



Middle Musquodoboit Agricultural Society

Annual General Meeting

Tuesday, February 15th, 2022, 7:00 pm

Meeting Booklet



Zoom Meeting Details

Topic: MMAS Annual General Meeting
Time: Feb 15, 2022, 07:00 PM Halifax

Join Zoom Meeting

<https://us02web.zoom.us/j/86935482928?pwd=a3VmRVFGMnNXOFFIZ25KUG4reEZiUT09>

Meeting ID: 869 3548 2928

Passcode: 370726

Dial by your location

- +1 587 328 1099 Canada
- +1 647 374 4685 Canada
- +1 647 558 0588 Canada
- +1 778 907 2071 Canada
- +1 204 272 7920 Canada
- +1 438 809 7799 Canada
- +1 312 626 6799 US (Chicago)
- +1 346 248 7799 US (Houston)
- +1 646 558 8656 US (New York)
- +1 669 900 9128 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 869 3548 2928

Passcode: 370726

Find your local number: <https://us02web.zoom.us/j/86935482928?pwd=a3VmRVFGMnNXOFFIZ25KUG4reEZiUT09>

Agenda

1. Introduction and Welcome
2. Roll Call and Attendance
3. Approval of the Agenda
 - a. Additions to Other Business
4. Minutes of the Preceding (February 16, 2021) Annual General Meeting
5. Business Arising from the Minutes
6. President's Annual Report
7. Treasurer's Annual Report
8. Standing Committee Annual Reports
 - i. Building Committee
 - ii. Grounds Committee
 - iii. Halifax County Exhibition
 - iv. Exhibitions' Association of Nova Scotia
 - v. Rental Committee
 - vi. Business Plan Committee
 - vii. Promotions Committee
 - viii. New 4H Building Committee
 - ix. Funding Committee
9. Other Business
10. Resolution to Amend By-Laws
11. Nominating Committee Report
12. Appointment of Nominating Committee
13. Motions
 - i. Approve/endorse new directors
 - ii. Host the Halifax County Exhibition - August 17-20, 2022
14. Adjournment

Board of Directors & Volunteers

Murray Holman, President

Geoff Larkin, Vice President

Janette McDonald, 2nd Vice President

Gerry Walker, Past President

Joe Fisher, Treasurer

Jay Woodworth, Secretary

Sheila Fisher, Director

Russell Fulton, Director

Tom Parker, Director

Bob Ruggles, Director

Demmick Streach, Director

Anne Warburton, Director

John Fox, Director

Gwyn Bellefontaine, Director

Samantha Cheney, Director

Juli Oxford, Exhibition Management

Spencer Henry, Volunteer Member - Building Committee

Michelle Flemming, Volunteer Member - New 4H Building Committee

Greg Parker, Volunteer Member - New 4H Building Committee

2020 Annual General Meeting Minutes

February 16, 2021

ATTENDANCE

Attendees: Janette McDonald, Gerald Walker, Joe Fisher, Sheila Fisher, Murray Holman, Demmick Streach, John Fox, Russel Fulton, Tom Parker, Verna Higgins, Cathy Deagle-Gammon (HRM), Anne Warburton, Larry Harrison (MLA), Melissa Fulton, Natasha McKillop, Bob Ruggles, Gwyn Bellefontaine, Juli Oxford, Geoff Larkin, Jay Woodworth, Barb Larkin

Regrets: Sean Fraser (MP)

Absent: Samantha Cheney

The meeting was called to order at 7:05 pm.

AGENDA

Gerry Walker moved to accept the agenda as presented. Joe Fisher seconded. Motion carried.

MINUTES OF THE PRECEDING AGM

The minutes from the preceding Annual General Meeting on February 11, 2020 were available in the meeting booklets and summarized by the Secretary. Anne Warburton moved to accept the minutes as presented. Sheila Fisher seconded. Motion carried.

BUSINESS ARISING FROM THE MINUTES

None.

ANNUAL PRESIDENT'S REPORT

Murray Holman's annual report was available in the meeting booklet. He read the report to the group, highlighting the challenges brought in 2020 by the COVID-19 pandemic and subsequent cancellation of events including the Halifax County Exhibition.

