( <i>Proxy Andrew Barns</i> )	John	Klemen
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Diversified ( <i>Proxy Real Durand</i> )	David	Richards
DNW Logistics Ltd ( <i>Proxy Real Durand</i> )	Danne	McPherson
Ecco transport services	Dawn	Brandstrom
ENMAX ( <i>Proxy Dave Davis</i> )	Dave	Davis
FKD Contracting LTD ( <i>Proxy Dave Pekar</i> )	Dave	Pekar
Flying J Transportation Canada ( <i>Proxy Dale Howard</i> )	Dale	Howard
Fort McKay Group ( <i>Proxy Real Durand</i> )	Andre	Leger
Gateway Carriers Livestock ( <i>Proxy Real Durand</i> )	Trevor	Currie
Hill Bros	Bob	Hill
J.D.A. Ventures Ltd	Tony	Madoche
Jones Transportation Inc	Farhan	Robertson
Lafarge RMX	Dave	Schmidt
Landtran ( <i>Proxy Real Durand</i> )	Kenedy	Assman
Leduc Trucking Service Ltd.	Anita	Mitchell
Lethbridge Trucking	Doug	Paisley
Light Speed Logistics Inc.	Rob	Aronson
Loblaws	Dave	Hewlett
Manitoulin Transport	Robert	Eskens
Mel Martins Transfer Ltd ( <i>Proxy Real Durand</i> )	Jody	Chaba
Meridian Manufacturing Inc.	Brad	Berling
Mini Mall Storage Properties	Bonnie	Lean

Mustang Freightways ( <i>Proxy Real Durand</i> )	Curtis	Zeiner
NCSG Hauling and Rigging Ltd	Tim	Bennett
Orlicks Inc ( <i>Proxy Jude Groves</i> )	Gene	Orlick
Parkland Courier Services Ltd ( <i>Proxy Real Durand</i> )	Tim	Margetts
Pitbull Energy Services ( <i>Proxy for Real Durand</i> )	Gerald	Psylla
RDE Group ( <i>Proxy for Real Durand</i> )	Travis	Shaw
Rocksteady ( <i>Proxy Real Durand</i> )	Alysia	Young
Rosenau Transportation ( <i>Proxy for Real Durand</i> )	Ken	Rosenau
RTL Westcan (THE KAG)	Jude	Groves
RTL WestCan Bulk	Dan	Columbus
Sokil Express Lines Ltd	Greg	Sokil
Steves Livestock ( <i>Proxy Real Durand</i> )	Heather	Lischynski
Syndicate Transport Ltd	Sunny	Punian
Taiga Logistics a Div. of Taiga Building Products Ltd.	S. Tyler	Baker
TF Energy Solutions 4186397 ( <i>Proxy Dave Pekar</i> )	Dave	Pekar
Tiger Calcium Services Inc	Dwayne	Tofsrud
Truck All Depot Ltd ( <i>Proxy Dave Pekar</i> )	Dave	Pekar
United Farmers of Alberta Co-operative Ltd	Jennifer	Fong
Veteran Express	Carl	Rosenau
Volker Stevin Highways Ltd	Warren	Stasiuk
Walmart Fleet ULC	Donald	Turner
Watt & Stewart Commodities Inc. ( <i>Proxy Real Durand</i> )	Kayla	Matchem
Western Midstream ( <i>Proxy Real Durand</i> )	Landon	Tofsrud
Westfreight Systems ( <i>Proxy for Real Durand</i> )	Dave	Pekar
XTL Transport Inc	BJ	Zoobkoff
Steves Livestock Transport ( <i>Proxy Real Durand</i> )	Heather	Lischynski
United Farmers of Alberta Co-operative Ltd.	Jennifer	Fong
UPS Canada ( <i>Proxy Real Durand</i> )	Floyd	Bristol
Yellow Dog Trucking ( <i>Proxy Real Durand</i> )	Ken	Badger

