



2023 ANNUAL GENERAL MEETING

(To be tabled for Approval: 2024 AMTA Annual General Meeting)

MEETING AGENDA

April 20, 2023 (Thursday) – 9:00 AM MT

Delta Edmonton South Conference Centre
4404 Gateway Boulevard, Edmonton, AB
Grande Ballroom

MEETING AGENDA		
1.	Call to Order	Convene
2.	Opening Remarks from Board Chair [D Paisley]	Information
3.	Approval of Agenda - Motion	Approve
4.	Adoption of the 2022 Annual General Meeting Minutes - Motion	Approve
5.	Report of the Board	
	5.1 Strategic Plan	
	5.2 Actions and Achievements (2022/2023 Annual Report Highlights)	
	5.3 Recognizing ATMA Board of Directors (Term ending April 2023)	
	5.4 Approval of Accounts and Board Actions - Motion	Approve
6.	Presentation of 2022 Audited Financial Statements [R Harper, Controller]	Information
7.	Appointment of External Auditor for Year Ended 2023 - Motion	Approve
8.	Election of 2023/24 Association Board of Directors - Motion <i>(Board of Directors Recommended Slate of Candidates)</i>	Approve
9.	Questions and Answers	Discussion & Information
10.	2024 Annual General Meeting - (April date and venue will be announced early 2024)	Information
11.	Closing Remarks from Board Chair	
12.	Adjournment - Motion	Motion (no Second required)

1. Call to Order

The meeting opened with acknowledgement of respective traditional Treaty homelands and Metis settlements upon which the AMTA Edmonton and Rocky View offices are situated. An overview of meeting protocols and voting instructions for eligible voting members were provided.

Board Chair Doug Paisley called the 2023 Alberta Motor Transport Association Annual General Meeting of Members to order at 9:05 a.m. in compliance with the Notice of Meeting and business itemized therein, served upon its members on February 13, 2023. The list of those convened is attached to these minutes as [Schedule 1](#).

2. Opening Remarks

Board Chair, Doug Paisley welcomed membership and guests marking the Association's 85th Anniversary. Opening remarks included Board and AMTA leadership and staff introductions. Mr. Paisley paid tribute to the AMTA Industry members, and the industry as a whole, drawing on comparisons of the working environment over the past 85 years, the growing demands in serving an increasing populous and technological innovations experienced by generations of dedicated drivers and those who support them.

Mr. Paisley concluded his remarks by highlighting the entrepreneurial and visionary spirit of this Province and how AMTA members are the pulse outliers in the adoption of disruptive change to advance our Province's industry in service of all Albertans. Mr. Paisley provided a number of examples of the initiatives undertaken by the Association and in partnerships to keep abreast and be leaders of the future:

- The Alberta Emission Truck Electrification Collaboration – Industry led to identify barriers and developing solutions to reduce emission from Canada's heavy-duty transport sector;
- Zero Emissions Vehicle Awareness Initiative: a partnership that provides our industry with opportunities to test hydrogen vehicle technology on Alberta's roads; and
- Cooperative Truck Platooning Systems trials: which tested an automated driving system: steering, braking and acceleration.

3. Approval of Agenda

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

Moved by Greg Sokil, seconded by Dan Columbus to approve the agenda, as presented to the meeting.

CARRIED.

4. Minutes of 2022 Annual General Meeting - Adoption

The Board Chair indicated that the Minutes of the 2022 AMTA Annual General meeting were provided to members in advance of the meeting as part of the AGM business and available on the

AMTA Board website amta.ca.

Moved by Don Achtemichuk, Seconded by Dave Schmidt to adopt the minutes of the Alberta Motor Transport Association 2022 Annual General Meeting, as provided in the in the meeting materials.

CARRIED.

5. Report of the Board

5.1 Strategic Plan [T Bennett, Sr. Vice Chair]

Mr. Bennett provided an overview of the Strategic Plan of the Association that was developed and approved by the AMTA Board in the Fall of 2022.

- The strategy is rooted in the AMTA's "Purpose and Core Values."
- Multi-year plan focuses on five strategic objectives "SO", each of which is structured into multiple, specific action items with a goal of achieving the Association's desired Future State:
 - **SO_Strategic Expansion:** redrawing the boundaries with a refreshed lens of what we mean by Members and Commercial Carriers while building an inclusive ecosystem that enables the industry.
 - **SO_Data Analytics:** becoming a leader in the collection, interpretation, and publishing of commercial transportation and related data.
 - **SO3_Leadership in Safety, Education and Training:** leading the advancement of industry health and safety outcomes, through standardized, industry-recognized education programs and targeted initiatives.
 - **SO4_Membership Service and Engagement:** connecting with members in the provision of timely, relevant, and value-added services.
 - **SO5_Advance Industry Technology and Innovation:** setting the pace for innovation and technology within the commercial transportation ecosystem.

