



Location: Brussels Legion

Date: Sunday, January 29, 2023

Time: 3:00 p.m.

Brussels Agricultural Society Annual General Meeting Minutes

In Attendance

Peggy Aitcheson, Monique Baan, Don Baan, Joan Bernard, Crystal Blake, Sophia Burkholder, Sandra Cable, Barbara Cadotte, Betty Cardiff, Cathy Cardiff, Jeff Cardiff, Matt Cardiff, Dorothy Cummings, Deanna Haanstra, Murray Hoover, Linda Garland, Dona Knight, John Lowe, Doug McArter, Rhonda McArter, Crystal McCallum, Marie McCutcheon, Pam McLellan, Glenda Morrison, Justin Morrison, Brenda Nyveld, Zoellyn Onn, Alicia Ribey, Paislee Ribey, Maggie Speer, John Stephenson, Scott Stephenson, Bob Thomas, Debbie Thomas, Mary Ann Thompson, Lori Vader, and Reg Vinnicombe.

Guests: Jamie Heffer, Maranda Klaver, Glen McNeil, Bonnie Rideout, Bill Strong, and Lisa Thompson.

Regrets: Evelyn Hillier, Elwin Garland, Pauleen Kerkhof, Sandra Machan, Sean Mitchell, David Perrie, and Joan Perrie.

NOTE: Quorum achieved (24).

Welcome

Z. Onn welcomed those in attendance to the Brussels Agricultural Society's Annual General Meeting. Greetings were brought from:

- Mayor Jamie Heffer, on behalf of the Municipality of Morris-Turnberry;
- Warden Glen McNeil, on behalf of Huron County Council;
- District Director Bonnie Rideout, on behalf of the OAAS (Ontario Association of Agricultural Societies) District 8 Board of Directors; and,
- Bill Strong on behalf of Ben Lobb, Member of Parliament (Huron-Bruce).

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Lisa Thompson, Minister of Agriculture, Food and Rural Affairs and Member of Provincial Parliament (Huron-Bruce) later attended and brought greetings.

Presentation of Awards

On behalf of David and Joan Perrie, D. Cummings presented Sophia Burkholder with the Junior Section Award. This award is given to the youth with the highest total points in the Junior Section. Sophia was also presented with the Optimist Best All Around Participation award by Doug McArter on behalf of the Brussels Optimist Club. This award is given to the youth who has accumulated the most points in all fair Sections combined (excluding Section F).

Guest Speaker

Maranda Klaver, Huron County Queen of the Furrow, shared her journey to becoming the Ontario Queen of the Furrow.

Call to Order

Z. Onn called the Annual General Meeting (AGM) to order. Roll call was taken and achievement of quorum was confirmed.

Approval of Agenda

The agenda was reviewed and the following additions were requested to be added under "Other business": OAAS Convention (Z. Onn), sub-committee duties (C. McCallum), general meeting quorum (Z. Onn), Secretary/Treasurer honorariums (Z. Onn), Ladies Night (J. Lowe), website (J. Lowe), and Fair prizes (J. Lowe). The motion to approve the agenda as amended (L. Vader) was seconded (D. Cummings) and passed.

Approval of Minutes

The previous Annual General Meeting minutes were reviewed. The motion to approve the minutes (M. Hoover) was seconded (M. Cardiff) and passed.

President's Report

In her last meeting as President, Z. Onn thanked Society members for their participation and contributions as community volunteers.

Homecraft President's Report

P. McLellan requested that **Fair Section Leads get any outstanding edits required of their Fair book section write-ups to Z. Onn by mid-February at the very latest.**

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Ambassadors' Reports

D. Haanstra and P. Ribey summarized their activities since becoming Brussels Fall Fair Ambassador and Junior Ambassador, respectively. Both participated in a number of fair and Santa Claus parades, and Brussels Fall Fair activities.

Financial Reports

J. Lowe reviewed the Profit and Losses and Balance Sheets (**the annual "Financial Reports"**) for 2022, 2021, and 2020 in the order listed. These documents were provided to Society members upon their arrival at the meeting. Regarding the Financial Reports, M. A. Thompson asked where the donations from businesses were captured. J. Lowe responded that they can be found under "Fair Prize Donors." J. Cardiff asked if that number reflected the Brussels Optimists \$1,500 annual donation to the Brussels Fall Fair. J. Lowe answered that the funds provided by the Optimists in 2020 were held for use in 2022 as we did not host our traditional Fall Fair in 2020 and 2021. Looking at the funds spent on advertising, M. Hoover asked if we are spending too much on advertising for the Fair. J. Lowe noted that this concern has been brought forth before and agreed that our Society may have to "tighten our belt" moving forward. Z. Onn added that additional advertising monies were spent in 2020 and 2021 as we did not host our Fall Fair and instead ran non-traditional events that required advertising.