#### Non-Voting Members

Mini Mall Storage Properties GT LTD	Kristin	Picken
Canadian Strategy Group	Cathy	Chichak
Willys Trucking Services Ltd	Hector	Alvarado
Trimac Transportation Ltd	Terence	McConville
GFL Environmental Inc.	Alison	La Rue
Tech Evolution Partners	Jessica	Stiver
National Growth Partners	Sheila	Witwicky
AMTA Staff	Willie	Hamel
AMTA Staff	Brittany	James
AMTA Staff	Andrew	Barnes
AMTA Staff	Rudy	Zacharias
AMTA Staff	Laurie	Tod
AMTA Staff	Chris	Nash

Minister Panda, Minister of Transportation

Hayden Place, Chief of Staff Transportation



# AMTA's Strategic Plan – The Road Ahead

**01**

## Strategic Expansion

Redraw the boundaries of what we mean by Members and Commercial Carriers while building an inclusive ecosystem that enables the industry.

**02**

## Data Analytics

Becoming a leader in the collection, interpretation, and publishing of transportation and related data.

**03**

## Leadership in Safety, Education, & Training

Leading the advancement of industry health and safety outcomes through standardized, industry-recognized education programs and targeted initiatives.

**04**

## Membership Service & Engagement

Connecting with members in the provision of timely, relevant and value-add services.

**05**

## Advance Industry Technology & Innovation

Setting the pace for innovation and technology within the transportation ecosystem.

**Alberta Motor Transport Association**  
**Financial Statements**  
*December 31, 2021*

## Management's Responsibility

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To the Members of Alberta Motor Transport Association:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed primarily of Directors who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management. The Board is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

e-Signed by Chris Nash

2022-04-27 13:36:00:00 MDT

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Chris Nash  
President

e-Signed by Robert Harper

2022-04-22 12:41:30:30 MDT

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Robert Harper  
Controller

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To the Members of Alberta Motor Transport Association:

### Opinion

We have audited the financial statements of Alberta Motor Transport Association (the "Association"), which comprise the statement of financial position as at December 31, 2021, and the statements of operations and changes in net assets and cash flows 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 Association as at December 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### 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 Association in accordance with the 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 for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, 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 Association'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 Association or to cease operations, or has no realistic alternative but to do so.

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

### 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 Association'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 Association'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 Association 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.

Calgary, Alberta

April 20, 2022

*MNP LLP*

Chartered Professional Accountants

# Alberta Motor Transport Association

## Statement of Financial Position

*As at December 31, 2021*

	<b>2021</b>	<b>2020</b>
<b>Assets</b>		
<b>Current</b>		
Cash	1,661,534	4,019,741
Accounts receivable	420,836	801,600
Internally restricted cash (Note 3)	1,937,306	1,583,575
Prepaid expenses	118,645	107,123
Inventory (Note 2)	27,012	53,008
	<b>4,165,333</b>	<b>6,565,047</b>
<b>Capital assets (Note 4)</b>	<b>10,321,184</b>	<b>10,963,260</b>
<b>Long-term deposits (Note 5)</b>	<b>1,120,634</b>	<b>107,812</b>
<b>Holdbacks receivable</b>	<b>845,622</b>	<b>-</b>
	<b>16,452,773</b>	<b>17,636,119</b>
<b>Liabilities</b>		
<b>Current</b>		
Accounts payable and accruals (Note 6)	462,399	2,596,869
Deferred revenue (Note 7)	1,937,306	1,583,575
Deferred membership revenue	298,977	266,691
Current portion of long-term debt (Note 8)	165,042	198,809
	<b>2,863,724</b>	<b>4,645,944</b>
<b>Long-term debt (Note 8)</b>	<b>2,850,562</b>	<b>2,975,519</b>
<b>Deferred capital contributions (Note 9)</b>	<b>2,210,549</b>	<b>2,425,777</b>
<b>Holdbacks payable</b>	<b>814,090</b>	<b>-</b>
	<b>8,738,925</b>	<b>10,047,240</b>
<b>Commitments (Note 12)</b>		
<b>Net Assets</b>		
Injury Reduction and Training	2,355,619	2,031,158
Compliance and Regulatory Affairs	854,270	406,357
Partners in Compliance	24,997	24,997
Research and Innovation	(616,069)	(236,788)
Invested in Capital Assets	5,095,031	5,363,155
	<b>7,713,848</b>	<b>7,588,879</b>
	<b>16,452,773</b>	<b>17,636,119</b>
<b>Approved on behalf of the Board</b>		
e-Signed by Tim Bennett	e-Signed by Jude Groves	
<u>2022-04-28 08:48:55:55 MDT</u>	<u>2022-04-27 15:47:57:57 MDT</u>	
<b>Director</b>	<b>Director</b>	

