

**Elgin Federation of Agriculture**  
Board of Directors Monthly Meeting  
Via Telus Business Connect Meetings  
**Wednesday October 14, 2020 @ 8:00pm**

**Attendees:** Chair: Melissa Schneider, Isaac Clutterbuck, Kris Butler-Pettit, Fons Vandenbroek, Anita Provoost, Greg Fentie, Mark Wales, Steve Walsh, Patrick Unger, Garrett Vanderwyst, Donna Lunn, Heather Derks (OFA MSR), Tracey Arts (OFA Zone 4 Regional Director)

Guest Delegation – EFA member Anne Devries

**Regrets:** Art Alblas

1. Call to Order by President Melissa Schneider at 8:00pm
2. Disclosure of Pecuniary Interest – None noted
3. Approval of the Agenda: **Motion by Mark to approve the agenda with the addition of Correspondence item #6, Second: Kris. Carried.**
4. Approval of August EFA Monthly Meeting Minutes –**Motion: Mark, Second: Anita. Carried.**
5. Commercial Vehicle Operator’s Registration (CVOR) Resolution – Anne Devries
  - Mrs. Devries provided the board with the background that led her to submit the resolution for consideration at the OFA AGM (see attached resolution as submitted)
  - Key points include:
    - i. Difficulty in completing the online form
    - ii. Cost of writing the A-Z licence exam
    - iii. Safety issues around tractors pulling wagons on public roads
    - iv. Difficulty in procuring insurance without the CVOR certificate
    - v. Increased rules, regulations and restrictions that make it more difficult for small family farms to operate and survive
  - After a question & answer session and discussion of the key points, the board thanks Mrs. Devries for attending the meeting to present her resolution. The board will discussion further later in the meeting.
  - Dita will provide an update to Mrs. Devries after the meeting.

**Business Arising from Minutes**

1. EFA Website progress
  - See email from Steve Walsh attached
  - Basic design is complete
  - Steve is looking for pictures for the website
  - Board decided that there should be a public area and a private “Board members Only” page
    - i. Public Page – to contain public information like Board Meeting agendas and minutes, Hall of Fame, Newsletter, 4-H, Local Food Map, etc.
    - ii. Private “Board Members Only” Page – to contain Board meeting package information instead of receiving via email.
  - Steve will follow up with Hannah Weber on these changes
2. Elgin County Honorarium for office space has been delivered to Becky Higgs at the county office and the OFA office rent has been received directly to the EFA bank account.

3. Fall Newsletter
  - Deadline for content submission is Friday November 6, 2020 to Dita.
4. AGM Format proposal
  - Dita presented the options she researched – In-person & Virtual (2 venues) and Virtual only
  - Heather reported that OFA MSR's and Board members have been instructed that they are not to attend in-person events
  - The Telus Business Connect meeting limit is 100 participants on Heather's account
  - **Motion by Donna, Second by Fons to hold the EFA 2020 AGM in a virtual only format. Carried.**
  - Will require pre-registration. Decide on which registration method/platform to use: Eventbrite or email.
  - Dita will look for a different platform if we receive registrations for more than the Telus capacity
  - Dita to follow up with the guest speaker regarding presentation length: 30-minute presentation with 15 minutes Q&A session.
5. Bill 156 Update
  - Anita had a follow up conversation with Susan Fitzgerald with the CLT association. Bill 156 is a big topic for transporters especially given recent events at meat processing sites.
  - Tracey provided an update from a meeting she attended:
    - i. Activists were charged for the October 1<sup>st</sup> and 9<sup>th</sup> incidents
    - ii. OFA staff have been assigned to support the court cases
    - iii. Various groups are funding a central website to support the court cases
    - iv. Letters sent to police services were well received
  - Heather added that the period to submit commentary and suggestions closes on October 15, 2020.
  - Greg suggested that the board submit a letter supporting the inclusion of a clause regarding protection of the "Occupied Farmstead Zone".
  - Subcommittee formed to complete this submission: Fons, Anita, Greg, Melissa, and Heather

## **New Business**

1. 2021 Budget
  - Reviewed budget highlight lines for decision
    - i. EFA AGM – budget \$150 for speaker thank you
    - ii. Newsletter – per January 2020 motion, the newsletter will be published in paper form twice per year. Therefore, need to budget \$1,400 for two publications
      - The Board agreed to discuss in early 2021 on whether to publish a print copy of the newsletter in the spring of 2021 in addition to an online publication (via the website and email).
    - iii. Website domain expense – Squarespace fee is \$20/month. The bulk of the website design will be paid in the new fiscal year. Therefore, budget \$2,000.
    - iv. Training – allow for some training in 2021. Budget \$100
    - v. Food Banks – agreed to budget \$500 for the 4 Food Banks in Elgin

