

ONTARIO RECREATION FACILITIES ASSOCIATION INC.
ANNUAL GENERAL MEETING MINUTES
DECEMBER 7, 2022

1. Introduction of the Meeting Chair, Call to Order and Welcome

John Milton, ORFA's Chief Administrative Officer (CAO), welcomed everyone at 9:30 a.m. on Wednesday, December 7, 2022, to an online virtual annual general meeting (AGM) and reminded all participants that the 2022 AGM continues in a virtual format to provide a greater member ease of access and information sharing on activities of the association over the past year. The CAO introduced Cathy Seguin as the current ORFA President, Chair of the Board of Directors, and Chair for the AGM. Cathy opened her introductory comments with an indigenous land acknowledgment, a moment of silence for all those that we have lost this year, and recognition of any ORFA Past-President participating to today's AGM.

2. Introduction of the CAO and Report - [Link](#)

The CAO, provided a review of the meeting rules of order and referred all participants to the 2022 ORFA Annual Report.

- Members in each of ORFA's five membership categories are eligible for voting privileges. In the case of Group or Corporate members, it is only the Primary identified contact who holds this voting right.
- When members registered for today's AGM, voting eligibility was associated with an online profile and will be used behind the scenes to verify any votes cast for agenda items.
- In addition, voting members who are not present today may have elected to dedicate their vote via a PROXY process.
- Some members in attendance may also be eligible for more than one vote as they hold both Individual Membership and maybe the Primary Group contact.
- All motions require a "Mover" and "Seconder" and will be administered through the meeting Chair.
- All motions will be decided upon by using the virtual meeting CHAT feature and a simple majority will be required for a vote to be passed. In the case of a tie, the Chair is not entitled to a second vote, and the motion is to be considered defeated.
- All votes will be verified by ORFA administrative staff in the host meeting organizer screen and conveyed to the Chair.

3. Approval of the Annual General Meeting Minutes of Wednesday, December 7, 2021 - [Link](#)

As the first order of business, President Cathy Seguin directed all members to the [2021 AGM minutes](#) that were previously circulated as part of the 2022 annual report and posted on the Association's web site for public access.

MOTION: 2022/01/CARRIED

To approve the 2021 annual general meeting minutes.

Moved by: Kevin Gale, Town of Bradford West Gwillimbury

Seconded by: Brad Thomson, Municipality of Brockton

3. President's Report - [Link](#)

ORFA President and Chair of the Board of Directors, Cathy Seguin.

4. Administration and Finance Committee Report - [Link](#)

ORFA President-Elect and Chair of the Administration and Finance Committee, Mark Reinert.

Through the Chair, the following motions were entertained.

MOTION: 2022/02/CARRIED

To approve the 2021 audited financial statement as presented.

Moved by: Fred Horvath, Municipality of Clarington (Retired)

Seconded by: Joe Brown, City of Pembroke

As required in the ORFA By-Law, the Chair of the Administration and Finance Committee reminded members that we are required to confirm the auditors for 2022. Mark Reinert recommended that we continue to use the accounting firm of Norton McMullen & Co. With no objections a motion was entertained.

MOTION: 2022/03/CARRIED

To approve the firm of Norton McMullen & Co. Chartered Professional Accounts as auditors for 2022.

Moved by: Ross Rankin, Town of Carleton Place

Seconded by: Kevin Gale, Town of Bradford West Gwillimbury

5. Awards and Recognition Committee Report - [Link](#)

The following awards were presented as part of the 2022 annual general meeting. Karen Cooke was introduced as Chair of the Awards and Recognition Committee.

Life Membership – John Archibald, Jay Kivell, Dave Loverock, Tony Panetta, Dave Wescott, Greg Wright

Doug Poulin Certificate of Achievement – Grace Beaman, Brock University

6. Nomination and Elections Committee Report – [Link](#)

Immediate Past-President, Ed Greer provided confirmation of the election results for the 2023/24 Board of Directors. The ORFA oath of office was conducted for the incoming Board as part of the swearing in task.

7. Other Business

President, Cathy Seguin opened the meeting for other business. No new business was raised requiring further action.

8. Adjournment

MOTION: 2021/04/CARRIED

To approve the adjournment of the 2022 virtual annual general meeting at 10:05 a.m.

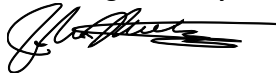
Moved by: Amy Gangl, Municipality of North Perth

Seconded by: Brandon Drew, Municipality of North Middlesex

9. Next Meeting Date

The next annual general meeting date was identified for Wednesday, December 6, 2023.

Recording Secretary:



John Milton, Chief Administrative Officer