*The accompanying notes are an integral part of these financial statements*

**Alberta Motor Transport Association**  
**Statement of Operations and Changes in Net Assets**

*For the year ended December 31, 2021*

	<i>Injury Reduction and Training</i>	<i>Compliance and Regulatory Affairs</i>	<i>Partners in Compliance</i>	<i>Research and Innovation</i>	<i>Invested in Capital Assets</i>	<b>2021</b>	<b>2020</b>
<b>Revenue</b>							
Program grants <i>(Note 10)</i>	-	-	-	7,542,885	-	7,542,885	2,516,755
Workers Compensation Board grant	3,865,000	-	135,000	-	-	4,000,000	3,518,119
Memberships	-	546,930	-	-	-	546,930	583,795
Miscellaneous	307,306	4,000	-	-	-	311,306	206,689
Training	296,033	1,800	-	-	-	297,833	347,817
Recognition of deferred capital contributions <i>(Note 9)</i>	-	-	-	-	215,228	215,228	226,428
Other grants	47,200	-	49,373	-	-	96,573	209,993
Regional meetings	89,368	-	-	-	-	89,368	62,024
Products	35,770	-	47,364	-	-	83,133	132,897
Rental	79,800	-	-	-	-	79,800	85,775
Affinity program	10,828	48,198	-	-	-	59,026	54,953
Events	18,879	26,340	-	-	-	45,219	21,853
Certificate of recognition	21,567	-	-	-	-	21,567	18,734
Simulator	12,595	-	-	-	-	12,595	2,145
Interest	7,908	-	-	-	-	7,908	9,635
Roadeo	4,000	-	-	-	-	4,000	-
	<b>4,796,254</b>	<b>627,268</b>	<b>231,737</b>	<b>7,542,885</b>	<b>215,228</b>	<b>13,413,371</b>	<b>7,997,612</b>
<b>Expenses</b> <i>(Schedule 1)</i>	<b>4,306,555</b>	<b>179,355</b>	<b>231,737</b>	<b>7,922,166</b>	<b>648,590</b>	<b>13,288,402</b>	<b>8,232,802</b>
<b>Excess revenue over expenses before other items</b>	<b>489,699</b>	<b>447,913</b>	<b>-</b>	<b>(379,281)</b>	<b>(433,362)</b>	<b>124,969</b>	<b>(235,190)</b>
<b>Other items</b>							
Loss on disposal of capital assets	-	-	-	-	-	-	(4,142)
<b>Excess (deficiency) of revenue over expenses</b>	<b>489,699</b>	<b>447,913</b>	<b>-</b>	<b>(379,281)</b>	<b>(433,362)</b>	<b>124,969</b>	<b>(239,332)</b>
<b>Fund balances, beginning of year</b>	<b>2,031,158</b>	<b>406,357</b>	<b>24,997</b>	<b>(236,788)</b>	<b>5,363,155</b>	<b>7,588,879</b>	<b>7,828,211</b>
<b>Investment in capital assets, net</b> <i>(Note 11)</i>	<b>(165,238)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>165,238</b>	<b>-</b>	<b>-</b>
<b>Fund balances, end of year</b>	<b>2,355,619</b>	<b>854,270</b>	<b>24,997</b>	<b>(616,069)</b>	<b>5,095,031</b>	<b>7,713,848</b>	<b>7,588,879</b>

