

**Fredericton Chamber of Commerce
Annual General Meeting
Friday, June 14, 2019
Crowne Plaza Fredericton**

Attendance:

Aaron Cushing	Adam Peabody	Adam Grant
Amit Virmani	Oriana Cordidi	Amy Lounsbury
Bilal Ayyache	Betty Blanchard	Andrew Steeves
Bob Chisholm	Candice Pollack	Carol Alderdice
Dan Myers	Charlotte Burhoe	David Dennis
David Shipley	Devansh Bavishi	Doug Daley
Fanny Bodart	Gerald Bourque	Geoff Phinney
Gilles Allain	Jamie Robichaud	Jeff Carr
Jeff Saunders	Karen Grant	Ken Critchley
Ketan Hathi	Jill Stairs	Jamie Ryan
Jay Lemire	Janet Moser	Kim Nash-McKinley
Leslie Saad	Lindsay Bowman	Lori Stickles
Luisa Montoya	Lori Clarke	Larry Shaw
Kirby Grant	Krishna Khaitan	Mary Goggin
Mitchell Poirier	Mohamed Khirallah	Michael Melvin
Mayor Mike O'Brien	Shannon Dion	Shaun Williams
Shawna Foster	Terrie-Lynn Bernatchez	Stephen McGillivray
Xu Bai	Ryan Boyer	

Staff:

Krista Ross	Morgan Peters	Tanya Senechal
Christine Little	Wendy Morrell	

1. Welcome & Call To Order

President Ryan Boyer welcomed everyone to the Fredericton Chamber of Commerce Annual General Meeting and called the meeting to order.

a. Approval of Agenda

The meeting's agenda had been distributed via email prior to the meeting to all individuals who registered to attend. President Ryan Boyer asked for a motion to approve the agenda as circulated. MOTION: Kim Nash-McKinley moved to accept the agenda as circulated, seconded by Bob Chisholm, motion approved.

b. Approval of the Minutes

The minutes of the June 19, 2018 Annual General Meeting had been distributed via email prior to the meeting. Ryan asked for a motion to approve the minutes as circulated. MOTION: Adam Peabody moved to accept the minutes, seconded by Bob Chisholm, motion approved.

2. Treasurer's Report

Treasurer Jill Stairs reported that 2018-2019 was another successful year for the chamber. The chamber team worked hard to recognize and take advantage of opportunities for growth and ended the year in a strong financial position with over \$1.4 million in revenue. Although we budgeted for a breakeven year, we ended the year with a surplus of approximately \$6,300. There are several sources of revenue for the chamber with the largest being special projects followed by membership. The largest expense items for the chamber are salaries / benefits and special projects. The Board of Directors acknowledged the strong financial position of the chamber and that this may not continue indefinitely and therefore has implemented a reserve policy to set aside funds to establish two separate reserves. An operating reserve has been designated to maintain ongoing operations and programs for a period of six months should the chamber face a slower economic time. An opportunity fund has also been designated to provide funds for special opportunities that may not have been budgeted for at the beginning of the year. In addition to these, 10% of any unbudgeted annual surplus of funds has been designated to be contributed to the chamber's scholarship fund. Jill recognized the chambers staff for their continued efforts in good fiscal reporting and fiduciary management. She also thanked the board for their support over the past year and for trusting her in the position and their demonstrated due diligence in all matters concerning the chamber's activities. MOTION: Ken Critchley moved to accept the Treasurer's report, seconded by Lori Clark, motion approved.

3. Presentation of the Audited Financial Report

Treasurer Jill Stairs presented the audited financial statements completed by Shannon and Buffett. The chamber's year end is April 30th. Page 1 of the audited financial statements is the independent auditor's opinion which shows the year ending with a \$6,300 surplus. The statement of operations show that the chamber had budgeted for 1.3 million in revenue and ended the year with 1.4 million which was offset by 1.4 million in expenses. The chamber is happy to end the year with the \$6,300 surplus. MOTION: Andrew Steeves moved to accept the audited financial statements as presented, seconded by Lori Clarke, motion approved.

4. Appointment of Auditors 2019-2020

MOTION: Treasurer Jill Stairs made a motion to appoint Shannon & Buffett as auditors for the 2019-2020 year, seconded by Kim Nash-McKinley, motion approved.

