

**New Animal Shelter for Uxbridge-Scugog (“NASUS”)**  
**Minutes of the Annual General Meeting**  
Held on Monday, November 4, 2019 7pm  
At the Uxbridge Town Hall

**Board Invitees:** Paul Bussiere, Melinda Diebel, Susan Long, Tara Rosen, Amy Stevenson  
**Board Regrets:** Buck Sully

Also in attendance were Dave Barton, Mayor of Uxbridge; Debbie Leroux, Deputy CAO, Gary Ruona, Councillor for the Township of Uxbridge, Kristina Bergeron, Manager of By-law Services, Emily Gerber, Uxbridge-Scugog Shelter Supervisor, a number of longer-term volunteers and interested local residents (including Roger Varley from the Cosmos). Bobbie Drew, Mayor of Scugog sent her regrets.

**Introduction (Tara Rosen)**

The meeting was called to order by NASUS President Tara Rosen shortly after 7pm. Ms. Rosen welcomed everyone to the meeting and introduced the Board members in attendance. Ms. Rosen further provided the expected slate of Directors for 2020 and called for nominees for additional Directors to be presented to existing Board members within the week.<sup>1</sup> She then introduced the NASUS Treasurer, Melinda Diebel.

**2018 / 2019 Highlights and 2018 Financial Report Summary (Melinda Diebel)**

Ms. Diebel commented on 2018 / 2019 highlights and summarized the 2018 financial report (as attached).

*A few of the 2018 & 2019 highlights discussed:*

NASUS has now officially raised a gross total of over \$1 million dollars before event and operating costs and \$750k dollars after these costs. To date NASUS has transferred over \$700k to the Township of Uxbridge who has assumed responsibly for all aspects of the shelter build.

NASUS has also surpassed 20k direct volunteer hours, exclusive of community events and fundraising activities done independently from NASUS. These independent activities would likely represents thousands of additional hours invested into this project by our communities.

*2018 Financial Report:*

NASUS raised over \$27k during 2018; earning income before the contributions to the Township of over \$24k. These amounts were earned via two recurring community fundraisers: Pooch & Pint and the Pictures & Pancakes with Santa; as well as through community events and local coin boxes. During the NASUS AGM in 2018, our Board presented the Township with an additional contribution of \$50k towards the shelter build. The Board continues to retain a portion of the funds raised to date to cover certain shelter related projects, upcoming costs with respect to professional fees and other amounts related to the wind-down of the NASUS registered organization.

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<sup>1</sup> Please note that no additional nominations were received within the week and therefore the Directors and Executive were all re-elected in their existing roles. Therefore the 2020 Executive and Board is comprised of: President Tara Rosen, Vice-President Amy Stevenson, Treasurer Melinda Diebel, Secretary Susan Long, and Directors at large Paul Bussiere and Buck Sully.

### **Project / Build Update (Mayor Dave Barton and Deputy CAO Debbie Leroux)**

The NASUS Board then invited Mayor Dave Barton and Deputy CAO Debbie Leroux from the Township of Uxbridge (“Town Officials”) to provide an update on the build process and answer questions from attendees.

Mayor Dave Barton thanked NASUS, its volunteers and the communities of Uxbridge and Scugog for contributing over \$700k. However, he stated that the build is still short a minimum of \$500k and neither Township is prepared to provide any further funds towards the build of the shelter. Due to this, Uxbridge staff and Council has been speaking to various interested parties in order to find a shelter partner or a corporate sponsor.

A general discussion with respect to those potential contributors followed. No identifying details were shared at the meeting.

### **Question & Answer Session (Town Officials and NASUS Board)**

Members of the public and long-time volunteers questioned why the process was taking so long; why we could not start the build and then fundraise for the remainder along the way; whether future fundraising was planned (including memorial options); whether there was a way to save additional money on the build; whether a smaller build should be considered with an option to add on later; whether any government or corporate grants were pursued; how much money remains from the funds transferred by NASUS and the Townships; whether the funds are being used for other matters; whether additional funds can be obtained through the sale of the existing building; whether the shelter may be built outside of Uxbridge and various other questions with respect to process and timeline.

Per Mayor Barton and Deputy CAO Leroux:

Township Officials discussed the RFP and project award process, as well as the immediate aftermath when the winning bidder approached the Township with a greatly increased project cost. They stated that they are no longer working with that bidder and any way forward will include new contractors building a new design which will be located in Uxbridge.

We need to be fiscally responsible and build what we can afford. But we also need to make sure that we build the shelter that the Townships, our sponsors and volunteers deserve and that the citizens and animals of the Townships need. Our communities, both directly and through taxpayer funds, have contributed over \$1.7 million and it would be a disservice to everyone involved if the shelter was not able to serve the needs of both communities in the future. Further, that the Townships were uncomfortable starting the build when the underfunded amount is so substantial.