The motion to approve the 2022 Financial Report (P. Aitcheson) was seconded (L. Vader) and passed.

The motion to approve the 2021 Financial Report (L. Garland) was seconded (D. Cummings) and passed.

The motion to approve the 2020 Financial Report (M. Speer) was seconded (R. McArter) and passed.

J. Lowe then provided the following **Treasurer's report**:

Item	Amount	Notes
TD Canada Trust	\$10,949.83	
Manulife Advantage	\$12,606.25	2.75%
Manulife GIC #1 0358	\$6,673.01	2.75% matures Mar. 1, 2024
Manulife GIC #3 7268	\$4,308.02	0.85% matures Dec. 18, 2023
Total Funds	\$34,537.11	As of January 26, 2023

J. Lowe reported the following recent expenses:

- McGavin Farm Supply (purchase of gift certificate as there was a first place tie in one of the Fair categories): \$200.00
- Howick Mutual (outbuilding insurance): \$108.00
- The Citizen (AGM ads): \$32.63

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J. Lowe further added that \$4,082.57 was paid out in Fair prize money and that we profited \$869.05 from the food booth at the Fair, \$1,230.20 from the donation stations at the Fair, and \$1,419.38 from the raffle baskets.

J. Lowe then suggested that we consider moving some money from our Manulife Advantage account into a one hundred day GIC at 4%. D. Cummings asked if there is a fee to move the money, which J. Lowe responded, "no." The motion to invest \$10,000.00 in a one hundred day GIC at 4% (M. Cardiff), was seconded (R. McArter) and passed. **J. Lowe to arrange for the GIC.**

J. Lowe also reported that he has contacted both municipalities regarding our annual grants and has sent a draft of our annual sponsorship request letter to the incoming president (R. Vinnicombe) for review and approval.

The motion to accept the Treasurer's Report (J. Lowe) was seconded (L. Garland) and passed.

The motion to accept the 2020-22 **Auditor's report**, completed by Glenda Morrison, (B. Cardiff) was seconded (M.A. Thompson) and approved).

Discussion ensued regarding the **appointment of auditors** for the upcoming year. Society members suggested the following individuals: Ralph Watson, Julie Harrison, Doug Sholdice, and Glenda Morrison. As Julie Harrison is a Society member and as Glenda Morrison became a Society member today, they are ineligible to be appointed. **It was agreed that J. Lowe will reach out to Ralph and Doug.**

J. Lowe suggested that we provide an honorarium to our auditors each year, including this past year's auditor. The motion to provide a \$50.00 honorarium per auditor annually (J. Bernard) was seconded (L. Vader) and passed. **J. Lowe to see that the honorariums are issued.**

Special Resolutions

None.

Election of Directors and Appointment of a Secretary and Treasurer or Secretary-Treasurer

J. Cardiff advised those present that the following Director positions were available:

- First Vice President (S. Mitchell advised that he would be willing to assume the position of Second Vice President and as such his position, First Vice President, became vacant)
- Homecraft Vice President

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Discussion ensued regarding the position of First Vice President. J. Lowe nominated M. Cardiff, who declined. C. Cardiff nominated C. Blake, who accepted. After multiple calls for nomination, C. Blake was acclaimed as First Vice President.

Discussion then ensued regarding Homecraft Vice President. M.A. Thompson nominated M. McCutcheon, who declined. J. Lowe nominated R. McArter, who declined. J. Bernard nominated P. Aitcheson, who declined. Z. Onn nominated M.A. Thompson, who declined. D. Cummings nominated Z. Onn, who declined. M.A. Thompson nominated M. Baan, who declined. A decision was made to **defer this nomination process to the next General Meeting.**

The Directors agreed to meet immediately following the AGM to appoint a Secretary and Treasurer.

Other Business

Farm and Food Care Ontario (FFCO)

M. Cardiff announced that the Brussels Agricultural Society's application to host a Breakfast on the Farm in 2023 has been accepted. The event will be hosted on June 17th at Tim Prior's farm. Approximately one hundred volunteers will be needed. M. Cardiff noted that as more information becomes available that he will inform the membership.

2024 Brussels Fall Fair Date and Theme

Discussion deferred to the next meeting.