*The accompanying notes are an integral part of these*



# Alberta Motor Transport Association

## Statement of Cash Flows

*For the year ended December 31, 2021*

	2021	2020
<b>Cash provided by (used for) the following activities</b>		
<b>Operating</b>		
Deficit of revenue over expenses	124,969	(239,332)
Amortization	648,590	671,381
Deferred capital contributions, recognized	(215,228)	(226,428)
Loss on disposal of capital assets	-	4,142
	<b>558,331</b>	<b>209,763</b>
Changes in working capital accounts		
Accounts receivable	380,762	(522,772)
Inventory	25,996	(10,956)
Prepaid expenses	(11,520)	(11,742)
Accounts payable and accruals	(2,134,470)	2,299,642
Deferred membership revenue	32,286	(18,214)
Deferred revenue	353,731	718,304
Holdbacks payable	814,090	-
Holdbacks receivable	(845,622)	-
	<b>(826,416)</b>	<b>2,664,025</b>
<b>Financing</b>		
Repayment of long-term debt	(158,724)	(105,444)
<b>Investing</b>		
Purchase of capital assets	(6,514)	(257,295)
Proceeds on disposal of capital assets	-	38,195
Advances of long-term deposit	(1,012,822)	-
<b>(Decrease) increase in cash resources</b>	<b>(2,004,476)</b>	<b>2,339,481</b>
<b>Cash resources, beginning of year</b>	<b>5,603,316</b>	<b>3,263,835</b>
<b>Cash resources, end of year</b>	<b>3,598,840</b>	<b>5,603,316</b>
<b>Cash resources are composed of:</b>		
Cash	1,661,534	4,019,741
Restricted cash	1,937,306	1,583,575
	<b>3,598,840</b>	<b>5,603,316</b>

*The accompanying notes are an integral part of these financial statements*

# Alberta Motor Transport Association Notes to the Financial Statements

For the year ended December 31, 2021

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## 1. Incorporation and nature of the organization

Alberta Motor Transport Association (the "Association") was incorporated under the Societies Act of Alberta on April 30, 2001. The Association provides educational services to its members, government and the public with respect to the Alberta trucking industry.

The Association is registered as a not-for-profit organization under paragraph 149(1)(f) of the Income Tax Act (the "Act") and, as such, is exempt from income taxes. In order to maintain its status as a registered not-for-profit organization under the Act, the Association must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

## 2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

### **Operating funds**

The Association follows the deferral method of accounting for contributions and has elected to further reflect details of its operations through the following funds:

#### *I) Injury Reduction and Training*

Includes revenue and expenses related to the development and administration of training initiatives aimed at workplace health and safety in Alberta.

#### *II) Compliance and Regulatory Affairs*

Includes revenue and expenses related to government relations and business initiatives, including membership and involvement with the Canadian Trucking Alliance.

#### *III) Partners in Compliance*

Includes revenue and expenses related to a program designed to address issues of non-compliance with regulations and the possible costly repercussions.

#### *IV) Invested in Capital Assets*

Includes the assets, liabilities, revenue and expenses related to the Association's capital assets.

#### *V) Research and Innovation*

Includes revenue and expenses related to projects aimed at advancing safety, training, and operational efficiencies or extending environmental benefits for the commercial transportation industry.

### **Revenue recognition**

The Association uses the deferral method of accounting for contributions and reports on a fund accounting basis. Restricted contributions are recognized as revenue of the appropriate fund 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.

### **Cash and cash equivalents**

Cash and cash equivalents include balances with banks and short-term investments with maturities of three months or less. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

### **Inventory**

Inventory consists of various publications held for resale. Inventory is valued at the lower of cost and net realizable value. Cost is determined by the first in, first out method. The amount of inventory expensed in the year due to obsolescence was \$11,842 (2020 - \$24,105). The amount of inventory recognized as an expense in the year was \$9,388 (2020 - \$32,625)

### **Contributed materials**

Contributions of materials are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials are used in the normal course of the Association's operations and would otherwise have been purchased.

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**2. Significant accounting policies** (Continued from previous page)

**Capital assets**

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution if fair value can be reasonably determined.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

	<b>Rate</b>
Buildings	15-30 years
Computer equipment	3 years
Furniture and fixtures	5-10 years

**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 amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory. Amortization is based on the estimated useful lives of capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in the excess of revenue over expenses in the periods in which they become known.

As of the date of the financial statements, governments in the jurisdictions in which the Association operates have declared states of emergency in response to the COVID-19 pandemic. The Association's services to the trucking industry continue to function with the implementation of enhanced health related safeguards. Management continues to assess the impact of COVID-19 and governments' responses to it. Portions of the financial results incorporate estimates from management that are subject to increased uncertainty due to market disruptions caused by the COVID-19 pandemic. The amounts recorded in these financial statements are based on the latest reliable information available to management at the time the financial statements were prepared where that information reflects conditions as at the date of the financial statements. However, there is inherent uncertainty about these assumptions and estimates which could result in outcomes that require adjustments to the carrying amount of the affected assets or liabilities in the future.