5.2 Actions and Achievements (2022/23 Annual Report Highlights)

[Willie Hamel, AMTA President]

Mr. Paisley invited Mr. Hamel to present an update of the accomplishments of the Association since the last Annual General Meeting held in September of 2022 that demonstrate AMTA's sincere desire to hear the voice of industry and the Association's continued advocacy on behalf of its members and the commercial transportation industry:

Below are highlights marking these achievements.

Government Advocacy:

AMTA's proactive approach to bringing industry's concerns to government has resulted in many successes over the past few years, three of which serve as major accomplishments since the 2022 AGM:

- Thanks to the joint efforts of AMTA, STA, and MTA, the three provincial governments

now allow full weights on tandem steer tri-drive mixer trucks under a permit.

- In September 2022, the Alberta government advanced the Hwy. 40 twinning project – 10 km from Grande Prairie to south of Township Road 700 – to the tendering stage.
- Last November, the province was moving ahead with accepting proposals to twin the first of eight sections along a 215-km route along Hwy. 3 – an economic corridor between Saskatchewan and BC.
- Seven remaining sections are currently progressing at various stages.

Education:

AMTA offers hundreds of courses on a broad range of topics, including certifications.

- In 2022, there were 12,372 enrollments in 26 AMTA-developed online or in-person courses – an increase of more than 110% from 2020.
- Always expanding and refining training opportunities:
 - o new online course to help the industry understand hydrogen fuel technology.
 - o updated Health & Safety System Building course to reflect Partnership’s standards.
 - o new Creative Sentence course – *Situational Awareness and Material Handling: A Course for Yard Workers and Drivers* – launches this spring.
 - o Offered CVSA’s *Driver and Vehicle Requirements Industry Roadside Inspection* courses in March; will do so again in May.
 - o AMTA and *Canadian Institute of Traffic and Transportation* (CITT) have formed a strategic alliance to allow us to offer CITT’s training programs.
 - o AMTA will lead Commercial Truck Driver Competency Training Project to help new MELT-1 grads identify competency-based training programs and find meaningful careers.
 - o In 2023, AMTA will improve accessibility by translating SECOR and Health and Safety System Building courses into other languages, starting with Hindi and Punjabi.

Quality Assurance:

- AMTA continues to promote its Certificate of Recognition (COR) program.
- As of March 31, The Association has completed 359 and 340 COR and SECOR Audits, respectively, this year.
- COR/SECOR courses updated to reflect Partnership’s new standards.
- Updated COR training now reflects all auditing standards in one course.
- Established three CP-led working groups to redevelop standardized requirements for auditor qualifications, training, and certification among all Certified Partners.
- *COR Action Plans* review COR-holders’ health and safety programs and identify opportunities for improvement.
- In 2023 AMTA QA will complete the development of a new micro-learning.

Member Services:

- Staff interacted with more than 1,500 members in 2022.
- Developed a broad range of resources (e.g., *WCB Toolkit* assists employers with providing return-to-work support for injured workers; *Psychosocial Hazard Control in Alberta's Commercial Transportation Industry: A Guide to Improving Psychological Safety for Small- and Medium-Sized Carriers*).
- Attendance at monthly regional meetings (in-person or virtual) growing.
- In February, the province announced the new *Skilled Trades and Apprenticeship Education Act* (STAEA) to help expand trades and apprenticeships to new occupations.
- AMTA established Commercial Driver Industry (CDI) Working Group to provide industry expertise and support the development of a proposal to establish the industry as a skilled trade. If the proposal is approved, the working group will help develop the program.

Marketing and Communications:

- Developed three-year *Marketing, Communications, and Engagement Strategy* to support Strategic Objectives.
- *Social Media Strategy*: significant growth in online engagement, doubled numbers from last year.
- AMTA eNews: 14,000+ subscribers.
- Increase awareness about AZETEC, platooning, and AMTA's Hydrogen Commercial Vehicle Demonstrations.
- *Transformingtransportation.ca*: a new website launched in February.
- Completed a comprehensive audit of website; we will make improvements in 2023.
- Marketing/engagement strategies to increase course enrollment, event registrations, COR/SECOR participation, and membership numbers.
- Developing a *Sponsorships and Events Strategy* to ensure activities remain relevant.

Industry Advancement:

- Executed projects to introduce industry to alternative, low-emission fuels and accelerate greenhouse gas emission reductions.
- ***Hydrogen Commercial Vehicle Demonstrations Project*** officially launched in February.
- \$3.3-million venture introduces hydrogen diesel dual fuel and fuel cell electric vehicles (FCEV) to industry.
- Alberta carriers now using these vehicles (testing this technology) within their business operations – testing this technology.
- ***AZETEC***: \$7.3-million consortium will design and assemble Canada's first Class 8 hydrogen-powered commercial trucks.
- In collaboration with partners, AMTA is leading the design of Alberta's first ***hydrogen fueling station*** – to be commissioned this year.