ANNUAL TREASURER'S REPORT

Joe Fisher's annual treasurer's report was available in the meeting booklet. He summarized the report and his recommendations. The MMAS' financial position at the end of 2020 was \$99 483.95.

Joe Fisher moved adoption of the Treasurer's report; Gwyn Bellefontaine seconded. Motion carried.

STANDING COMMITTEE ANNUAL REPORTS

Most committee reports were available in the meeting booklet. The following additional highlight was presented:

- Sheila Fisher noted that the site for the New Vendor Building had been prepared and construction will take place when weather permits. Materials must be purchased by the end of March 2021.

Joe Fisher moved acceptance of all Committee Reports as presented. Bob Ruggles seconded. Motion carried.

OTHER BUSINESS

Flower Building Design

Gwyn Bellefontaine shared a design update for NSCC' design of the flower building. The intent of this endeavour is to provide NSCC students with experience while obtaining design plans for potential renovations of the flower building on the HCE grounds.

Greetings

Cathy Deagle-Gammon, District 1 Elect, HRM addressed the meeting with greetings. Highlights from her address include:

- Thank you for invite and acknowledgement to Larry Harrison (MLA)
- Background: Cathy lives in Fall River. She grew up in rural Cape Breton and was a proud 4-H member. She has visited our exhibition and enjoys it.
- Acknowledged the \$25 000 grant and suggested that a status report be submitted by March 31st, 2021 to allow additional applications for 2021-22.
- Acknowledged that MMAS is waiting for an additional \$25 000 for the third year of a funding agree. Joe Fisher responded that MMAS has a letter from HRM indicating a 3-year agreement for 2019, 2020, 2021 that suggests HRM will contribute 25K towards operations and maintenance. Joe Fisher noted that we did not expect to receive the funding in 2020, due to the pandemic but we will be requesting it for 2021. Cathy is

aware of the distinction and asked for a copy of that letter, she has offered to follow up and join the next board meeting to provide a report.

Larry Harrison (MLA) addressed the meeting with greetings. Highlights from his address include:

- Thank you for the invite, suggestion of hope for a better 2021.
- Larry noted that he personally missed the activity this in 2020 and is hoping things will get better soon.

RESOLUTION TO AMMEND BY-LAWS

None.

The Business Planning committee will review the by-laws in 2021.

NOMINATING COMMITTEE REPORT

Three terms were ending in February 2021, all members have agreed to reoffer. To correct the staggered terms, two members have accepted a one-year term.

Russel Fulton will return for another three-year term: February 2021 -February 2024

Demnick Streach will return for a one-year term: February 2021 - February 2022

Gerry Walker will return for a one-year term: February 2021 - February 2022

Sheila Fisher moved that the above terms be accepted and nominations cease, Anne Warburton seconded. No nominations from the floor. Motion carried.

APPOINTMENT OF NOMINATING COMMITTEE

Murray Holman appointed a nominating committee of Directors, Russell Fulton, Geoff Larkin, and Sheila Fisher for 2021.

MOTIONS

Geoff Larkin moved that the MMAS host the Halifax County Exhibition in August 18-21, 2021 providing EANS and provincial restrictions around COVID-19 allow. Gerry Walker seconded. Motion carried.

Memberships fees were waived and all present were named members.

Gerry Walker moved to adjourn the meeting at 7:56 pm. Motion carried.

Chairperson: *M.Holman*

Secretary: *J.Woodworth*

President's Report

2021 is behind us and we now look forward to 2022 with the hope of a better summer. I feel we came together as an organization in fine fashion this past year and accomplished a lot of work at the exhibition grounds. I would like to personally thank the directors of MMAs and staff of the Halifax County Exhibition for many hours spent attending meetings and rolling up sleeves to do maintenance at grounds. I would like to single out Joe Fisher for his impeccable financial records which enables us to make decisions on certain projects and improvements. We also need to thank Halifax Regional Municipality and in particular Councillor Cathy Deagle-Gammon for their ongoing financial assistance. Without their funding, it would have been difficult to hold events this past summer. Thanks to the volunteers and exhibitors for the hard work that went into the events held during strict covid protocols. We will face challenges going forward unlike in the past as we regroup and hold community events. It will get harder to engage people. All rural community groups will struggle with membership ours included. We will have to work hard to promote MMAS. Let us rise to the challenge.