5. President's Report

President Ryan Boyer thanked everyone for an amazing year and remarked that the Chamber is in good hands with incoming President Karen Grant at the helm. Ryan thanked the chamber team for all of their hard work and said that the chamber is a world class organization. He is proud that the chamber has been recognized on a national stage for the amazing advocacy work the chamber is doing. He remarked how he wished that business owners knew just how much the chamber is doing on their

behalf every day. He thanked Mayor Mike, MLA Carr and all other guests and members for attending.

a. Recognition of outgoing directors

Ryan recognized the outgoing directors:

Keir Clark – Scotia Wealth Management

Wendy Halihan – Exit Realty Advantage

Dan Pike – Medicine Shoppe Pharmacy / Liv9Nutrition Inc.

Jason White – CBRE

Jeff Lingley

Brenda Perrin – Kingswood Hotel & Suites

Meaghan Seagrave – BIONB

b. Presentation of President's Award

President Ryan Boyer presented the 2018-2019 President's Award. This award is given to an individual or team who has gone above and beyond and contributed to the chamber in many ways. Ryan presented it to Andrew Steeves for contributions made to the efforts of the Fredericton Chamber of Commerce. Andrew is a tireless leader in our community and a generous mentor to so many. He has been a driving force in many key initiatives, thank you Andrew.

6. Chief Executive Officer's Report

Chief Executive Officer Krista Ross thanked everyone for an amazing year. She said what a pleasure it has been working with President Ryan Boyer and she looks forward to working with Incoming President Karen Grant. She said a huge thank you to Past President Keir Clark and to the board members who are leaving the board this year. She is looking forward to working with an enthusiastic new board this year. Krista recognized the dedicated staff at the chamber and remarked on how she along with Morgan, Christine and Wendy had been accredited by the Canadian Chamber Executives last fall. Tanya will be accredited at this year's CCEC event this fall. Krista thanked Janet and Ksenia for all of their work on the Immigration file. Janet and Ksenia along with the BIMP, HIVE and Succession Connect programs have moved to Ignite Fredericton. Janet had been with the chamber for 9 years and Ksenia, who recently joined the chamber has been a great asset to the chamber. Thank you for your dedication to this project.

Krista talked about the busy year of events, education and networking. The year started with the State of the City Address which had been moved to a June lunchtime event and the new time was such a success, the event will be held at this time from now on. The chamber hosted another great golf tournament in August and this year, the chamber will be adding a ladies tournament to compliment the existing tournament. The chamber's "academy awards" type event – the Business Excellence Awards was held in October to recognize our great local businesses. Premier Higgs presented his inaugural State of the Province Address in January and Andrew Steeves helped to introduce curling to some chamber members who had never tried the sport in March at our

annual Funspiel. All of this in addition to the great monthly networking events that the chamber hosts.

On the advocacy side, the chamber was highly engaged in the provincial election and the events leading up to the election. A taskforce called, “We Choose Growth” was formed through an alliance with the Atlantic Chamber of Commerce, Conseil Economique du Nouveau Brunswick, Saint John Chamber of Commerce and the Greater Moncton of Commerce along with the NB Business Council to help forward the policy priorities for the business community. Our chamber presented two policy resolutions at the Canadian Chamber of Commerce that were both adopted. Another huge initiative that our chamber has been working on, on behalf of the business community is to keep NB competitive with the cost of doing business. Our chamber is working hard to make Fredericton the best place to do business. Krista ended by thanking community partners including: Ignite Fredericton, Planet Hatch, the Knowledge Park, Multicultural Association of Fredericton, Opportunities NB, CyberNB, TIANB, Horizon Health, the City of Fredericton, Business Fredericton North, Downtown Fredericton, and the Government of New Brunswick.

7. Nomination Committee Report

President Ryan Boyer reported in accordance with the chamber’s bylaws the following people have agreed to let their name stand as members of the executive committee:

Karen Grant, Kiers Marketing – President
Bob Chisholm, McDonald’s Restaurants – 1st Vice President
Jeff Saunders, Teed Saunders Doyle – 2nd Vice President
Ryan Boyer, Cain Boyers Benefits Group – Past President
Jill Stairs, Daye Kelly & Associates – Treasurer
Mark MacKenzie, Green Imaging Technologies Inc. – Executive Member
Ken Critchley, Morneau Shepell – Executive Member

The following individuals have agreed to remain as 2nd year directors:

Krishna Khaitan – AV Group Inc. (Year one of 2nd two year term)
Adam Peabody – Planet Hatch
Lori Clarke – Lori Clark Interiors
Kim Nash-McKinley – Saint Mary’s First Nation
Lori Stickles – New Brunswick Liquor Corp.
Mike Melvin – McInnes Cooper
Dhirendra Shukla – University of New Brunswick

The following individuals have agreed to sit as board members for a two year term:

Geoff Phinney – Clark Toyota
Shannon Dion – Bringloe Feeney, LLP
David Shipley – Beauceron Security Inc.
Mohamed Khirallah – Roticana Coffee Company Inc.