- **Cooperative Truck Platooning System (CTPS) trials (Final Report):** a six-month pilot that operated on the QE II (between Edmonton and Calgary) and Highway 1 (between Calgary and Banff).
- Canada’s first, Level-2 platooning of automated fleet vehicles in a controlled, real-world environment.
- Provided critical data about drivers’ behaviour, risk management, and safety assessments.
- Report is available at *transformingtransportation.ca* or *amta.ca*.
- Launched *transformingtransportation.ca* – new website focuses on these projects.
- AMTA is leading the way in promoting environmental responsibility in our industry.

In concluding his update, Mr. Hamel thanked the meeting delegates for the opportunity to share the Association’s achievements.

5.3 Recognizing the AMTA Board of Directors (Term ending April 2024) [Real Durand, Vice Chair]

Mr. Durand acknowledged the commitment, collaboration and exemplary leadership of the current Board, whose dedication and hard work is reflected in the growing accomplishments experienced by our Association and in positioning the Association as a leader across the Province, within Canada and borders beyond.

Recognized AMTA Board of Directors whose term ends April 2023 or stand for re-election:

Executive:

Doug Paisley, Board Chair	Tim Bennett, Sr. Vice Chair
Jude Groves, Past Chair	Real Durand, Vice Chair

Board Members:

Ashish Gill	Grant Heer
Brad Beerling	Greg Sokil
Carl Rosenau	Ken Rosenau
Dan Columbus	Kevin Ramsay
David Schmidt	Rod Shopland
Don Achtemichuk	Sunny Punian
Gene Orlick	Terry Siemens

5.4 Approval of Accounts and Board Actions

Moved by Greg Sokil, seconded by Kevin Ramsay to approve the 2022-23 Actions and Achievement Updates of the Alberta Motor Transport Association and the Decisions taken by the Association’s Board of Directors.

CARRIED.

6. 2022 AMTA Audited Financial Statements – Presentation (R Harper, Controller)

Mr. Paisley referred members to the audited financial statements received in advance of the meeting and within the voting delegate packages attached to these minutes as **Schedule 2**. He confirmed that this year's external audit review was conducted by the accounting professionals Myers Norris Penny (MNP) LLP. Mr. Paisley invited Mr. Robert Harper, AMTA Controller, to provide key highlights of the 2022 audited financial statements.

Mr. Harper began with an overview of the requirements under the Association's bylaw to present the Audited Financial Statements at the AGM. He followed with an explanation of the responsibilities of management for controls and preparation of the statements; and the responsibility of the Board to oversee management and to approve the external audit process and final financial statements. Mr. Harper concluded his introductory remarks by highlighting the independent auditor's report which provided the Association with an unreserved audit opinion, followed by noting significant aspects of the statements.

Financial Statement Highlights:

The Association assets are comprised of five funds: Injury Reduction and Training (IRT); Compliance and Regulatory Affairs; Partners in Compliance; Research and Innovation; and Capital Asset investments. Overall net assets of the funds either remained unchanged or experienced a slight decrease year/year.

Statement of Financial Position and cashflow: Net assets (\$7.6MM) are slightly below last year's figures attributable to residual pandemic spending restrictions and infancy of start-up project capital advancement intervals.

Statement of Cash Flows:

Cash assets remain consistently strong year/year at \$1.8MM. A deliberate decision was taken to monitor cash flows and accounts payable to take advantage of rising interest rates and the ability to earn more interest on accounts during the year.

There is a distinction between operating cash and internally restricted cash earmarked for a specific purpose.

The statement notes refer to:

- i. A long-term deposit of \$1MM reserved for a future capital project with an Alberta municipality.
- ii. Long-term debt \$2.8MM (v. \$0.1MM) pertains to a mortgage held on property at Edmonton International Airport, secured by properties in Rocky View and EIA.
- iii. Note 8: provides details of the debt. Based upon management's recommendation, the Board approved converting the debt to a fixed interest rate in mid-2022 to safeguard cashflows and mitigate against rising interest rates.

Specific Notables:

Holdback Receivables and Holdback Payables: These balance sheet items relate to Industry Advancement engagement in long-term projects (\$1MM) that serve to offset asset and liability holdbacks to protect project stakeholders (e.g., vendors and customers) to ensure project completion.

Statement of Operations & Changes in Net Assets (Income Statement):

- i. Revenues:
 - AMTA experienced a small decrease in revenues of \$13.1MM (v. \$13.4MM in 2021). Research and Innovation garnered revenues of \$7.5MM, unchanged from last year.
- ii. Expenses:
 - R&I experienced a decrease in expenses due to a decrease in activity and the timing of projects in comparison to last year; and
 - CRA: expenses climbed, attributable to a rise in post-pandemic activity.
- iii. Statement of Cash Flows (sources and uses of cash):
 - Notes 13: demonstrates the importance of WCB funding for the benefit of IRT operations on an ongoing basis.