They stated that many other sources of funding were previously investigated by both NASUS and the Township but none were applicable to this build. Further, they continue to investigate any funding options or grants that may potentially apply to the build (discussing examples like: infrastructure grants, green building funds and other government programs). Any proceeds received on any potential sale of the old building is already factored into the contributions committed to by the Townships.

Ms. Leroux confirmed that: there was still almost \$600k in the Township of Uxbridge's shelter trust account; all monies transferred from NASUS has not and cannot be used for any other projects<sup>2</sup>; the two townships remain committed to contributing \$540k each towards the build.

### **Closing Statement (Tara Rosen)**

Ms. Rosen confirmed that the NASUS Board is committed to building the shelter that Uxbridge-Scugog needs even if it means a further delay. She also confirmed that once the build was started, NASUS would be open to exploring additional fundraising ideas such as: memorial benches, naming policies and the sale of bricks or plaques. After thanking all volunteers, supporters and partners, Ms. Rosen brought the meeting to an end.

Adjournment at 8:10

RESOLVED by the Directors of the New Animal Shelter for Uxbridge-Scugog that the above minutes of meeting held on the date indicated therein, and approved, in form or as revised therein, by the directors at the next regular meeting of the Board, are hereby confirmed as a true and accurate record of that meeting.

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Tara Rosen – President

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Susan Long - Secretary

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<sup>2</sup> Per NASUS' charitable objects all monies' raised by NASUS must be utilized *"To establish and support the development and operation of a new animal shelter, in conjunction with the current shelter, dedicated to the protection, care, treatment and adoption of unwanted/homeless animals within the townships of Uxbridge and Scugog."*

This obligation was transferred to the Township via the signed Gift Agreement that was negotiated with the Township before money was transferred to the Township. A clause in the agreement stated that all monies gifted to the Township from NASUS is *"to be used solely in the construction of a new animal shelter facility serving the residents of the Townships of Uxbridge and Scugog."* It further states that should the project be cancelled, all unspent monies must be refunded to NASUS.

**New Animal Shelter for Uxbridge-Scugog  
Financial Statements  
For the Year Ended December 31, 2018  
(Unaudited - see Notice to Reader)**

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Tel: 905-852-9714  
Fax: 905-852-9898  
www.bdo.ca

BDO Canada LLP  
1 Brock Street E  
Suite 1  
Uxbridge ON L9P 1P6 Canada

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## Notice to Reader

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On the basis of information provided by management, we have compiled the balance sheet of New Animal Shelter for Uxbridge-Scugog as at December 31, 2018 and the statements of operations and net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Chartered Professional Accountants, Licensed Public Accountants

Uxbridge, Ontario  
June 19, 2019

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**New Animal Shelter for Uxbridge-Scugog  
Balance Sheet  
(Unaudited - see Notice to Reader)**

<b>December 31</b>	<b>2018</b>	<b>2017</b>
<b>Assets</b>		
<b>Current assets</b>		
Cash	\$ 36,168	\$ 61,496
<b>Liabilities and Net Assets</b>		
<b>Current liabilities</b>		
Accounts payable and accrued liabilities	\$ 367	\$ 46
<b>Net Assets</b>	<u>35,801</u>	<u>61,450</u>
	<u>\$ 36,168</u>	<u>\$ 61,496</u>

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**New Animal Shelter for Uxbridge-Scugog  
Statement of Net Assets  
(Unaudited - see Notice to Reader)**

<b>For the year ended December 31</b>	<b>2018</b>	<b>2017</b>
<b>Balance, beginning of the year</b>	<b>\$ 61,450</b>	<b>\$ 542,036</b>
<b>Excess expenditures over revenue</b>	<b>(25,649)</b>	<b>(480,586)</b>
<b>Balance, end of the year</b>	<b>\$ 35,801</b>	<b>\$ 61,450</b>

**New Animal Shelter for Uxbridge-Scugog  
Statement of Operations  
(Unaudited - see Notice to Reader)**

<b>For the year ended December 31</b>	<b>2018</b>	<b>2017</b>
<b>Revenue</b>	<b>\$ 27,417</b>	<b>\$ 141,299</b>
<b>Expenditures</b>		
Advertising, promotion and prizes	-	335
Bank charges and fees	116	1,642
Cost of events and other costs	398	23,477
Loss on disposal of equipment	-	249
Office expenses	516	1,510
Professional fees	2,036	1,875
	<b>3,066</b>	<b>29,088</b>
<b>Income before Contribution to Township</b>	<b>24,351</b>	<b>112,211</b>
<b>Contribution to Township</b>	<b>(50,000)</b>	<b>(592,797)</b>
<b>Excess expenditures over revenue</b>	<b>\$ (25,649)</b>	<b>\$ (480,586)</b>



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**New Animal Shelter for Uxbridge-Scugog  
Notes to Financial Statements  
(Unaudited - see Notice to Reader)**

**December 31, 2018**

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**1. Basis of accounting**

The organization was incorporated (without share capital) on September 16, 2011 and became registered as a charitable organization effective July 20, 2012.

Revenue excludes any commitments or pledges.

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