**Financial instruments**

The Association recognizes financial instruments when the Association becomes party to the contractual provisions of the financial instrument.

**Arm's length financial instruments**

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Association may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Association has not made such an election during the year.

Investments in equity instruments not quoted in an active market are subsequently measured at cost less impairment. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

# Alberta Motor Transport Association

## Notes to the Financial Statements

*For the year ended December 31, 2021*

### 2. Significant accounting policies *(Continued from previous page)*

#### Financial asset impairment

The Association assesses impairment of all its financial assets measured at cost or amortized cost. The Association groups assets for impairment testing when no asset is individually significant. Management considers whether the issuer is having significant financial difficulty or whether there has been a breach in contract in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Association determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

The Association reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the balance sheet date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

The Association reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenues over expenses in the year the reversal occurs.

#### Government assistance

Government assistance is recognized when there is reasonable assurance that the conditions attached to the government assistance will be met and that assistance will be received. Government assistance is recognized as income over the periods necessary to match it with the related costs that it is intended to compensate.

### 3. Internally restricted cash

	2021	2020
Restricted for safety course development and conferences	1,551,723	1,303,519
Restricted for Alberta Transportation	208,793	258,166
Restricted for Research and Innovation	176,791	21,890
	1,937,307	1,583,575

### 4. Capital assets

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Buildings	12,907,869	2,892,490	10,015,379	10,561,450
Computer equipment	363,743	324,834	38,909	82,854
Furniture and fixtures	743,499	689,125	54,374	86,199
Assets not yet in use	212,522	-	212,522	232,757
	14,227,633	3,906,449	10,321,184	10,963,260

No amortization has been recorded during the current year for assets that are not yet in use. When the asset becomes in use, it is reallocated to the appropriate asset class.

# Alberta Motor Transport Association

## Notes to the Financial Statements

*For the year ended December 31, 2021*

### 5. Long-term deposits

Included in long-term deposits is a \$120,634 (2020 - \$107,812) security deposit to leased land from the Edmonton International Airport (Note 12).

During the year, the Association contributed \$1,000,000 (2020 - \$nil), which is held in trust for the development of a future innovation Park (the "Park") being planned by an Alberta Municipality. This contribution will provide the Association first right of refusal for the location of any land development within the Park, as well as ownership of 16.7 acres within the planned Park boundary. Transfer of title to the Association for this 16.7 acres will occur after such time as the Municipality receives title and at the request of the Association.

### 6. Accounts payable and accruals

	<b>2021</b>	<b>2020</b>
Trade accounts payable	<b>222,574</b>	2,320,398
Accruals	<b>128,382</b>	181,832
Vacation payable	<b>111,443</b>	94,639
	<b>462,399</b>	2,596,869

### 7. Deferred revenue

Changes in deferred revenue are as follows:

	<i>Alberta Transportation</i>	<i>Safety course development and conferences</i>	<i>Research and Innovation</i>	<b>2021</b>	<b>2020</b>
Deferred revenue, beginning of year	<b>232,560</b>	<b>1,329,125</b>	<b>21,890</b>	<b>1,583,575</b>	865,271
Amounts received during the year	-	<b>320,000</b>	<b>7,400,806</b>	<b>7,720,806</b>	1,109,932
Amounts recognized as revenue	<b>(49,373)</b>	<b>(71,797)</b>	<b>(7,245,905)</b>	<b>(7,367,075)</b>	(391,628)
Deferred revenue, end of year	<b>183,187</b>	<b>1,577,328</b>	<b>176,791</b>	<b>1,937,306</b>	1,583,575

**Alberta Motor Transport Association**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2021*

**8. Long-term debt**

	2021	2020
HSBC demand non-revolving loan facility bearing interest at prime rate plus 0.5% accruing daily. Payments are interest only for the first 12 months from the date of advance, after which, equal monthly installments of blended principal and accrued interest calculated straight-line over 20 years. The loan shall be repaid in full by September 24, 2024.	<b>3,015,604</b>	3,174,328
Less: Current portion	<b>165,042</b>	198,809
	<b>2,850,562</b>	2,975,519

Principal repayments on long-term debt in each of the next three years, assuming all term debt is subject to contractual terms of repayment are estimated as follows:

2022	165,042
2023	169,977
2024	2,680,585
	3,015,604

Interest on long-term debt amounted to \$91,871 (2020 – \$106,998).