Hearing no questions, Mr. Harper concluded his report. Mr. Paisley extended his appreciation of the diligence and financial acumen provided under Mr. Harper’s oversight.

7. Appointment of External Auditor 2023

Motion to Appoint as External Auditors of the Alberta Motor Transport Association, Meyers, Norris Penny (MNP) LLP, for the 2023 fiscal year.

Moved by Dan Columbus, Seconded by Greg Sokil to appoint Meyers Norris Penny (MNP) LLP as Alberta Motor Transport Association External Auditors for the 2023 fiscal year.

CARRIED.

8. Election of 2023/24 Association Board of Directors

As a governing body, the Board establishes the overall vision, direction, and priorities of the organization; sets policies and approves the budget; actively manages risks; and selects and evaluates the Association’s president.

Mr. Paisley recognized Mr. Carl Rosenau and Mr. Gene Orlick as “industry legends”, and thanked them on behalf of the Board, management and membership for their long service and invaluable leadership, each of whom are transitioning to the AMTA Council of Emeritus-- a governance structure set in place in 2021 that provides for the transition and the Board’s ability to call on *emeriti* for sage advice, when invited by the Board.

The Board Chair referred to the Association’s Board of Directors’ recommended slate of nominees for terms ending respectively, *April* 2023 and 2024 and 2025, attached to these minutes as **Schedule 3**, such authority derived from Article 5 of the Association 2022 Bylaws.

Moved by Grant Heer, Seconded by Dave Schmidt to elect the Slate of Board Nominees and prescribed terms, as recommended by the Alberta Motor Association Board of Directors (Article 5 AMTA Bylaw authority).

CARRIED.

9. Q & A Session

Mr. Paisley opened the floor to receive any questions or comments from the meeting delegates and attendees. Hearing none, he advanced the meeting to deliver his closing remarks.

10. Next Annual General Meeting

The 2024 Alberta Motor Transportation Annual General Meeting will be held in April 2023. Mr. Paisley referred to a previous survey that canvassed membership on their future conference and AGM venue preferences and why.

The confirmed date and venue will be announced on the AMTA Website in early 2024, once details are established.

11. Closing Remarks from Board Chair

Mr. Paisley extended his thanks and appreciation to everyone in attendance, acknowledging that the strength of the Association is firmly rooted in its membership and industry partners—essential to the future of the commercial transportation industry and the prosperity of our province, country, and global nations.

He underlined the importance of the professionals within the industry, who all Albertans rely upon for their well-being and prosperity.

12. Adjournment

The Board Chair closed the Alberta Motor Transport Association's 2023 Annual General Meeting. He looks forward to the opportunities to engage with membership and all industry stakeholders in the year ahead.

Moved by Don Achtemichuk to adjourn the 2023 Alberta Motor Transportation Association Annual General Meeting at 9:48 am.

SCHEDULE 1

AMTA 2023 Annual General Meeting

Alberta Motor Transport Association AGM 2023 Attendance

Name	Membership	Voting	Company
Adrienne Hill	Carrier Member - Voting	1	Inter Pipeline
Agnes Rozanska-Rodzon	AMTA Staff		Alberta Motor Transport Association
Ahmad Saeed	Supplier Member		Solera
Alysia Young	Proxy Received	1	Rocksteady Oilfield Services
Amanda Galitzine	Proxy Received	1	High Gear Contracting Ltd
Andrea Rice	Carrier Member - Voting - Proxy received	1	Carmacks Enterprises Ltd.
Andrew Barnes	AMTA Staff		Alberta Motor Transport Association
Anita Mitchell	Proxy Received	1	Leduc Truck Service Ltd.
Annabelle Braumberger	Proxy Received	1	Nitrogen Technologies of Canada Ltd.
Anoop Dhaliwal	Proxy Received	1	Parminder Trucking Ltd
Ashish Gill	Carrier Member - Voting	1	Light Speed Logistics Inc.
Bill Pattison	Carrier Member - Voting	1	Caron Transport Systems
Bill Vezina	Proxy Received	1	Bushell Transport
BJ Zoobkoff	Proxy Received	1	XTL Transport Inc.
Brad Beerling	Carrier Member - Voting	1	Meridian Manufacturing Inc
Brandon Broz	Proxy Received	1	Pioneer Truck - Mac D Trucking
Brent Ryan	Proxy Received	1	Bremic Carriers Inc.
Brittany James	AMTA Staff		Alberta Motor Transport Association
Camille Sojer	AMTA Staff		Alberta Motor Transport Association
Carl Rosenau	Carrier Member - Voting	1	Hercules Logistics
Carmen Gordon-Christine Van Essen	Carrier Member - Voting	1	Ledcor
Chad Eamer	Carrier Member - Voting	1	Civeo
Christine Scott-	Supplier Member		BFL Canada Insurance
Cliff Litke-	AMTA Staff		Alberta Motor Transport Association
Clint Powel	Proxy Received	1	Parkland Courier Services Ltd.
Curtis Zeiner	Proxy Received	1	Mustange Fregityhways Ltd
Daleene Kosinski	Proxy Received	1	Carmacks Enterprises Ltd.
Dan Columbus	Carrier Member - Voting	1	KAG Canada/Westcan Bulk
Dan Lafaut	Supplier Member		Thermo King Western (Calgary) Inc.
Daphne McCuen	Supplier Member		BFL Canada Insurance
Daphne Montgomery	Supplier Member		SleepSmart
Darren Pinkoski	Proxy Received	1	Barmac Contracting Ltd.
Dave Davis	Proxy Received	1	ENMAX Corporation
Dave Elniski	AMTA Staff		Alberta Motor Transport Association
David Matthews	Supplier Member		BFL Canada
David Richards	Carrier Member - Voting	1	Diversified
David Schmidt	Carrier Member - Voting	1	Lafarge North America
Dawn Brandstrom	Proxy Received	1	
Don Achtemichuk	Carrier Member - Voting	1	ATS Healthcare
Don MacDonald	Carrier Member - Voting	1	CCA Truck Driver Training Ltd.
Don Trottier	Supplier Member		HighStreet Insurance
Dorothy Lutzak	Carrier Member - Voting	1	Heartbeat Transport Ltd.

