



Canadian Livestock Records Corporation

2022 Annual General Meeting

Minutes

The one hundred and seventeenth Annual Meeting of Canadian Livestock Records Corporation (formerly Canadian National Live Stock Records) was held by ZOOM Videoconference, Hosted from Ottawa, Ontario on April 23, 2022.

1. Call to order

- As Chair, Dave Vandebroek called the meeting to order at 2:02 p.m. and introduced himself.
- Ron Black confirmed the meeting was being recorded.

2. Identification of Representatives and Special Guests

- Dave Vandebroek welcomed all in attendance and each one introduced themselves. 20 representatives were in attendance from 14 member associations.

Representatives in attendance:

Canadian Swine Breeders Association; Dave Vandebroek (CLRC Chair)

Canadian Sheep Breeders Association: Glen Parker (CLRC Director), Keith Todd, Bruce Sinclair

Canadian Goat Society: Sandy Howell (CLRC Director)

Canadian Horse Breeders Association: Tina McNaughton (CLRC Director)

Canadian Blonde d'Aquitaine Association: Dave Kamelchuk

Canadian Dexter Cattle Association: Cathy Heinzelman

Canadian Haflinger Association: David Johnson

Canadian Highland Cattle Society: Eliza Mitchell and Michelle Sulz

North American Lincoln Red Association: Sarah Pedelty

Canadian Meat Goat Association: Jasmin Bautz

Canadian Morgan Horse Association: Candas Rolls

Canadian Percheron Association: Kathy Ackles and Donna Swanston

Canadian Sport Horse Association: Barbara Jackson and Michael Ward

Welsh Pony and Cob Society of Canada: Annie Demers and Pete Dagenais

Also present: David Trus (Animal Officer AAFC), Ron Black (CLRC Acting General Manager), Brian Sullivan (Canadian Centre for Swine Improvement), Barb Meyers (Canadian Belgian Horse Association), Cathy Moore (Canadian Hackney Society), Diane Graves (Icelandic Sheep Breeders of North America), Elwood Quinn (Heritage Livestock Canada), Julie Seibel (CLRC Finance and Administrative Assistant), Jack Tran (CLRC Systems Programmer)

3. Approval of Agenda

- Dave Vandebroek called for additions to the Agenda. With no additions, Dave called for approval of the Agenda.

Motion: Moved by Cathy Heinzelman, seconded by Pete Dagenais to approve the agenda as presented. Carried.

4. Moment of Reflection

- Dave Vandebroek called for a moment of silence in reflection of breeders who passed away during the past year.

5. Chair's Address

- Dave Vandenbroek opened his report by explaining that General Manager Jim Washer has been on medical leave since early March due to a diagnosis of leukemia for which he is now undergoing treatment. We were fortunate to have Ron Black agree to step in for a 2-month period. The Board of Directors has contracted with the Canadian Centre for Swine Improvement (CCSI), of which Brian Sullivan is the CEO, to provide ongoing management services as well as assistance in IT matters at CLRC, meaning that various members of the CCSI staff will be assisting at CLRC. Dave indicated that we wish Jim the very best in his treatment and recovery.
- Dave referred to his report included in the Annual Report, indicating that 2021 had been a good year financially with the number of units processed up by a slight amount over 2020, but cautioned that the income was increased by the buyout from the Canadian Speckle Park Association which resigned as a member of CLRC and chose to pay a buyout fee in order to leave without the one-year waiting period, and that this income will not be there this year.
- The Board and staff are currently spending a lot of time on the Registry Development and Integrated Genetics Projects with the goal of determining how best to provide services to the associations going forward.
- Dave indicated that Courtney McMorris from Agriculture and Agri-Food Canada is now assisting David Trus and has attended the last few Board meetings.
- Dave thanked all the Board members and staff for their dedication to the work done by CLRC. He especially thanked Tina McNaughton and Trenholm Nelson for their service on the Board of Directors, as they are not standing for re-election.

6. Minutes of the last Annual Meeting

- Dave Vandenbroek stated that the minutes of the Annual Meeting held April 24th, 2021 had been circulated. Ron Black indicated that there was a correction to the minutes with regard to the date of the Annual Meeting in 2020. Dave asked if there were any other corrections to, or questions on, the minutes, and there being none, called for acceptance of the minutes.

Motion: Moved by Tina McNaughton, seconded by Cathy Heinzelman, that the minutes of the Canadian Livestock Records Corporation Annual Meeting held April 24, 2021 be accepted as presented and corrected. Carried

7. Business arising from the last Minutes

- There was no business arising from the minutes.