The Association has access to a HSBC demand non-revolving capital loan facility for capital expenditures, authorized to a maximum of \$4,500,000 (2020 - \$4,500,000). The interest rate is determined on the date of each withdrawal at prime plus 0.5% per annum.

The Association has access to an HSBC Mastercard facility, authorized to a maximum of \$40,000 (2020 - \$40,000). This facility bears interest at a fixed rate of 19.90% per annum. At year-end, the outstanding balance on the Mastercard was \$13,212 (2020 - \$nil)

The credit facilities are secured by two mortgages. The bank has received in form and consent satisfactory to a mortgage of \$3,000,000 (the "Amended Calgary Property Mortgage") creating a first fixed and specific charge over the Calgary property and any other documents reasonably required by the bank in relation thereto. The bank has received in form and consent satisfactory to a mortgage in the amount of \$1,000,000 (the "Edmonton International Airport Mortgage") creating a first fixed and specific charge over the Association's leasehold interest in the Edmonton International Airport Property and any other documents reasonably required by the bank in relation thereto.

The credit facilities are subject to certain financial covenants. As at December 31, 2021, the Association was in compliance with all financial covenants. It is management's expectation that the Association is likely to remain in compliance with these covenants for the next 12 months subsequent to year end.

The prime rate at December 31, 2021 was 2.45% (2020 - 2.45%).

**Alberta Motor Transport Association**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2021*

**9. Deferred capital contributions**

Deferred capital contributions consist of the unamortized amount of revenue received for the purchase of capital assets. Recognition of these amounts as revenue is deferred to periods when the related capital assets are amortized.

Changes in deferred capital contributions are as follows:

	2021	2020
Deferred capital contributions, beginning of year	2,425,777	2,652,205
Amounts recognized as revenue	(215,228)	(226,428)
Deferred capital contributions, end of year	2,210,549	2,425,777

**10. Research and Innovation programs**

	2021	2020
<b>Alberta Zero Emissions Truck Electrification (AZETEC)</b>		
Revenue	3,318,817	2,516,755
Expenses	(3,303,521)	(2,418,121)
	15,296	98,634
<b>Mandatory Entry Level Training (MELT)</b>		
Revenue	2,253,340	-
Expenses	(2,253,340)	-
	-	-
<b>Electric Truck Vehicle Infrastructure Demonstration (EVID)</b>		
Revenue	994,021	-
Expenses	(994,021)	-
	-	-
<b>Cooperative Truck Platooning Systems (CTPS)</b>		
Revenue	976,707	-
Expenses	(988,280)	-
	(11,573)	-
Excess of revenue over expenses	3,723	98,634

**11. Net investments in capital assets**

	2021	2020
Capital assets purchased	6,514	257,295
Proceeds on disposal of capital assets	-	(38,195)
Repayment of long-term debt	158,724	105,444
	165,238	324,544



**Alberta Motor Transport Association**  
**Notes to the Financial Statements**  
*For the year ended December 31, 2021*

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**12. Commitments**

The Association leases land and equipment under operating lease arrangements which expire at varying times between 2022 and 2047. Payments required under these leases in each of the next five years are as follows:

2022	273,688
2023	279,315
2024	250,533
2025	242,940
2026	242,022
Thereafter, to May 1, 2047	6,218,958

**13. Economic dependence**

The Association's primary source of revenue is a grant from the Workers' Compensation Board. The grant funding may be cancelled if the Association does not observe certain established guidelines. The Association's ability to continue viable injury reduction training operations is dependent on the continuance of this grant revenue. As at the date of these financial statements, management believes that it is in compliance with the guidelines.