Doug Paisley	Carrier Member - Voting	1	LTT Logistics - Lethbridge Truck Terminals
Dwayne Tofsrud	Carrier Member - Voting	1	Tiger Calcium Services
Elvis Cavalic	Supplier Member		Zipments
Erica Veresh	AMTA Staff		Alberta Motor Transport Association
Erik Sherman	Proxy Received	1	Bowline Logistics Ltd
Floyd Bristol	Proxy Received	1	United Parcel Service/UPS
Grant Heer	AMTA Staff		Alberta Motor Transport Association
Greg McNeill	Guest		MCNEILL Human Resources
Greg Sokil	Carrier Member - Voting	1	Sokil Express Lines Ltd.
Gurinder Preet Punian	Carrier Member - Voting	1	Syndicate Transport Ltd.
Harp Powar	Non Member		Arthur J. Gallagher
Jake House	Carrier Member		Ledcor
Jason Bakalech	Guest		Powell
Jason Green	Proxy Received	1	Hi Way 13 Transport
Jeff Rosnau	Carrier Member - Voting	1	Whitecourt Transport
Jennifer Fong	Proxy Received	1	United Farmers of Alberta Cooperative Ltd (Fleet)
Jeremy Thorne	Proxy Received	1	Highside Trucking Inc
Jerry Allen	Carrier Member		Hi-Way 9 Express
Jesse Vandenberg	Carrier Member - Voting	1	Vandenberg Hay Farms
John Foster	Carrier Member - Voting	1	Rapid Response Industrial Group Ltd.
John Klemen	Proxy Received	1	Chinook Carriers Ltd.
John Martin	Supplier Member		BFL Canada
Jolette Kooger	Carrier Member		Caron Transport Systems
Josh Hannaberry	AMTA Staff		Alberta Motor Transport Association
Karen Chow	AMTA Staff		Alberta Motor Transport Association
Katie Marchant	Carrier Member - Voting	1	First Student
Kayla Matchem	Proxy Received	1	Watt & Stewart Commodities Inc
Kelsey Hipkin	AMTA Staff		Alberta Motor Transport Association
Ken Rosenau	Carrier Member - Voting	1	Rosenau Transport Ltd.
Keven Ulrich	Carrier Member - Voting	1	East West Express 2015 Inc.
Kevin Ramsay	Carrier Member - Voting	1	Manitoulin Transport
Kyle Porter	Carrier Member - Voting	1	Northwest Tank Lines
Landon Tofsrud	Proxy Received	1	Western Midstream Inc.
Laura Guzman	Supplier Member		Hydra Energy Canada
Laura Lunt	Guest		Linde Canada
Laurie Tod	AMTA Staff		Alberta Motor Transport Association
Leo Barros	Supplier Member		Newcom Media
Lorena Siemens	Carrier Member		KAS Oilfield Hauling Ltd.
Maryna Rolland	Carrier Member - Voting	1	Arrow Transportation Systems Inc.
Michel Lefavre	Carrier Member - Voting	1	Loblaw Companies Ltd.
Michelle Kwasny	Supplier Member		First Truck Centre
Michelle Spacil	AMTA Staff		Alberta Motor Transport Association
Radu Mihai	Proxy Received	1	Burnco Rock Products
Ralph Siemens	Carrier Member - Voting	1	KAS Oilfield Hauling Ltd.
Real Durand	Carrier Member - Voting	1	Bison Transport
Rendel Elock	Carrier Member - Voting	1	Central Carriers (Edmonton) Ltd.
Richard Juba	Guest		RES Canada Construction LP
Rob Aronson	Carrier Member		Light Speed Logistics Inc.

