

**Fredericton Chamber of Commerce  
Annual General Meeting  
Wednesday, June 19, 2018  
Crowne Plaza Fredericton Lord Beaverbrook Hotel**

**Attendance:**

Mayor Mike O'Brien	Keir Clark	Paul Simmonds	Stephen MacGillivray
Jason White	Krishna Khaitan	Stephen Hill	Wendy Hallihan
Karen Grant	Dan Pike	Ken Critchley	Ryan Boyer
Jeff Lingley	Mark Mahoney	Dan Myers	Meaghan Seagrave
Jill Stairs	Bob Chisholm	Jeff Saunders	Amy Lounsbury
Danielle Harding	Erin Flood	Mark Scaplen	Andrew Steeves
Martin Bourgeois	Johanne Gallant	Adam Peabody	Laurie Guthrie
Larry Shaw	Ketan Hathi	Devansh Bavishi	Larry Munroe
Lori Stickles	Germain Pataki	Mike Melvin	Andie McDonald
Kim Nash-McKinley	Kevin Johnston	Scott Williams	Cassandra Blackmore
Gilles Allain	Andrew Lockhart	Dhirendra Shukla	Mark MacKenzie

**Staff:**

Krista Ross	Morgan Peters	Darcy Crowe
Wendy Morrell	Tanya Senechal	Ksenia Sehic
Christine Little	Janet Moser	Mackenzie Boutillier

**1) Welcome and Call to Order**

President Keir Clark called the meeting to order at 8:00 am and welcomed all those in attendance that the 2018 Annual General Meeting.

**a. Approval of Agenda**

The agenda had been distributed via email prior to the meeting. Keir asked for a motion to approve the agenda as circulated. MOTION: Stephen Hill made a motion to accept the agenda, seconded by Paul Simmonds, motion approved.

**b. Approval of the Minutes**

The minutes of the June 14, 2017 meeting had been distributed via email prior to the meeting. Keir asked for a motion to approve the minutes as circulated. MOTION: Bob Chisholm moved to accept the minutes, seconded by Ken Critchley, motion approved.

**2) Treasurer's Report**

Treasurer Jill Stairs reported that 2016-2017 was a successful year for the Fredericton Chamber. The chamber saw growth in membership, events, new initiatives and special projects which helped drive a surplus of \$49,000. The revenue breakdown for the year:

42% special projects, 22% memberships, 14% succession connect, 11% BIMP/Hive and 11% chamber operations. On the expense side the breakdown is as follows: 31% salaries & benefits, 25% special projects, 18% chamber operations, 14% succession connect and 12% BIMP/HIVE. The chamber has been successful in keeping the costs of running the chamber low and provide phenomenal services, advocacy and events. These new opportunities and savings are passed on to our members in many ways as we continue to strive to be the Voice of Business in the region. The board of directors has acknowledged that the strong financial position may not continue indefinitely and as such has implemented a reserves 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. This will be reviewed annually. The second reserve has been designated for special opportunities that may have not been budgeted for. This fund is 10% of the surplus of the previous fiscal year end to a maximum of \$50,000. There is also 10% of the surplus earmarked for the chamber's scholarship fund. MOTION: Ken Critchley moved to accept the treasurer's report, seconded by Jeff Saunders, motion approved.

### **3) Presentation of the Audited Financial Report**

Treasurer Jill Stairs presented the audited financial statements completed by Shannon Buffett. Page 1 of the Audited Financial Statements is the independent auditor's opinion which shows a clear audit with the year ending in a \$43,000 surplus. This total is slightly different than was reported in the Treasurer's report due to year end adjustments that were made subsequent to the creation of the Treasurer's report. The year ended with increases in a few areas including special projects, membership revenue and events and there was nothing out of the ordinary for expenses. The chamber is in a strong cash position at the end of the year. MOTION: Paul Simmonds moved to accept the audited financial statements as presented, seconded by Gilles Allain, motion approved.

### **4) Appointment of Auditors for 2015-2016**

MOTION: Treasurer Jill Stairs made a motion to appoint Shannon & Buffett as auditors for the 2018-2019 year, seconded by Bob Chisholm, motion approved.

### **5) President's Report**

It's hard to believe that a year has gone by so quickly. It was a busy year for the chamber with one of the highlights being hosting the Canadian Chamber of Commerce AGM and Conference. It was a great opportunity to showcase our great city to delegates from all over the country. We also hosted Minister Morneau who spoke about the proposed tax changes. Keir gave a big thank you to Karen Grant, chair of the Canadian Chamber AGM & Conference Committee. Keir also recognized Krista Ross for being named top CEO of the Year by her peers at the Canadian Chamber of Commerce.

It was a busy year for advocacy with the policy debates of the Canadian Chamber, the chamber's work on the proposed tax changes and work on the worksafe file. Keir remarked how proud he is to be part of a chamber with such an influence in the business community.

