



**FREDERICTON  
CHAMBER  
OF COMMERCE**

— The Voice of Business —

364 York Street, Suite 200  
Fredericton, NB  
E3B 3P7



**Fredericton Chamber of Commerce  
Annual General Meeting  
Tuesday, June 29, 2021  
Via Zoom**

**Attendance:**

Adam Peabody – Planet Hatch  
Alex Scholten – Victory Meat Market  
Amir Akbari – anessa  
Andrew Byrne – BioNB  
Betty Blanchard – My Closet Consignment  
Bill Walker – Safety Services New Brunswick  
Bob Chisholm – McDonald’s Restaurants  
Carol Alderdice – TIANB  
Catherine McLatchie – Foster & Company  
Charlotte Burhoe – Corked Wine Bar  
Dave Milburn – Focal Point Landscape Design and Installation  
David Shipley – Beauceron Security Inc.  
Erin Blanchard – Fredericton Convention Centre  
Fanny Bodart – The Property Ladies  
Janet Moser  
Jason Carr – New Brunswick Association for Community Living  
Jeff Saunders – Teed Saunders Doyle  
Jenna Evans – Stiletto  
Jill Stairs – Daye Kelly & Associates  
Jordan O’Brien – Porter O’Brien Agency Inc.  
Karen Grant – Kiers Marketing  
Mayor Kate Rogers – City of Fredericton  
Kristen Greenier – Royal Canadian Legion Branch 4  
Loewe Xu – CallUFly Adventure Inc.  
Mehrdad Bastan – Harvey Studios  
Michael Melvin – McInnes Cooper  
Nicole Smith – Nicole Smith Conflict Management  
Nilly Rahimi – Cato Analytics



Rodney Blanchard – Stantec Consulting Ltd.  
Samantha Bosca – RBC RoyalBank  
Scott Williams – Rocket Ink  
Shannon Dion – Bringloe Feeney, LLP  
Sharon Watts – The Real Estate Board of Fredericton Area  
Tim Daley – Scotiabank  
Trevor Morgan – Crowne Plaza Fredericton  
Victor Boudreau – M5 Public Affairs  
Victoria Gillan – Mariner Partners Inc.

**Chamber Staff:**

Krista Ross	Morgan Peters	Judith Currie
Christine Little	Wendy Morrell	

**1. Welcome & Call To Order**

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

**2. 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 Bob Chisholm asked for a motion to approve the agenda as circulated. MOTION: Jeff Saunders moved to accept the agenda as circulated, seconded by Jill Stairs, motion approved.

**b) Approval of the Minutes**

The minutes of the June 25, 2020 Annual General Meeting had been distributed via email prior to the meeting. Bob asked for a motion to approve the minutes as circulated. MOTION: Charlotte Burhoe moved to accept the minutes, seconded by Karen Grant, motion approved.

**3. Treasurer's Report**

Treasurer Shannon Dion reported that the 2020-2021 fiscal year was a challenging one for the Fredericton Chamber of Commerce as it was with many other organizations and businesses. When the COVID-19 pandemic was declared March it was unclear as to how our chamber would be affected. With the budgeting process in progress for the upcoming year we knew



that it would be a year like no other. The budget was prepared solely with the focus on expenses due to the fact that revenue would be difficult to predict and concentrating on reducing expenses where possible. The majority of the chamber's events were cancelled. Though nobody had predicted a global pandemic, previous boards of directors had thought ahead and acknowledged that the chamber's strong financial position might not always continue and had implemented a reserves fund policy to create an operating reserve to cover 6 months of operating expenses. We were also fortunate to apply for government assistance programs that helped us offset our current year loss from operations. A big thank you to the Finance and Audit Committee who had a big year and thank you for your commitment. Shannon expressed a thank you to the chamber staff for their hard work in staying within the budget and as well a thank you to the board of directors for entrusting her with this position and being available for support and questions throughout the year.

MOTION: Shannon Dion moved to accept the Treasurer's report, seconded by David Shipley, motion approved.