Alberta Motor Transport Association
Financial Statements
December 31, 2022

Management's Responsibility

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.

April 12, 2023

e-Signed by Willie Hamel
2023-04-12 17:14:53:53 MDT

Willie Hamel
President

e-Signed by Robert Harper
2023-04-12 16:36:36:36 MDT

Robert Harper
Controller

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, 2022, and the statements of operations and changes in net assets, cash flows and the related schedules 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, 2022, 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 and Those Charged with Governance 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 12, 2023

MNP LLP

Chartered Professional Accountants

Alberta Motor Transport Association

Statement of Financial Position

As at December 31, 2022

	2022	2021
Assets		
Current		
Cash	1,764,532	1,661,534
Accounts receivable	481,114	420,836
Restricted cash (Note 3)	2,210,437	1,937,306
Prepaid expenses	86,855	118,645
Inventory	14,324	27,012
	4,557,262	4,165,333
Capital assets (Note 4)	9,917,700	10,321,184
Long-term deposits (Note 5)	1,120,634	1,120,634
Holdbacks receivable	969,894	845,622
	16,565,490	16,452,773
Liabilities		
Current		
Accounts payable and accruals (Note 6)	616,545	462,399
Deferred revenue (Note 7)	2,210,437	1,937,306
Deferred membership revenue	330,176	298,977
Current portion of long-term debt (Note 8)	117,710	165,042
	3,274,868	2,863,724
Long-term debt (Note 8)	2,766,865	2,850,562
Deferred capital contributions (Note 9)	2,001,911	2,210,549
Long-term holdbacks payable	976,070	814,090
	9,019,714	8,738,925
Commitments (Note 12)		
Net Assets		
Injury Reduction and Training	2,096,456	2,355,619
Partners in Compliance	24,997	24,997
Industry Advancement	(538,525)	(616,069)
Compliance and Regulatory Affairs	931,634	854,270
Invested in capital assets	5,031,214	5,095,031
	7,545,776	7,713,848
	16,565,490	16,452,773

Approved on behalf of the Board

e-Signed by Doug Paisley
2023-04-12 16:29:31:31 MDT

Director

e-Signed by Tim Bennett
2023-04-12 17:53:24:24 MDT

Director

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, 2022

	<i>Injury Reduction and Training</i>	<i>Partners in Compliance</i>	<i>Industry Advancement (Note 11)</i>	<i>Compliance and Regulatory Affairs</i>	<i>Invested in Capital Assets</i>	2022	2021
Revenue							
Program grants <i>(Note 11)</i>	-	-	6,446,113	-	-	6,446,113	7,542,885
Workers Compensation Board grant	4,265,000	135,000	-	-	-	4,400,000	4,000,000
Memberships	-	-	-	666,440	-	666,440	546,930
Miscellaneous	307,995	-	-	179,529	-	487,524	311,306
Training	244,164	-	-	1,500	-	245,664	297,833
Recognition of deferred capital contributions <i>(Note 9)</i>	-	-	-	-	208,638	208,638	215,228
Other grants	30,000	126,891	-	-	-	156,891	96,573
Products	47,607	43,746	-	-	-	91,353	83,133
Events	-	-	-	83,996	-	83,996	45,219
Regional meetings	75,367	-	-	-	-	75,367	89,368
Interest	73,534	-	-	-	-	73,534	7,908
Rental	67,100	-	-	-	-	67,100	79,800
Affinity program	-	-	-	59,415	-	59,415	59,026
Simulator	31,892	-	-	-	-	31,892	12,595
Certificate of recognition	18,880	-	-	-	-	18,880	21,567
Roadeo	-	-	-	-	-	-	4,000
	5,161,539	305,637	6,446,113	990,880	208,638	13,112,807	13,413,371
Expenses <i>(Schedule 1)</i>	5,088,070	305,637	6,368,569	913,516	605,087	13,280,879	13,288,402
Excess (deficiency) of revenue over expenses	73,469	-	77,544	77,364	(396,449)	(168,072)	124,969
Fund balances, beginning of year	2,355,619	24,997	(616,069)	854,270	5,095,031	7,713,848	7,588,879
Investment in capital assets <i>(Note 10)</i>	(332,632)	-	-	-	332,632	-	-
Net assets, end of year	2,096,456	24,997	(538,525)	931,634	5,031,214	7,545,776	7,713,848