Respectfully submitted by,

Murray Holman

President

Middle Musquodoboit Agricultural Society

Treasurer's Report

**Financial References documents begin on Page 11*

As my sixth-year closes, I have, again, accepted more responsibilities than expected since the outbreak of Covid 19. I will continue for one more year, but the BOARD must acquire the services of another individual to replace me. The workload needs to be shared among several members.

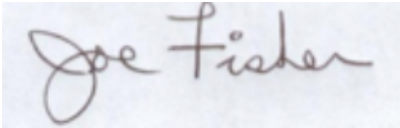
I am pleased to report the following highlights from 2020:

- 1) MMAS has \$88,791.38 + a \$10,000 GIC for a total cash asset of **\$98,791.38**. MMAS has payables for HST of \$844.75 and one outstanding check of \$50.
- 2) A Balance Sheet has been produced using a template from the Joint Stock Companies. This template has been accepted by the government for many not-for-profit organizations. Two Directors may sign the document. A copy is attached for each Director.
- 3) Application will be made for at least one summer employee. The candidate must be under 30 years of age and does not need to be a student.
- 4) A summary sheet of financial activity from 2016 to 2021 has been produced for another year. It is attached to your correspondence.
- 5) HRM has requested MMAS to apply for a three-year grant to support the Exhibition. The application was submitted in the fall.
- 6) The Board was more active this year and completed many projects including the new ring, the Vendor building (in progress), clean-up of the grounds, etc. Congratulations.
- 7) After 11 years, Chris and Kim Parker have decided to move on from the storage of vehicles on the grounds. We will miss them and send our sincere thanks.
- 8) Juli Ruggles continues to provide leadership with the summer events that replaced our annual Exhibition. We sincerely appreciate her efforts and say thanks.

Recommendations:

- 1) The Board must actively seek a replacement for treasurer who can be trained in 2022.
- 2) A Grants Committee should be formed to apply for more than just the HRM grant and the grant for a summer student.
- 3) A GIC has been issued to MMAS by the RBC. We had to take out a \$10,000 GIC to ensure payment of the card.

Respectfully submitted by,

A handwritten signature in black ink that reads "Joe Fisher". The signature is written in a cursive style with a large initial "J".

Joe Fisher

Treasurer

Middle Musquodoboit Agricultural Society

Statement of Income and Expenses for
Middle Musquodoboit Agricultural Association
for the fiscal period ending
2021-12-31

INCOME

| | |
|---------------------------|-------------------|
| Building Rentals | 15,847.97 |
| Donations | 100.00 |
| Exhibition Income | 18,058.75 |
| Grants | 53,811.57 |
| HST-collected | 2,038.19 |
| Membership | |
| Musquodoboit Valley Coop | |
| Rebate-HST | 10,259.06 |
| Transfer from HCE Account | |
| Miscellaneous | |
| A. Total Income | 100,115.54 |

EXPENDITURES

| | |
|---|--------------------|
| Bank Charges | 415.59 |
| Contract Work - staff | -5,700.00 |
| Membership-Café, EANS, AGM | -444.57 |
| Events Expense | -12,527.98 |
| Exhibition Expenses | -195.00 |
| Gifts & Donations | -198.00 |
| HST - Paid | -11,474.39 |
| Insurance | -6,219.00 |
| Legal & Accounting | |
| Maintenance & Repair | -19,111.69 |
| Miscellaneous | |
| Office Supplies | -1,021.57 |
| Revenue Canada | -705.53 |
| Staff | |
| Storage Costs | -1,600.00 |
| Summer Student Wage/Deductions | -8,906.30 |
| Utilities | -3,920.76 |
| Vendor Building | -48,233.03 |
| Transfer to GIC | -10,000.00 |
| B. Total Expenditures | -129,842.23 |
| C. Net Surplus or (Deficit) (A - B = C) | -29,726.69 |
| D. Surplus or (Deficit), beginning of year | 118,468.07 |
| E. Surplus or (Deficit), end of year (C + D = E) | 88,741.38 |