OAAS Convention

Z. Onn asked Society members if any planned on attending the OAAS Convention. She noted that she and R. Vinnicombe are attending. **L. Vader** indicated that she may be interested if she can secure time off work and **will notify Z. Onn before Wednesday if she can attend. J. Lowe will then arrange for the Convention registrations.** As this number of attendees will necessitate only two of the four hotel rooms reserved, **C. McCallum will cancel the two hotel rooms she reserved.**

J. Lowe suggested that we revisit the costs our Society is willing to offset for members to attend the OAAS Convention, noting that our Society currently covers the cost of the Convention registration fee and provides \$100 per day (maximum two days) per member to cover the costs of travel and accommodations. He noted that this does not currently cover all travel and accommodation expenses and does not provide any funding to offset the cost of meals. He suggested that the Society should cover 100% of registration and accommodation costs for each member (double occupancy) and that an allowance of \$100 per day be provided to each member per day (maximum two days) to cover transportation and meal expenses. M.A. Thompson suggested that we would have to cap the number of Society members we would

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sponsor to attend each year if we made such a funding decision, which D. Cummings agreed with.

The motion for the Brussels Agricultural Society to cover 100% of the registration fees and hotel accommodation expenses (double occupancy) for a maximum of four Society members to attend the annual OAAS Convention, and to provide a \$100 per day allowance for transportation and meal expenses per Society member (maximum two days) (J. Lowe) was seconded (C. Blake). Upon discussion, the motion was amended to read: The Brussels Agricultural Society will cover 100% of the registration fees and hotel accommodation expenses (double occupancy) for a maximum of four Society members to attend the annual OAAS Convention and will provide a \$50 per day allowance for transportation and meal expenses per Society member (maximum two days). This amended motion (J. Lowe) was seconded (C. Blake) and passed.

C. McCallum asked if our Society would be donating a silent auction item to the OAAS Convention again this year. Z. Onn stated that we typically donate \$50.00 in maple syrup. J. Lowe suggested that we consider donating a different item as typically a lot of maple syrup is donated. Z. Onn suggested a gift card tree. C. Cardiff suggested donating a gift card or cards to something local, e.g., wagyu beef from Tim Prior. It was felt that it may be difficult for people from out of the region to use gift cards for local businesses. The preference was to purchase something from a local business (i.e. the Cowboy Loft) to donate as an auction item. Z. Onn agreed to secure an item(s) from a local business to donate to the silent auction at the OAAS Convention. She asked members how much we would be willing to spend on the item. The motion to spend up to \$100 on item(s) from a local business to donate to the OAAS Convention's silent auction (M. McCutcheon) was seconded (D. Cummings) and passed. **Z. Onn to secure the item(s) and transport it/them to the OAAS Convention.**

Sub-committee Duties

Discussion deferred to the next meeting.

General Meeting Quorum

As our Society continues to struggle to achieve quorum at our General Meetings, Z. Onn suggested that we considering lowering our General Meeting quorum from 15 to 10. After a brief discussion, the motion to change the General Meeting quorum to 10 (J. Bernard) was seconded (L. Vader) and passed. **C. McCallum to update the Constitution to reflect this change.**

Secretary/Treasurer Honorariums

Discussion deferred to the next meeting.

Ladies Night

Discussion deferred to the next meeting.

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Website

Discussion deferred to the next meeting.

Fair Prizes

Discussion deferred to the next meeting.

Correspondence and Announcements

C. McCallum directed those present to the document, Correspondence Since November 17, 2022, which was provided as part of the AGM package prior to the AGM. She provided the following highlights:

- The OAAS continues to work towards the development of Constitution and Bylaw templates that reflect ONCA (Ontario Not-for-profit Corporations Act) requirements.
- She and R. Vinnicombe recently attended an online seminar on ONCA hosted by United Way Perth-Huron.
- There will be honey and maple syrup judging schools held as part of the OAAS Convention.
- There is an opportunity to secure funding via the Community Services Recovery Fund. **J. Lowe to further investigate this.**

She added that District 8 has requested that our membership discuss and provide input on two motions brought forth at the recent District 8 AGM. **Discussion on these motions deferred to the next meeting.**

Adjournment

B. Cardiff adjourned the meeting. **The next meeting will be determined via a survey of members, conducted electronically by C. McCallum.**

Minutes submitted by: C. McCallum

Minutes approved by: R. Vinnicombe

NOTE: ACTION ITEMS ARE IN RED

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