#### **4. Presentation of the Audited Financial Report**

Treasurer Shannon Dion reported that Shannon & Buffet were the auditors for the 2020-2021 year. The audit went smoothly once again this year. Shannon & Buffet is hired to provide their audited opinion on the financials of the chamber which is reflected in the first two pages of the audited report. They did give the chamber a clean audit opinion which means there are no judgements against the chamber on the financial statements. On the statement of operations (income statement) the budget for revenue is empty as it was difficult to predict. Memberships stayed strong and special projects didn't really exist due to the pandemic. The expenses were in line to budget. We did end the year in a deficit of \$190,000 but were able to take advantage of the wage subsidy and ACOA funding which was specifically earmarked for organizations who were helping businesses on the recovery side. The statement of financial position (balance sheet) is a snapshot of where things were at the end of the year. The chamber had a strong cash balance and receivables were low. The restricted cash and cash equivalence is the reserves that were set aside in previous years. On the liabilities side some items were payable at the end of the year and the membership dues are reflected in how they are received throughout the year. We did take advantage of the CEBA loan that was available and will repay that as it comes due. The net assets outlines the balances and show the flow between the reserves and the opportunity fund. The statement of cash flows shows the reader where the cash was received and where it was spent. The next section is the notes to financials. Kudos to



bookkeeper Brianne Phillips and CEO Krista Ross who did an excellent job sticking to the budget. The audited financial statements show only a \$2,000 adjustment to the bottom line which is a big win. It is reassuring to know the monthly reporting is always accurate and up-to-date. MOTION: Treasurer Shannon Dion moved to accept the audited financial statements as presented, seconded by Jill Stairs, motion approved.

#### **5. Appointment of Auditors 2020-2021**

MOTION: Treasurer Shannon Dion made a motion to appoint Shannon & Buffett LLP as auditors for the 2021-2022 year, seconded by David Shipley, motion approved.

#### **6. Proposed By-Law Changes**

Board member Michael Melvin, past chair of the Governance Committee reported that in 2019 the chamber did a comprehensive review of the chamber's by-laws to bring our by-laws better into compliance with the Boards of Trade Act which is the legislation under which the chamber operates and this year there are a few minor changes primarily to ensure the chamber is able to be compliant with accreditation requirements with the Canadian Chamber of Commerce.

**Section 6** – Purpose of the Chamber – The purpose of the chamber is to foster, promote and improve trade and commerce and the economic, civic and social welfare of the region.

**Section 38** – delete – if a Director runs for public office

Add – Any member of the Council or Committee Member (Including a member of the Executive Committee) who runs for public office shall resign from their position on the Board, committee or other advisory board of the Council, once they publicly declare their intentions. Public office is defined as any municipal, provincial, or federal office, or a trusteeship of a Board of Education or any similar elected position. Such person is eligible for re-election to the Council or to sit on a committee or other advisory body of the Council after allowing one full year to expire upon completion of their term in public office, or one full year upon completion of their election campaign for public office if they are unsuccessful.

Delete – six (6) months – If a Director is absent from meetings of the Council continuously for a period of three (3) months.

67. Chamber Dissolution – If the Council decides that the Chamber needs to be dissolved, with the approval of the members, the board will apply to the Governor in Council to dissolve the chamber subject to the terms and conditions the Governor in Council approves.

MOTION: Michael Melvin moved for the adoption of the changes to the by-laws, seconded by Sharon Watts, motion approved.



## **7. President's Report**

President Bob Chisholm stated that it has been a different year to say the least. Bob mentioned that as a chamber we have survived the storm and we are moving ahead. Bob expressed his thanks to the board of directors for their hard work and support noting that in addition to focusing on their own businesses, they also stayed focused on the chamber. Bob indicated that he is very proud of the staff and mentioned that CEO Krista Ross planned and stayed focused on the work of the chamber. Despite the challenges of working from home the Chamber team worked hard to keep our members informed of all aspects of the pandemic. Bob recognized all three levels of government who the Chamber deals with regularly for their help and support. Fredericton was fortunate and New Brunswick was a lead the country our fight against COVID. Bob also thanked all health care professionals for their tireless work and heavy workload. In his closing comments, Bob mentioned that although we are on the path to green, there is still a lot of work to do to get our businesses survive and grow in the future. He also said a final thank you to the chamber's outstanding team and mentioned that he looks forward working with the Executive and Board of Directors in his role as Past President and closed with "stay healthy and please shop local".

### **a. Recognition of outgoing directors**

Bob recognized the outgoing directors:

Cassandra Blackmore – Fredericton Community Kitchens (resigned November 4, 2020)

Lindsay Bowman – Connors Stillwell

Shawna Foster – Moco Downtown

Karen Grant – Kiers Marketing (resigned February 21, 2021)

Krishna Khaitan – AV Group NB Inc.

Mohamed Khirallah – Roticana Coffee Company Inc. (resigned March 9, 2021)

Mark MacKenzie – Green Imaging Technologies Inc.