- vi. Waste Oil Removal Day – removal of waste oil collected at this event will no longer be free.
  - Heather reported that Safety Kleen has advised that they no longer have a salvage value for waste oil due to a glut in the market and COVID-19 restrictions.
  - This is an important service for members. A subcommittee will be struck to review and investigate further.
  - Agreed to budget \$500
  - **Motion by Greg, Second by Fons to accept the budget as amended which results in a surplus of \$431.58. Carried.**
  - Dita will update the budget spreadsheet with the agreed to changes.
- 2. A suggestion was tabled to better utilize the funds in the chequing account by moving some to a savings account that would generate more interest that could be used to benefit EFA members.
  - **Motion by Greg, Second by Garrett to invest \$10,000 from the chequing account in a one-year GIC. Carried.**
- 3. Reverse Santa Claus Parade – Pinafore Park, St. Thomas
  - MPP Jeff Yurek and MP Karen Vecchio are jointing hosting a proposed Holiday Parade
  - Greg proposed that the EFA board consider participating in this event as engaged community partners
  - Subcommittee struck to participate in the virtual planning table and executing the EFA's participation: Greg, Heather, Kris, Melissa, Isaac, Tracey
  - Dita will reach out to the organizing committee to ask about participation on the planning table
- 4. Mental Health and Suicide Awareness
  - Kris is asking EFA to support a campaign to raise awareness in the Elgin County Agriculture sector around Mental Health and Suicide Awareness.
  - Kris is asking to strike a sub-committee and lead the work to raise awareness and have Elgin County lead the way in de-stigmatizing mental illness and reducing suicide in the agriculture community.
  - Sub-committee struck: Kris, Heather, Tracey, Melissa
- 5. Constitution
  - Donna provided the board with new updates since the review in August
    - i. Added official legal name as a not-for-profit organization in Ontario
    - ii. Corrected typos in current version
    - iii. Corrected verbiage in Article 6, Items 6 and 7 regarding vacancies on the Executive Committee or among the Director positions
  - Donna forwarded copy to Dita for completion of changes and preparation for presentation the AGM in December.

*10:13pm – 5-minute Break. Resumed the meeting at 10:20pm*

- 6. Per Diem Reports
  - Steve asked that per diem reports for Q4 August – October 2020 be emailed to Steve and Dita. Dita requested that they be sent by October 20, 2020 so she can do her training with Debbie.

## 7. OFA AGM Resolutions

- Heather reported that the deadline for submissions of resolutions to the OFA AGM is November 6, 2020 which falls before the next board meeting. Therefore, any decisions around resolutions are required at this meeting.
- CVOR resolution
  - i. Discussion of the resolution and information presented by Mrs. Devries earlier in the meeting.
  - ii. **Motion by Fons, Second by Greg that the EFA Board of Directors support the resolution put forth by Anne Devries that requests an allowance by the Ministry of Transportation for a modified CVOR requirement for agricultural purposes, in principle and minus the A-Z licencing exemption request. Carried**
  - iii. Dita will provide Anne Devries an update on the board's decision.

## 8. Petty Cash Report

- No changes to Petty Cash since the last meeting

## 9. Financial Report

- WSIB – Steve has updated the contact information with the WSIB office. Removed Roberta Guillard's name as the contact person and the outstanding remittance paid. Waiting for confirmation of penalties outstanding.
- CRA remittance paid by Steve at Libro.
- **Motion by Greg, seconded by Isaac to accept the Financial Report as presented and to pay all the bills. Carried.**

## 10. President's Report

- Melissa presented a short, verbal report on activities during the month of September – various committee meetings, training with Dita.

## 11. PAC Report

- Greg reported that he had no new information to share with the board.

## 12. MSR Report

- Mapleton Resolution
  - i. A request was made to the Province of Ontario to review the Farm Property Class Tax Rate Programme. Several municipalities have been circulating and indicating support for the resolution.
  - ii. Heather provided the board with talking points should anyone approach board members for comment on the issue.
- West Elgin Food Drive was a great success.

## 13. Regional Director Report

- Tracey reported further information on the Mapleton Resolution from the recent OFA Board meeting
  - i. OFA has a working group assigned: "Farm Tax in a Nutshell". This group is offering support to farmers in talking to their municipal councillors.
- Service Ontario is allowing for expired licence extensions
- Abattoir Resolution passed
- Mark Wales posed a question to Tracey:
  - i. Has MPAC shared new assessments prior to mailing? New assessments were due this fall.
  - ii. Heather provided the following information:

- Assessments are frozen for 2021. New MPAC assessments will be provided in 2022.
- According to the MPAC website, current taxes are based on the 2016 assessment notices.

## **Correspondence**

1. Jim Ford request to advertise in the Newsletter
  - a. Board agreed to include the job posting advertisement in the Fall Newsletter
  - b. Suggestion to have Mr. Ford donate to a local food bank in return for the advertising space provided since EFA has no formal advertising fee schedule set.
  - c. Suggestion to setup a subcommittee on how to handle this in the future.
  - d. Dita to contact Tyler Brooks with OFA Communications to confirm that there is no conflict with including an advertisement in a newsletter that will be distributed via e-blast.
  - e. Dita to contact other federations to determine if they include advertising in their newsletters and what (if anything) they charge. Report back to the board at the November meeting.
2. OFA Letter re: Rainy River Abattoir Audits AGM 2019
  - a. Covered by Tracey in her report.
3. OFA Letter re: Proposed By-Law change
  - a. Discussed at October Meeting. File as received correspondence
4. West Elgin Economic Development Workshop
  - a. File as received correspondence
5. CSWB Data Walk 7-Oct-2020 (attached 3 PDF documents) – Community Safety & Well-Being
  - a. Province of Ontario has downloaded this to communities to execute
  - b. If directors want these emails, send an email to Dita requesting that she forward these emails.
6. Response to Abattoir Resolution for EFA
  - a. OFA agrees and supports the EFA resolution
  - b. File as received
  - c. Dita to add this to the Fall Newsletter and the AGM agenda

***Motion to Adjourn at 11:22pm: Moved by Steve, seconded by Fons. Carried.***

## **Minutes recorded and prepared by:**

Dita Cornelissen, EFA Office Administrator