The accompanying notes are an integral part of these

Alberta Motor Transport Association

Statement of Cash Flows

For the year ended December 31, 2022

	2022	2021
Cash provided by (used for) the following activities		
Operating		
(Deficit) excess of revenue over expenses	(168,072)	124,969
Amortization	605,087	648,590
Deferred capital contributions, recognized	(208,638)	(215,228)
	228,377	558,331
Changes in working capital accounts		
Accounts receivable	(60,278)	380,764
Prepaid expenses	31,790	(11,521)
Inventory	12,688	25,996
Holdbacks receivable	(124,272)	(845,622)
Accounts payable and accruals	154,146	(2,134,470)
Deferred revenue	273,131	353,731
Deferred membership revenue	31,199	32,286
Holdbacks payable	161,980	814,090
	708,761	(826,415)
Financing		
Repayment of long-term debt <i>(Note 10)</i>	(131,029)	(158,724)
Investing		
Purchase of capital assets <i>(Note 10)</i>	(201,603)	(6,515)
Advances of long-term deposit	-	(1,012,822)
Increase (decrease) in cash resources	376,129	(2,004,476)
Cash resources, beginning of year	3,598,840	5,603,316
Cash resources, end of year	3,974,969	3,598,840
Cash resources are composed of:		
Cash	1,764,532	1,661,534
Restricted cash <i>(Note 3)</i>	2,210,437	1,937,306
	3,974,969	3,598,840

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, 2022

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) 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.

III) Industry Advancement

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

IV) Compliance and Regulatory Affairs

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

V) Invested in capital assets

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

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 \$9,482 (2021 - \$11,842). The amount of inventory recognized as an expense in the year was \$27,203 (2021 - \$9,388).

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.

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.

	Rate
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.

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.

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.

Alberta Motor Transport Association
Notes to the Financial Statements
For the year ended December 31, 2022

3. Internally restricted cash

	2022	2021
Restricted for safety course development and conferences	1,575,998	1,551,723
Restricted for Alberta Transportation	81,902	208,793
Restricted for Industry Advancement	552,537	176,791
	2,210,437	1,937,307

4. Capital assets

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Buildings	12,985,948	3,441,143	9,544,805	10,015,379
Computer equipment	399,832	353,256	46,576	38,909
Furniture and fixtures	760,573	717,136	43,437	54,374
Assets not yet in use	282,882	-	282,882	212,522
	14,429,235	4,511,535	9,917,700	10,321,184

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.

5. Long-term deposits

Included in long-term deposits is a \$120,634 (2021 - \$120,634) security deposit to leased land from the Edmonton International Airport (Note 12).

In the prior year, the Association contributed \$1,000,000, 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

	2022	2021
Accruals	256,614	128,382
Trade accounts payable	253,720	222,574
Vacation payable	85,848	111,443
Goods and Services Taxes payable	20,363	-
	616,545	462,399

Alberta Motor Transport Association
Notes to the Financial Statements
For the year ended December 31, 2022

7. Deferred revenue

Changes in deferred revenue are as follows:

	<i>Alberta Transportation</i>	<i>Safety course development and conferences</i>	<i>Industry Advancement</i>	2022	2021
Deferred revenue, beginning of year	183,187	1,577,328	176,791	1,937,306	1,583,575
Amounts received during the year	-	509,551	6,821,857	7,331,408	7,720,806
Amounts recognized as revenue	(126,891)	(485,275)	(6,446,111)	(7,058,277)	(7,367,075)
Deferred revenue, end of year	56,296	1,601,604	552,537	2,210,437	1,937,306

8. Long-term debt

	2022	2021
Capital Loan Facility	2,884,575	3,015,604
Less: Current portion	117,710	165,042
	2,766,865	2,850,562

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

	Principal
2023	117,710
2024	124,324
2025	132,255
2026	140,203
2027	85,982

Interest on long-term debt amounted to \$133,159 (2021 – \$91,871).

The Association has access to a HSBC Capital Loan Facility for capital expenditures, authorized to a maximum of \$4,500,000 (2021 - \$4,500,000). The facility bears interest at HSBC's fixed rate of 5.85% per annum for a period of five years to July 11, 2027. All amounts outstanding under this Capital Loan Facility shall be repaid on demand by HSBC and until such demand, the Association shall make monthly principal repayments in an amount advised by HSBC, together with accrued interest calculated at the applicable rate per annum based on a notional amortization period of 20-years. The Capital Loan Facility is a demand facility subject to annual credit renewal and HSBC has not invoked its right to demand immediate repayment of the outstanding balance of the debt for the next twelve months.

The Association has access to an HSBC Mastercard facility, authorized to a maximum of \$60,000 (2021 - \$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 \$11,492 (2021 - \$13,212).

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.

Alberta Motor Transport Association
Notes to the Financial Statements
For the year ended December 31, 2022

8. Long-term debt *(Continued from previous page)*

The credit facilities are subject to certain financial covenants. As at December 31, 2022, 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.