He recognized Paul and thanked him for being a mentor over the past year, he thanked the outgoing board members and looks forward to working with the new board for the upcoming year.

a) Keir recognized the outgoing directors:

Paul Simmonds, Robert Simmonds Clothing; Erin Flood, the Go Do Project; Dan Myers, Crowne Plaza Fredericton; Sheri McKillop, University of Fredericton and Ali Reid, Fredericton Animal Hospital.

b) Keir presented the Chamber's 2018 President's Award. This award is given to an individual or team who have gone above and beyond and contributed to the chamber in many ways. Keir presented the award to Germaine Pataki of Gallery 78 who has been an active member of the community and a member of several chamber committees. Gallery 78 has hosted the chamber's medical resident welcome event for the past three years and will do so again this summer.

## **6) Chief Executive Officer's Report**

Krista recognized that it was another successful year for the chamber and a great year for the chamber's advocacy efforts, increasing membership, a great slate of events, a lot of great happenings at the Fredericton Immigrant Business Services Centre and our chamber became the first chamber of commerce to become cyber certified. Krista thanked Keir for his dedication and for going above and beyond for the chamber, she also thanked the executive and board of directors. She thanked Ryan for stepping up to the challenge of being the president for the upcoming year and thanked all of the volunteers who have sat on a chamber committee or helped the chamber over the past year. Krista thanked Paul for the many years of dedication and recognized the staff of the chamber office and the Fredericton Immigrant Business Services Centre.

Krista also recognized the partnership the chamber has with Ignite Fredericton, Planet Hatch and the Knowledge Park. She recognized the communication with the three levels of government and talked about the win on the airport expansion file. Krista talked about the great collaboration with the "We Choose Growth" group and their work on the policy platform for the upcoming election. Krista ended by recognizing the chamber's work on hosting the Canadian Chamber AGM & Conference.

Krista presented Keir with a gift to commemorate his year as chamber president.

## **7) Nomination Committee**

Paul Simmonds, chair of the nominating committee reported in accordance with the chamber's by-laws the following people following people have agreed to let their name stand as members of the executive committee:

Ryan Boyer - President

Karen Grant - 1st Vice President  
Bob Chisholm - 2nd Vice President  
Keir Clark - Past President  
Jill Stairs - Treasurer (one year only)  
Jeff Saunders - Executive Member  
Meaghan Seagrave - Executive Member

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

Wendy Hallihan - Exit Realty Advantage  
Dan Pike - The Medicine Shoppe Pharmacy / Liv9 Nutrition Inc.  
Krishna Khaitan - AV Group NB Inc.  
Jason White - CBRE  
Jeff Lingley  
Ken Critchley - Morneau Shepell  
Brenda Perrin - Radisson Kingswood Hotel & Suites

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

Adam Peabody - Ignite Fredericton  
Lori Clarke - Lori Clarke Interiors  
Kim Nash-McKinley - Saint Mary's First Nation  
Lori Stickles - LuminUltra Technologies Ltd.  
Mike Melvin - McInnes Cooper  
Mark MacKenzie - Green Imaging Technologies Inc.  
Dhirendra Shukla - University of New Brunswick

MOTION: Paul Simmonds made a motion to accept the 2018-2019 board of directors, seconded by Stephen Hill, motion approved.

**a) Confirmation / Introduction** - Keir welcomed Mayor Mike O'Brien. Mayor O'Brien congratulated Keir on his term and recognized the chamber team and board of directors for their hard work. He noted that he hears great things about our chamber as he travels around the country. He remarked that the chamber's editorials are spot on. He talked about a few things that he was part of over the past weekend. He attended the pow wow at Saint Mary's First Nation and met the new chief on Saturday. On Sunday, he attended the opening game of the Fredericton Cricket league which is a league driven by the newcomer's community. Last night he went for a jog along the river. We are very fortunate to live in such a beautiful and diverse city.

The Mayor then called the new board members forward to affirm them as members of the chamber's board of directors. Each director was then presented with Fredericton Chamber of Commerce lapel pins.

#### **8) Confirmation / Introduction - Incoming President**

Mayor Mike O'Brien called upon Ryan Boyer to affirm him as the chamber's president for the 2018-2019 year.

Keir came forward to do the Chamber tradition of 'Passing the Buck' to the new President Ryan Boyer. 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) Incoming President Report**

President Ryan Boyer remarked that he was originally a bit reluctant to join the chamber's board of directors a few years ago and the responsibilities that go along with it but it has been a positive experience and he enjoys working with the chamber staff and board of directors. Speaking in front of a podium is not one of his favourite things but watch out for the great things to come.

Ryan invited everyone to attend the State of the City Address on Thursday as well as the 2 remaining political series speakers.

#### **10) Other Business**

Ryan asked if there was any new business.

Andrew Steeves of the Fredericton Airport Authority came forth to thank the chamber for the support and the hard work on the airport expansion.

#### **11) Adjournment**

President Ryan Boyer asked for a motion to adjourn the meeting, moved by Gilles Allain.