**14. Financial instruments**

The Association, as part of its operations, carries a number of financial instruments. It is management's opinion that the Association is not exposed to significant interest rate, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

***Interest rate risk***

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk. In seeking to minimize the risks from interest rate fluctuations, the Association manages exposure through its normal operating and financing activities. The Association is exposed to interest rate risk primarily through its long-term debt.

**15. Government assistance**

In March 2020, the Government of Canada announced the introduction of the Temporary Wage Subsidy ("TWS") in response to the COVID-19 pandemic. The subsidy was only available in the prior year and was a 3-month measure that allowed eligible employers to reduce the amount of payroll deductions they would otherwise be required to remit to the Canada Revenue Agency ("CRA"). The amount of the subsidy was 10% of remuneration, to a maximum of \$1,375 per employee and a maximum of \$25,000 per employer. In the prior, the Association received the maximum amount of \$25,000.

**Alberta Motor Transport Association**  
**Schedule 1 - Expenses**

*For the year ended December 31, 2021*  
*(Unaudited)*

	<i>Injury Reduction and Training</i>	<i>Compliance and Regulatory Affairs</i>	<i>Partners in Compliance</i>	<i>Research and Innovation</i>	<i>Invested in Capital Assets</i>	<b>2021</b>	<b>2020</b>
Program expenses (Note 10)	-	-	-	7,539,162	-	7,539,162	2,418,121
Wages and benefits	2,452,317	11,483	56,255	297,979	-	2,818,033	2,611,538
Amortization	-	-	-	-	648,590	648,590	671,381
Consulting	503,059	1,800	990	310	-	506,159	558,112
Office	281,451	247	436	5,100	-	287,234	322,935
Building operations	272,642	-	-	-	-	272,642	270,074
Rent	210,000	-	-	-	-	210,000	210,000
Association and membership dues	7,866	136,965	26	-	-	144,857	111,445
Marketing and promotion	102,593	(370)	135	1,500	-	103,857	123,621
Repairs and maintenance	96,471	-	-	-	-	96,471	114,914
Interest on long-term debt	91,871	-	-	-	-	91,871	106,998
Products	82,307	-	3,416	-	-	85,723	72,348
Program development	80,234	-	-	-	-	80,234	122,933
Telephone	70,231	454	-	1,974	-	72,659	83,846
Staff professional development	67,035	194	206	413	-	67,849	52,920
Audit and legal	54,498	-	-	-	-	54,498	54,738
Insurance	48,241	-	-	-	-	48,241	46,899
Events	25,356	15,120	-	-	-	40,477	85,927
Training	34,355	-	-	-	-	34,355	60,928
Bank charges and interest	29,908	-	-	-	-	29,908	24,971
Travel	25,476	803	67	728	-	27,074	58,082
Roadeo	21,287	-	-	-	-	21,287	-
Driver of the month	9,945	-	-	-	-	9,945	997
Board of Directors meetings	4,533	2,000	-	-	-	6,533	7,306
Regional meetings	3,468	1,765	-	-	-	5,232	15,598
Partners in Compliance	-	-	-	-	-	-	3,971
Corporate chargeback	(254,100)	8,894	170,206	75,000	-	-	-
Bad debts	(14,489)	-	-	-	-	(14,489)	22,199
	<b>4,306,555</b>	<b>179,355</b>	<b>231,737</b>	<b>7,922,166</b>	<b>648,590</b>	<b>13,288,402</b>	<b>8,232,802</b>



**Alberta Motor Transport Association Board of Directors Slate**  
**[Terms Ending April 2023 – 2025]**

*(As recommended by the Association’s Current Board of Directors pursuant to Article 5 AMTA Bylaws).*

Director Nominee	Executive	April 2023	April 2024	April 2025
Tim Bennett	Sr. Vice Chair	x		
Real Durand	Vice Chair		x	
Jude Groves	Past Chair		x	
Doug Paisley	Board Chair			x
Don Achtemichuk			x	
Brad Beerling				x
Dan Columbus				x
Gene Orlick		x		
Sunny Punian		x		
Kevin Ramsay				x
Carl Rosenau		x		
David Schmidt				x
Terry Siemens			x	
Greg Sokil			x	
Ken Rosenau			x	
Rod Shopland				x
Ashish Gill				x
Grant Heer			x	