Geoff Phinney – Fredericton Toyota

### **b. Presentation of President's Award**

President Bob presented the 2020-2021 President's Award. This award is given annually by the outgoing President to an individual or team who has gone above and beyond and contributed to the chamber in outstanding ways. This year, Rocket Ink (formerly Taylor Printing) helped the chamber not only in setting up the chamber with business protective equipment but was



instrumental in helping the chamber share our information with our members and in many instances, outside of normal working hours. Bob expressed a sincere thank you to the great team at Rocket Ink and acknowledged that their CEO Scott Williams was on the call. A small gift of thanks was delivered to the team at Rocket Ink.

#### **8. Chief Executive Officer's Report**

2020-2021 will definitely go down in the chamber's history books as the most difficult and challenging year ever experienced by our members, and by much of the business community across the globe. What started in March 2020 for what we thought would be a six to 8 week challenge morphed into 15 months of norms and expectations turned upside down daily. During this time, however, we have celebrated the resiliency of our members, we have been working together as a business community and we have all stepped up to #SupportFredLocal. We have also been saddened to learn of those businesses who could not escape the economic hardship of the pandemic.

Our organization is known for our events and networking but we've had to transition to online platforms for virtual style events. One benefit was that we were able to access speakers and government officials from other regions that we would typically not have the opportunity to interact with.

Our chamber has been laser focused on Advocacy. We've taken every opportunity to listen to the concerns, issues and problems that our members have faced throughout the pandemic and tried to help find solutions and answers. We worked collaboratively with other business support agencies and all three level of government as well as chambers from coast-to-coast to help inform programs and policies.

The chamber team rose to the challenge and worked diligently to help our members throughout the pandemic and a big thank you to our great team. A special thank you to the executive, board of directors and committees who committed volunteer time and energy to chamber work at a time when their own businesses needed their full attention. Particular thanks to Bob Chisholm – our dedicated and insightful President during this turbulent time – his concern for our members and his focus on having our organization serve them to the best of our abilities has been outstanding. On behalf of all the members – thank you Bob for your



service to the business community! Today we will welcome Jeff Saunders as our new President and our team is looking forward to the year ahead with you as our President.

The biggest accomplishments this year however... were from you – our members who dug deep, fought hard, changed up your businesses, your products and your services... and how you delivered them and you made it through the storm! Your resilience and your nimble adaptation to a tremendously challenging situation has been exceptional. As you attend this meeting today and hear the various reports on the activities of our chamber for 2020-21 please know that our attention is now forward thinking, focused on recovery and here for you as needed in the coming months. We are looking forward to seeing you face-to-face again very soon, and we thank you for engaging with us and inspiring us this past year.

## **9. Nomination Committee Report**

a. Nominating Committee Chair Jeff Saunders reported in accordance with the chamber's bylaws the following people have agreed to let their name stand as members of the executive committee beginning June 2021:

President – Jeff Saunders, Teed Saunders Doyle  
Vice President – Jill Stairs, Daye Kelly & Associates  
Secretary/2<sup>nd</sup> Vice President – Michael Melvin, McInnes Cooper

The following individuals have indicated their willingness to serve a one-year terms as officers and members of the Executive Committee beginning June 2021 and their positions on the Executive Committee will be confirmed at the first board meeting which will be held directly after the AGM:

Past President – Bob Chisholm, McDonald's Restaurants  
Treasurer – Shannon Dion, Bringloe Feeney, LLP  
Executive Member – Adam Peabody, Planet Hatch  
Executive Member – David Shipley, Beauceron Security Inc.

According to the chamber's bylaws which were adopted in June 2019, members of our board of directors serve a one-year term, however it is the practice of the Fredericton Chamber of



Commerce that our board members, when invited to serve, are asked to serve for two one-year terms.

As a matter of information, the following individuals have indicated their willingness to serve the second one-year term as directors for which they had previously committed:

Betty Blanchard – My Closet Consignment / My Home Consignment  
Fanny Bodart – The Property Ladies  
Beth Fairbairn – Autism Intervention Services  
Dave Milburn – Focal Point Landscape Design and Installation  
Derek Sullivan – Auto City  
Kumaran Thillainadarajah – Smart Skin Technologies

We are pleased to advise the following individuals indicated their willingness to serve a one-year term as members of the board of directors beginning today, June 29, 2021:

Rodney Blanchard – Stantec Consulting Ltd.  
Samantha Bosca – RBC Royal Bank  
Tim Daley – Scotiabank  
Victoria Gillan – Mariner Partners  
Asif Hasan – SimpTek Technologies Inc.  
Catherine McLatchie – Foster & Company  
Daphne Noonan – Person Centred Universe  
Jordan O'Brien – Porter O'Brien Agency Inc.