8. General Manager's Report

- Acting General Manager Ron Black presented the report that Jim Washer had prepared for the Annual Report.
- A challenge in 2021 for CLRC, as with other industries, was finding and retaining qualified staff for the long term. This especially caused issues in the IT department.
- The budget approved by the Board for 2022 includes a slight increase of 15 cents in the unit cost to keep up with inflation and to help meet goals.
- The Board and Management embarked on a review of the current database and put out a request for proposals, which were received and are being reviewed. This project is in collaboration with the Integrated Genetic Services Project, which is being funded in part under Agriculture and Agri-Food Canada's Canadian Agricultural Strategic Priorities Program.
- Jim recognized the work of the staff at CLRC and also thanked the Board of Directors for their support.

9. Auditor's Report and Financial Statements

- Dave Vandenbroek presented the Auditor's Report and reviewed the Financial Statements as prepared by Kelly Huibers McNeely Professional Corporation. He explained that the incorrect statements had been included in the draft Annual Report that had been circulated, but he shared the correct statements on the screen. The

Audit was performed according to normal auditing procedures and practices and presents fairly in all respects of CLRC as at December 31st, 2021.

Summary:

Balance Sheet: Total Assets \$280,358
 Total Liabilities \$223,262
 Net Assets \$ 57,096

Liabilities include a loan of \$60,000 under the Canada Emergency Business Account of which \$16,000 was repaid in 2021. A further \$24,000 will be repaid in 2022 and then the remaining \$20,000 will be forgiven and taken into income.

Statement of Operations: Total Revenue \$1,221,637 compared to \$1,180,629 in 2020

 Total Expenses \$1,143,412 compared to \$1,172,154 in 2020

 Net Revenue \$81,225 compared to \$8,475 the previous year

The revenue designated "Other" includes the buyout payment from the Canadian Speckle Park Association which is 2021 income that will be received in 2022, and so is included in the amount due from breed associations on the balance sheet.

Statement of Cash Flows: Cash beginning of year \$72,262

 Cash end of year \$99,445

Barbara Jackson inquired about the increase in bank charges over the previous year. Ron Black responded that this includes credit card administration charges and that every year there is an increase in the amount of business paid for by credit cards. Dave Vandebroek indicated that a fuller response will be sent out.

Motion: Moved by Barbara Jackson, seconded by Kathy Ackles, that the Auditor's Report and Financial Statements for 2021 be accepted as presented. Carried.

10. Appointment of Auditors

Motion: Moved by Barbara Jackson, seconded by Glen Parker, that Kelly Huibers McNeely Professional Corporation be appointed as Auditors for the year ending December 31st, 2022. Carried

11. Election of Directors

- Dave Vandebroek explained that three directors are to be elected for a two-year term and one for a one-year term to fill the vacancy that has existed, and indicated that the Board of Directors will determine who will serve the one-year term. He presented the slate of nominations for the Board including; Sandy Howell, Jasmin Bautz, Gib Drury and Kim MacDougall, and called three times for any additional nominations. There were none, and so the four nominees were declared elected, and congratulated.

12. Presentation on Registry Development and Integrated Genetics Projects

- Brian Sullivan gave a brief update on the Integrated Genetic Services Project. This project is to help multiple livestock groups with genetic improvement by integrating genetic services for multiple species and organizations. It currently involves the Canadian Sheep Breeders Association, Canadian Goat Society and Canadian Meat Goat Association. However, there will be benefits for other associations, in part because CLRC is one of the project partners and some of the tasks will focus on improving registration services. The larger goal is to offer genetic services to more breeds and species, especially smaller groups for which doing it on their own is impractical.
- It is a 3-year project funded in part by the Government of Canada under AAFC's Canadian Agricultural Strategic Priorities Program. AAFC will contribute up to \$495,000 over 3 years to match funding from the Ontario Ministry of Agriculture, Food and Rural Affairs, the Ministère de l'Agriculture, des Pêcheries et de l'Alimentation du Québec and the project partners.
- The first year of the project has just finished. Two tasks involved CLRC. One was to help with the evaluation of options for redevelopment the registry system at CLRC, and the other was to put in place pedigree data exchange between CLRC and the sheep genetic evaluation system (GenOvis). Other tasks will involve CLRC in

the next 2 years that will be of interest to associations and breeders, particularly the 3 participating associations. There is a press release about the project on the CLRC website.

13. New Business

- David Trus provided an update from Agriculture and Agri-Food Canada. He indicated that, as his retirement approaches, Courtney McMorris is now assisting him with duties relating to the Animal Pedigree Act (APA).
- David indicated that AAFC contact with breed associations generally is in three areas:
 - Submission of association annual reports, financial statements , AGM minutes and listing of association executives and directors, as required under the APA
 - Submission of by-law amendments for approval. He emphasized that associations should draft amendments early enough to allow AAFC to review them before they go to the members so as to point out any discrepancies or other problems.
 - AAFC also receives inquiries as to what to do about various situations that arise. While AAFC cannot dictate what the association should do, they can certainly offer advice. David indicated that he plans to develop and document guidance for associations on a variety of topics.

14. Adjournment

Motion: Moved by Pete Dagenais that the 2022 Annual Meeting be adjourned.