Auditor or Director 1 _____
signature

1 _____
signature

Director 2 _____
signature

2 _____
name-print

Balance Sheet
 Middle Musquodoboit Agricultural Association
 (society name)
 for the fiscal period ending
 2021-12-31
 yyyy/mm/dd

ASSETS

| | | |
|------------------------|----------------------------|------------------|
| Current Assets | | |
| | Cash Deposits | 88,791.38 |
| | Accounts Receivable | |
| | Prepaid Expenses | -50.00 |
| Capital/Fixed Assets | | |
| | Equipment | |
| | Land and Buildings | |
| | Other capital/fixed assets | |
| A. Total Assets | | 88,741.38 |

LIABILITIES

| | | |
|----------------------------|-----------------|-------------|
| Current Liabilities | | |
| | Amounts Payable | |
| | Taxes Payable | |
| Long Term Debt | | |
| | Mortgage | |
| | Other | |
| B Total Liabilities | | 0.00 |

Equity

| | | |
|-----------------------|-------------------------------|------------------|
| | | |
| | GIC with Royal Bank of Canada | 10,000.00 |
| | Retained Earnings | |
| | General Reserve | |
| C Total Equity | | 98,741.38 |

Total Liabilities and Equity (A must equal B + C)

**Auditor or
Director**

1 _____
signature

2 _____
signature

1 _____
signature

2 _____
name-print

| MMAS Finances 2016-2021 | | Budget 2022 | INCOME ACTUAL 2021 | INCOME ACTUAL 2020 | INCOME ACTUAL 2019 | INCOME ACTUAL 2018 | INCOME ACTUAL 2017 |
|----------------------------|-------------------------------|----------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| I N C O M E | Building Rentals/Storage | 15,000.00 | 15,847.97 | 12,209.91 | 13,029.51 | 13,850.43 | 21,746.27 |
| | Donations | 100.00 | 100.00 | | | | 67.00 |
| | Exhibition Income | 20,000.00 | 18,058.75 | 4,289.80 | 129,318.62 | 159,504.44 | 166,685.73 |
| | Grants(HRM, EANS, Summer St.) | 42,000.00 | 53,811.57 | 45,620.87 | 37,440.00 | 40,417.24 | 43,255.00 |
| | HST-collected | | 2,038.19 | 1,612.47 | 8,079.77 | 7,807.32 | 6,636.93 |
| | Membership | | | 70.00 | 120.00 | 65.00 | 80.00 |
| | Musquodoboit Valley Coop | | | | | | 0.00 |
| | Rebate-HST | 5,000.00 | 10,259.06 | 3,791.77 | 1,539.55 | 552.91 | 693.55 |
| | Transfer from HCE Account | | | | | | |
| | Miscellaneous | | | 80.00 | 226.32 | 439.33 | 400.00 |
| | Total Income for MMAS | 82,100.00 | 100,115.54 | 67,674.82 | 189,753.77 | 222,636.67 | 239,564.48 |