Lindsay Bowman – Connors Stilwell
Cassandra Blackmore – Just Better Styling
Shawna Foster – Moco Downtown

MOTION: Ryan Boyer moved to accept the 2019-2020 board of directors, seconded by Ken Critchley, motion approved.

8. Confirmation of New Board and President

President Ryan Boyer called Mayor Mike O'Brien forth to say a few words and to affirm the new board of directors.

Mayor Mike O'Brien remarked on how wonderful it is to work with the Fredericton Chamber of Commerce, an organization that is solid, impressive and fair. The chamber's advocacy work is well researched and well received and the chamber's membership is strong and steady. When he travels outside of New Brunswick it is always a pleasure to hear how the Fredericton Chamber of Commerce is recognized for the hard work they are doing. He appreciates the great partnership with the chamber and the province and the ongoing work to make our city a wonderful place to live. He thanked President Ryan Boyer for a great year at the chamber and then he called forth the new board members.

a. Confirmation/Introduction – New Board Members

Mayor Mike O'Brien called the new board members forward to affirm them as members of the chamber's board of directors. Each director was then presented with a Fredericton Chamber of Commerce lapel pin.

b. Confirmation/Introduction – Incoming President

Mayor Mike O'Brien called upon Karen Grant to affirm her as the chamber's president for the 2019-2020 year.

Past President Ryan Boyer came forth to continue the chamber's tradition of "Passing the Buck" to new President Karen Grant. A framed \$1 bill that has been passed on to the new President each year and signed by each president was given to symbolize the new year.

9. By-Law review and adoption of the new bylaws

As the first order of business, President Karen Grant said that the chamber's Governance Committee had been tasked to review the chamber's by-laws to make sure the chamber was compliant with the Board of Trade Act. She called upon Mike Melvin, chair of the committee to explain the process.

Mike Melvin, Chair of the Governance Committee said that the chamber of commerce is governed by the Board of Trade Act and each time changes are made to the bylaws, they must be submitted to Corporations Canada for review. In order for our chamber to be better aligned and compliant, the committee determined the best path was to use

Corporations Canada's bylaw builder tool which incorporates their approved language for our bylaws. The newly redesigned bylaws will mean a few minor changes to the way the chamber operates certain things such as the addition of quarterly membership meetings and the election of an official secretary to the board. Mike then asked if there were any questions about the new bylaws. MOTION: Ken Critchley moved to accept the new chamber bylaws as presented, seconded by Gilles Allain, motion approved.

10. Incoming President's Report

President Karen Grant thanked Past President Ryan Boyer for all of his hard work and dedication over the past year. She also thanked Keir Clark for being on the board for many years. She remarked how she was following on the heels of some great leaders. She looks forward to working with the new board of directors and sends best wishes to the outgoing board members. Karen congratulated Andrew Steeves on being presented the 2018-2019 President's Award. Karen started working with the chamber's committees in 2002 and became a board member in 2014. She has been in attendance at three of the Canadian Chamber of Commerce annual conferences and she has seen first hand how much our chamber is well received and respected. Our chamber has an engaged board of directors and has engaged committees who help move the chamber's agendas. During the upcoming year Karen would like the chamber to be an advocate for responsible spending by the Government and for the chamber to move into an advocacy role with the immigration file to make Fredericton the city they want to move to do live and do business. Karen would like to focus on the reorganization and alignment of the chamber's committees at our strategic planning event planned for later this year. Karen ended by thanking the chamber team and she thanked her family for supporting her.

Karen invited everyone to attend the State of the City address on Thursday, June 20th.

11. Other Business

President Karen Grant asked if there was any other business. There was no other business or issues raised by anyone in attendance.

12. Adjournment

President Karen Grant asked for a motion to adjourn the meeting, the adjournment was moved by Gilles Allain.