MOTION: Jeff Saunders moved to accept the 2021-2022 board of directors, seconded by Alex Scholten, motion approved.

**b. Confirmation of New Board and President**

President Bob Chisholm called upon Mayor Kate Rogers to say a few words and to affirm the new board of directors.

Mayor Kate Rogers said that she was delighted to attend the chamber's Annual General Meeting and hear about all the great things the chamber has accomplished throughout the past





year. She brought greetings on behalf of the City of Fredericton and her fellow councilors and said how much they value the strong long-standing relationship with the chamber. Mayor Rogers also mentioned that we are so fortunate to have such robust chamber and the incredible work the chamber does to make our city shine - we have a smart and innovative city that offers a competitive business environment, and we like to compliment it with the abundance of cultural and recreational activities that all combine to make this great city what it is. Mayor Rogers indicated that she very much recognizes and appreciates how hard the pandemic has been for our business community and that she is amazed at how everyone has dug deep and the way we have gotten through this together. Mayor Rogers said a big thank you to the local business agencies for working together on the #SupportFredLocal initiative and thank you for working with the city on this effort. She mentioned that programs like this help to shine the light on our business community. She continued on to say that she looks forward to working together with the chamber to offer a strong and diverse economy, a vibrant downtown and waterfront and to foster this thriving business community. She concluded with a thank you to outgoing President Bob Chisholm for a great year and mentioned that she looks forward to working collaboratively with the incoming President Jeff Saunders and the board members.

**i. Confirmation/Introduction – 2<sup>nd</sup> Vice-President/Secretary**

Mayor Kate Rogers asked Michael Melvin of McInnes Cooper to read the affirmation of the 2<sup>nd</sup> Vice-President/Secretary of the Fredericton Chamber of Commerce.

**ii. Confirmation/Introduction – 1<sup>st</sup> Vice-President**

Mayor Kate Rogers asked Jill Stairs of Daye Kelly & Associates to read the affirmation of the 1<sup>st</sup> Vice-President of the Fredericton Chamber of Commerce.

**iii. Confirmation/Introduction – President**

Mayor Kate Rogers asked Jeff Saunders of Teed Saunders Doyle to read the affirmation of the President of the Fredericton Chamber of Commerce.

**c. Passing of the Buck** - Past President Bob Chisholm explained the chamber's tradition of "Passing the Buck". A framed \$1 bill that has been passed on to the new President each year and signed by each president at the end of their term was given to symbolize the new year. Bob Chisholm virtually "Passed the Buck" to new President Jeff Saunders.



## **10. New Member Acceptance**

In accordance with the chamber's by-laws, the membership is required to vote in all new members at our quarterly meetings and the AGM is our second quarterly meeting. The list of new members who joined the chamber from March 1<sup>st</sup> to April 30<sup>th</sup> was presented for review.

MOTION: Charlotte Burhoe moved to accept the slate of new members, seconded by Victor Boudreau, motion approved.

Bleuets NB Blueberries

Get On Board NB

MechTrip Technologies Inc.

Neo Atlantic Technologies Inc.

OlkaArt Inc.

WIDE (Water-Integrated-Design-and-Empowerment)

Spearhead Survival Inc.

University of New Brunswick – President's Office

Gray Wolf Analytics Inc.

Karem College

Hossack Ventures dba Speedy Auto Service & Novus Glass

Royal Canadian Legion Branch 4

Canvas Moncton, Tapestry Collection by Hilton

Flynn Canada Ltd.

Dynamic Health Physiotherapy

## **11. Incoming President's Report**

New Chamber President Jeff Saunders took the opportunity to convey his thoughts on the remarkably challenging year, challenges that no one would have foreseen. He expressed his thanks to the board and staff for their incredible work during this trying time for the common good of the business community. He also expressed a feeling of optimism, and mentioned that every day we are seeing the vaccination numbers increase and we see the light at the end of the tunnel to get back to the new or something similar to the old normal. Jeff thanked those gathered for the opportunity to serve as President and indicated that he looks forward to working with everyone and seeing everyone at our in-person events.

## **12. Closing Remarks**



The chamber is planning our novice 9 hole golf tournament and 18 hole tournament in August and mentioned that although the 18 hole tournament is sold out – there is still room for the 9 hole novice tournament. President Jeff also indicated that we are planning our State of the City Address with Mayor Kate Rogers in September and we will be starting our monthly networking events as well. Work has also begun on our Business Excellence Awards that will be held in November. Looking forward to seeing everyone at these upcoming events.

### **13. Adjournment**

President Jeff Saunders asked for a motion to adjourn the meeting, the adjournment was moved by Alex Scholten.