| MMAS Finances 2016-2021 | | BUDGET 2022 | Expense ACTUAL 2021 | Expense ACTUAL 2020 | Expense ACTUAL 2019 | Expense ACTUAL 2018 | Expense ACTUAL 2017 |
|--------------------------------------|----------------------------|----------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| E X P E N S E S | Bank Charges | 380.00 | 415.59 | -641.52 | -208.11 | -516.46 | -795.26 |
| | Contract Work | -10,000.00 | -5,700.00 | -8,150.00 | | | |
| | Membership-Café, EANS, AGM | -700.00 | -444.57 | -1,199.91 | -550.00 | -994.57 | -897.57 |
| | Events Expense | | -12,527.98 | | -1,753.36 | -900.00 | -925.00 |
| | Exhibition Expenses | -14,195.00 | -195.00 | | -117,138.24 | -154,478.66 | -163,746.46 |
| | Gifts & Donations | -85.00 | -198.00 | -85.00 | -80.00 | -160.00 | |
| | HST - Paid 2015 (O-N-D) | | | | | | |
| | HST - Paid | -5,000.00 | -11,474.39 | -2,970.11 | -9,883.68 | -7,455.70 | -7,747.71 |
| | Insurance | -6,500.00 | -6,219.00 | -7,500.00 | -7,436.00 | -8,501.70 | -8,002.00 |
| | Legal and Accounting | | | | -600.00 | -1,962.50 | |
| | Maintenance & Repair | -15,000.00 | -19,111.69 | -14,861.50 | -32,232.73 | -21,656.14 | -20,441.38 |
| | Miscellaneous | | | | | | |
| | Office Supplies | -1,000.00 | -1,021.57 | -3,233.29 | -5,902.99 | -5,381.14 | -3,499.97 |
| | Refund | | | | -100.00 | | -1,000.00 |
| | Revenue Canada | -700.00 | -705.53 | | -1,514.26 | -605.33 | -1,096.47 |
| | Staff | -5,000.00 | | | | | |
| | Storage Costs | -1,800.00 | -1,600.00 | -1,000.00 | -1,000.00 | -1,000.00 | -1,000.00 |
| | Summer Student | -8,000.00 | -8,906.30 | -4,196.12 | -3,753.07 | -3,284.73 | -3,597.62 |
| | Utilities | -4,500.00 | -3,920.76 | -4,106.75 | -5,442.68 | -5,869.42 | -5,904.57 |
| | Vendor Building | -10,000.00 | -48,233.03 | -746.50 | | | |
| Transfer to GIC | | -10,000.00 | | | | | |
| Total Expenses for MMAS | -82,100.00 | -129,842.23 | -48,690.70 | -187,595.12 | -212,766.35 | -218,654.01 | |
| Income/Expenses | 0.00 | -29,726.69 | 18,984.12 | 2,158.65 | 9,870.32 | 20,910.47 | |

| Ledger | | | | | | | |
|--------|-------------------------|-----------|------------|------------|-----------|-----------|-----------|
| | Cash Position - (Jan 1) | 88,791.38 | 118,468.07 | 99,483.95 | 97,325.30 | 87,454.98 | 66,569.51 |
| | Profit/Loss for period | | -29,726.69 | 18,984.12 | 2,158.65 | 9,870.32 | 20,910.47 |
| | Totals | | 88,741.38 | 118,468.07 | 99,483.95 | 97,325.30 | 87,479.98 |
| | Current Balance in bank | | 88,791.38 | 126,268.07 | 99,649.25 | 97,801.62 | 88,754.98 |
| | Liabilities | | 50.00 | 7,800.00 | 165.30 | 476.32 | 1,300.00 |
| | Receivables | 10,000 | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | Final Position (Dec 31) | | 98,741.38 | 118,468.07 | 99,483.95 | 97,325.30 | 87,454.98 |

| | | |
|-------|----|--|
| Notes | #1 | MMAS has a 10,000 GIC which secures our credit card |
| Notes | #2 | 2021 was another unusual year. MMAS supported three events during the summer of 2021. |
| Notes | #3 | MMAS has a credit with All Beauty Siding for \$2000.00 Tom Parker will look into this and acquire product for the buildings. |
| Notes | #4 | MMAS will seek a replacement for Kim and Chris Parker for winter storage. |

Active Committee Reports

Building & Grounds Report

We had a number of things happened on the grounds this year both big and small.

- A new building for food vendors was started and finished to the point of weather tight.
- Ring number two was rebuilt including a new sand base put down and all new fence installed.
- Two work days were held in July to get the grounds ready for the livestock shows.

I would like to thank the volunteers for their time and energy that helped with tasks that needed attention including:

- Grass mowed and bushes cut around the grounds, buildings, fences and parking areas.
- There were also indoor tasks that needed to be completed such as sweeping and cleaning of areas that had not been used for over a year. The wash stands near the cattle barn had the organic material and gravel removed and replaced with fresh drainage stone.

Again, I would like to thank the volunteers for their time, energy and equipment that made the jobs big and small possible.

Respectfully submitted by,

John Fox

Middle Musquodoboit Agricultural Society

**Thank you for
joining us this year.**

Interested in contributing to your local
agricultural society by becoming a

community

volunteer on one of our
committees?

Visit our webpage at

WWW.MUSQUODOBOITAG.CA

or contact our Secretary at

musquodoboitag@gmail.com