

Minutes for The Burton Charitable Foundation  
Annual General Meeting held  
Tuesday June 11th, 7 p.m. via Zoom

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**Present:**

Stephanie Smith (Secretary-Treasurer)	John Longair
Chris Longair (President)	Graham Longair
Greg Burton (Vice-President)	Peter Ross
Connor MacDonald (Director Communications)	Callaway Scott
Kelly Clarke (Director Donations)	Al Stuart
Terri Burton	

**Voting Proxies Received from:**

Lynn Bennett	Stephanie Smith
Greg Burton	Al Stuart
Pauline Burton	Julia Welsh
James Burton	Islay Burton
David Burton	Brian Santic
Kelly Clarke	Hilary Santic
Megan Smith-Harris	Gloria Santic
Christopher Longair	Charles Clarke
Graham Longair	Kaley Tallon
John Longair	Julia Welsh
Sarah Kennedy	Lewis Thompson
Connor MacDonald	Malcolm Thompson
Clayton Stuart Scott	D'Arcy Thompson
Ian Scott	
Heather Smith	

**Regrets:**

Charles R. Burton	Lisa Ross
Charlie L. Burton	Jessica Scott
David Bennett	Harry Scott
Bill Harris	Kyle Stuart
Jack Harris	Hugh Kendall
Katy Longair	Lyndsay Burton
Harry Scott	Hilary Santic
Terri Burton	Clayton Stuart Scott
Pauline Burton	Ian Scott
James Burton	Heather Smith
David Burton	Kaley Tallon
Megan Smith-Harris	Julie Wells
Joan Honsberger	Will Stuart
Sarah Kennedy	Brian Santic
Susannah Pennal	Callaway Scott
Graham Ross	Jessica Scott

## Regrets cont ...

Harry Scott  
Leslie Smith  
Samantha Stuart

Callaway Sutherland  
Leslie Smith  
Adeline Sutherland  
Glenn Sutherland

## Declaration of a Meeting Properly constituted

Chris Longair called the meeting to order at 7:07 p.m. Quorum was declared.

## Approval of Agenda

On a motion made by Peter Ross and seconded by Al Stuart, the agenda for the meeting was approved.

CARRIED

## Approval of the Minutes from AGM June 6, 2023

Graham Longair moved that the Minutes from the June 6, 2023 Annual General Meeting be approved.  
The motion was seconded by Al Stuart.

CARRIED

## President's Report

Chris tabled his report and gave a brief summary of activities over the preceding year. The Foundation continues in stable-growth mode. We have received many letters of appreciation from the many charities we support – causes that you, the membership, believe in. Membership continues in the region of 65 with some newer members joining our ranks to replace those who have drifted away. We met recently with Fiera, our Investment Management firm, and are happy to report that we are back up over \$800K in capital at the time of writing, very close to our “high water mark” from three years ago. Fiera has been a reliable predictor of economic trends and has predicted a “soft landing” for our economy over the next year or so, so we hope that the worst is behind us.

Both Greg Burton and Hugh Kendall have tendered their resignations very recently so we are back on the lookout for good candidates for our Board of Directors. Please get in touch. WE also encourage all members to take advantage of our charity nominations process to suggest worthy causes that are of interest to you. For the past five years, we have given away \$10,000 or more each year to causes suggested by our members in this way. Don't be shy!

Greg Burton moved that the President's report be accepted. Al Stuart seconded the motion.

CARRIED

## Financial Statements and Appointment of Accountants

There being no questions or comments about the Financial Statements from 2023, Stephanie Smith moved that the membership approve the financial statements for the year ended December 31, 2023. The motion was seconded by Graham Longair.

CARRIED

### Appointment of Accountants for 2024 Financial Results

Connor MacDonald moved that McIntyre & Associates be appointed the foundation's accountants for the 2024 fiscal year. The motion was seconded by Peter Ross.

CARRIED

### Extraordinary Resolution Waiving Members' Right to Financial Audit or Review

Chris reminded the membership that this is an extraordinary resolution requiring 80% of the membership to agree in order to pass it.

Graham Longair moved that

In the case where income falls below \$100,000 in 2024, the membership waives its right to a financial review or audit;

and

In the case where the income falls between \$100,000 and \$500,000 in 2024, the membership waives its right to an audit.

The motion was seconded by Al Stuart.

CARRIED

### Election of Directors

Graham Longair moved that the following be elected for a further two-year term:

- Kelly Clarke
- Stephanie Smith

The motion was seconded by Greg Burton.