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:

	2022	2021
Deferred capital contributions, beginning of year	2,210,549	2,425,777
Amounts recognized as revenue	(208,638)	(215,228)
<hr/>		
Deferred capital contributions, end of year	2,001,911	2,210,549

10. Net investments in capital assets

	2022	2021
Capital assets purchased	201,603	6,514
Repayment of long-term debt	131,029	158,724
<hr/>		
	332,632	165,238

Alberta Motor Transport Association
Notes to the Financial Statements
For the year ended December 31, 2022

11. Industry Advancement

	2022	2021
Alberta Zero Emissions Truck Electrification (AZETEC)		
Revenue	1,014,760	3,318,817
Expenses	(912,075)	(3,303,521)
	102,685	15,296
Mandatory Entry Level Training (MELT)		
Revenue	1,966,043	2,253,340
Expenses	(1,893,024)	(2,253,340)
	73,019	-
Electric Truck Vehicle Infrastructure Demonstration (EVID)		
Revenue	770,312	994,021
Expenses	(585,340)	(994,021)
	184,972	-
Cooperative Truck Platooning Systems (CTPS)		
Revenue	1,411,182	976,707
Expenses	(1,190,179)	(988,280)
	221,003	(11,573)
Zero Emission Vehicle Awareness Initiative (ZEVAI)		
Revenue	1,283,816	-
Expenses	(1,247,693)	-
	36,123	-
Excess of revenue over expenses before indirect costs	617,803	3,724
Indirect costs	(540,259)	(383,005)
Excess (deficiency) of revenue over expenses	77,544	(379,281)

12. Commitments

The Association leases land and equipment under operating lease arrangements which expire at varying times between 2024 and 2047. Payments required under these leases in each of the next five years are as follows:

2023	279,315
2024	250,533
2025	242,940
2026	236,634
2027	231,246

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.

Alberta Motor Transport Association
Schedule 1 - Schedule of Expenses

For the year ended December 31, 2022
(Unaudited)

	<i>Injury Reduction and Training</i>	<i>Partners in Compliance</i>	<i>Industry Advancement (Note 11)</i>	<i>Compliance and Regulatory Affairs</i>	<i>Invested in Capital Assets</i>	2022	2021
Expenses							
Program expenses	-	-	5,828,310	-	-	5,828,310	7,539,162
Wages and benefits	2,849,748	61,072	401,675	38,828	-	3,351,323	2,818,033
Amortization	-	-	-	-	605,087	605,087	648,590
Consulting	437,764	45,792	8,813	19,255	-	511,624	506,159
Office	277,595	711	2,628	106,912	-	387,846	287,234
Building operations	305,364	-	-	-	-	305,364	272,642
Rent	284,072	-	-	-	-	284,072	210,000
Events	227,498	-	-	49,783	-	277,282	40,477
Marketing and promotion	76,067	77	48	140,903	-	217,095	103,857
Association and membership dues	16,350	-	-	165,549	-	181,900	144,857
Audit and legal	89,541	-	-	76,254	-	165,795	54,498
Repairs and maintenance	151,037	-	-	-	-	151,037	96,471
Travel	119,065	468	11,625	17,846	-	149,004	27,074
Campus project expenses	-	-	-	142,634	-	142,634	-
Interest on long-term debt	133,159	-	-	-	-	133,159	91,871
Products	107,736	1,933	-	-	-	109,669	85,723
Telephone	84,207	-	3,160	151	-	87,517	72,659
Board of Directors meetings	8,756	-	-	78,573	-	87,329	6,533
Program development	78,705	-	-	-	-	78,705	80,234
Insurance	68,763	-	-	-	-	68,763	48,241
Staff professional development	32,631	-	34,310	1,605	-	68,545	67,849
Bank charges and interest	30,945	-	-	-	-	30,945	29,908
Regional meetings	19,512	-	-	8,724	-	28,236	5,232
Training	26,128	-	-	-	-	26,128	34,355
Driver of the month	7,392	-	-	-	-	7,392	9,945
Roadeo	-	-	-	-	-	-	21,287
Corporate chargeback	(340,083)	195,584	78,000	66,499	-	-	-
Bad debts	(3,882)	-	-	-	-	(3,882)	(14,489)
	5,088,070	305,637	6,368,569	913,516	605,087	13,280,879	13,288,402



Schedule 3
AMTA 2023 Annual General Meeting

2023 – 24
*Proposed
Board of Directors*

Director Nominee	Executive	April 2023	April 2024	April 2025
Doug Paisley	Board Chair			X
Tim Bennett	Sr. Vice Chair			X
Real Durand	Vice Chair		X	
Jude Groves	Past Chair		X	
Don Achtemichuk			X	
Brad Beerling				X
Dan Columbus				X
Ashish Gill				X
Grant Heer			X	
Michelle Kwasny				X
Laura Lunt				X
Sunny Punian				X
Kevin Ramsay				X
David Schmidt				X
Terry Siemens			X	
Greg Sokil			X	
Ken Rosenau			X	
Rod Shopland				X
Emeritus Council	Appointment Date			
Mitchell, Grant	2022, September			
Orlick, Gene	2023, April			
Rosenau, Carl	2023, April			