



## County Council

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**Meeting Date:** September 14, 2021  
**Submitted by:** Warden Cathy Burghardt-Jesson  
**SUBJECT:** APPOINTMENT TO THE WESTERN FAIR ASSOCIATION  
BOARD OF GOVERNORS

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### **BACKGROUND:**

On June 22, 2010, Middlesex County Council approved Legislative Policy 2.01 – Committee Appointments, which provides direction for the appointment of County Councillors to external Boards, Committees and Associations. At the commencement of a term of Council, Members of Council submit their appointment requests to the Warden and the Warden presents a report for Council approval.

Council is required to approve by resolution all appointments that arise during the Council term.

### **ANALYSIS:**

The Western Fair Association has requested that County Council appoint a Member of Council to the Association's Board of Governors for the 2021-2022 year, commencing November 2021. The Association has asked that name of the Member appointed be provided by no later than October 6, 2021.

A brief outline of the role can be found in the letter from Western Fair Association, CEO, Reg Ash, attached to this report.

### **RECOMMENDATION:**

That County Council approve the appointment of Councillor John Brennan to the Western Fair Association Board of Governors for the 2021-2022 year, commencing November 2021, and that the Western Fair Association be advised accordingly.

Attachment:

- Letter from Western Fair Association, CEO, Reg Ash, dated August 25, 2021.

August 25, 2021

Bill Rayburn, CAO  
County of Middlesex  
399 Ridout Street North  
London ON N6A 2P1

Bill,

Thank you for taking the time to speak with me regarding the potential of having a Middlesex County representative on our Board of Governors for the 2021-22 year. This would be an important step for both parties as the Western Fair Association remains committed to its agricultural mandate and to having a mutually beneficial relationship with Middlesex County.

To ensure you have sufficient information to share with your Council on the role, I've provided a brief outline for your reference.

**Role of the Board:** The Board is charged with the fiduciary responsibility of managing all the Association's affairs with integrity and financial responsibility to ensure the autonomy and long-term viability of the Association.

**Meetings:** Board meetings are held monthly on the second Wednesday at 4 pm. Participation in person is encouraged (when permitted) however board members can join either virtually using Teams, or by phone if required. Virtual connections are asked to have a video camera connection.

**Standing Committees:** The opportunity is provided to sit on a Board committee pending their other commitments. The number of meetings will vary on the committees' requirements from a maximum four (4) to a minimum of two (2), or at the call of the Chair.

**Term:** Currently we are seeking one (1) nominee from the County's representatives for a one (1) year term which will correspond with the remaining term of your elected Representatives. We will recommend to the WFA Membership that effective as of the October 2022 AGM this County position on the Board serve the same term limits as the Municipal Representative from the City of London – a maximum of two, four-year terms.

**Skillsets:** The Board is looking for someone with the following skills and experience – Knowledgeable in agriculture, agri-food, and agri-tech industries; Industry experience in Fairs and Events; industry experience in Horse Racing; experience with facility and site development; experience in developing and implementing risk management systems; experience in community development; experience in environmental sustainability.

**Gender and Diversity:** The composition of the Board would be enhanced with the addition of a member from under-represented populations.

**Timing:** The Board is looking to confirm the slate at its October 13<sup>th</sup> meeting which will then be presented to the Membership at the AGM. It would be greatly appreciated to have direction from the County by the end of September to allow us to make this timeline.

Bill, please let me know if you require anything else that will help with the Council's decision-making process.

Regards,

A handwritten signature in blue ink, appearing to read 'Reg Ash', with a stylized flourish at the end.

Reg Ash, CEO