CARRIED

Chris reiterated that we have had two relatively precipitous resignations from the board and would welcome any nominations from the floor for a board position. Terri Burton volunteered to stand for the Board of Directors and gave a brief summary of her governance experience. Greg informed everyone that he is intending to come back to the board of the foundation in a year or two when his current work assignment is completed, but he also has a potential candidate for the board in the meantime and will check with the person over the next couple of weeks, letting Chris know.

Al Stuart moved that Terry Burton be elected to the board for a two-year term. Kelly Clarke seconded the motion.

CARRIED

### Other Business

Greg thanked the Board of Directors for their support and dedication and promised to continue as an active member of the foundation. He wanted in particular to thank the foundation for its support of the Queen's Own Rifles foundation which sponsored some 65 individuals back to Normandy to commemorate the 80<sup>th</sup> Anniversary of D-Day during the Second World War. Between the foundation's

contribution from capita and the generous personal donations of a couple of members, one of those 65 veterans was financed by us. Steph asked whether we could get a picture and a paragraph for the web-site and Greg said he would pursue.

Graham informed the membership that Megan Smith-Harris had sent belated apologies for not attending after all, since something came up. He asked whether Hugh Kendall is resigning from the foundation or just from the Board of Directors. Steph responded that his message hadn't been clear and she is hoping he continues as a member since our representation from the Alan Burton branch of the family is sparse and we'd hate to lose that contact with them. She will follow-through with Hugh.

Peter Ross told the membership that he was thrilled to have been published on our web-site. His article on how he and Karen are working to counteract or prevent soil erosion on their little piece of Cape Breton was well-received and actually came up third in his recent Google search on the subject.

Steph added that these small details of people's interests and lives are part of the glue that makes us a family. She invited input of this nature from all our members and mentioned they should be sent to Connor MacDonald as our Communications guy.

### Adjournment

There being no further business, the Chair declared the meeting adjourned at 7:32p.m.

Certified copy

A handwritten signature in black ink, appearing to read "Stephanie", written in a cursive style.

## PRESIDENTS' REPORT FOR 2024 AGM

Thank you to all members of the Burton Charitable Foundation for their contributions, participation, and attention over the last year. With your help, the organization has further stabilized from a few shaky years -- and we are well-positioned to continue our work for many years to come. Your dedication has made this possible.

We were able to contribute to smaller projects that had a big impact on a local level in line with the Board's expression of our values when I joined in 2019. We have received more than the normal number of letters thanking us for our contributions and we have done so while directing money to causes you, our members, believe in -- while supporting the financial health of the organization.

We are beginning to see fruit stemming from the conclusion of the Rejuvenation project, and I'm heartened to see that many members of the younger generations of the Burton clan are being introduced to giving early in their lives in continuance of this rich family tradition. I'm happy to report we have also seen a lot of willingness in membership to pitch in when we need help from outside of the board.

Our investments have weathered what we are told are some of the most volatile recent years without a scratch. As of the time of writing, we have emerged from extremely harsh conditions in 2022 and 2023 with assets above \$800,000 even after our expenses were paid. We spoke with Mike Ligetti of Fiera Capital recently to review our investment strategies, and given its good performance and our goals, the Board decided no changes were needed in our asset mix or investment strategy this year. Our partnership with Fiera has allowed our portfolio to exceed benchmarks and index funds consistently over the long term.

We are saddened to announce the departure of Greg Burton as Vice President of the BCF as increasing work responsibilities have left him unable to shoulder that burden as well. We wish him the very best in his endeavours, and he'll still be present in the foundation, but not in a Board position. This means that we will be electing a new Vice-President this year, as well as adding to the Board. I'd like to let you all know that we are constantly on the lookout for good candidates to bring into the fold so we can preserve the health of the foundation and practice good governance. Anyone who feels they can help contribute to the Foundation or who may be interested in a path to working on the Board are encouraged to e-mail me at [president@burtoncharitable.ca](mailto:president@burtoncharitable.ca).

This year I would like to remind you all, as I do every year, that you don't need to wait until the last minute to make your charitable donations through the BCF. We are happy to accept and process your donations at any time during the year, and the earlier you do this, the easier it is for us to document your contributions and include dedications when sending along those donations. We also would love to hear from more members which charities they would like to see us support using the foundation's money. We saw excellent engagement in the first few years, and I know we can continue this trend. Even if you've proposed a charity before, feel free to send us another suggestion -- your choices are what dictates where we send the Foundation's money and the more you participate, the more likely it is that your preferred causes see some of our yearly donations. Thank you for a wonderful 2023-2024. It has been an honour and a privilege to serve as your President. Let's keep up the good work.

Christopher Longair  
President, Burton Charitable Foundation