



**FREDERICTON
CHAMBER
OF COMMERCE**

— The Voice of Business —

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



**Fredericton Chamber of Commerce
Annual General Meeting
Thursday, June 25, 2020
Via Zoom**

Attendance:

Adam Peabody – Planet Hatch
Aida Bahtijarevic – Multicultural Association of Fredericton Inc.
Andrew Byrne - BioNB
Beth Fairbairn - The Learning Bar
Betty Blanchard – My Closet Consignment
Bob Chisholm – McDonald's Restaurant
Carol Alderdice – Tourism Industry Association of New Brunswick
Cassandra Blackmore – Fredericton Community Kitchens Inc.
Charlotte Burhoe – Corked Wine Bar
Chris Morrison - RBC Royal Bank
Christine Little - Fredericton Chamber of Commerce
Dave Milburn – Focal Point Landscape Design and Installation
Derek Sullivan- Auto City
Devansh Bavishi – IG Wealth Management
Fanny Bodart – The Property Ladies
Geoff Phinney – Fredericton Toyota
Germaine Pataki-Theriault – Gallery 78
Haruka Kudo – Multicultural Association of Fredericton Inc.
Jeff Saunders - Teed Saunders Doyle
Jill Stairs – Daye Kelly & Associates
Jordan O'Brien – Porter O'Brien
Judy Wilson-Shee – Village of New Maryland
Karen Grant – Kiers Marketing
Kate O'Rourke – Fredericton International Airport Authority Inc.
Keir Clark – Scotia Wealth Management
Krista Ross – Fredericton Chamber of Commerce
Kumaran Thillainadarajah – Smart Skin Technologies
Larry Shaw – Ignite Fredericton
Lindsay Bowman – Connors Stilwell
Lori Clarke – Lori Clarke Interiors
Mark MacKenzie – Green Imaging Technologies Inc.
Matthew Douglass – University of New Brunswick
Michael Melvin – McInnes Cooper
Mayor Michael O'Brien – City of Fredericton



Morgan Peters – Fredericton Chamber of Commerce
Ryan Boyer – Cain Boyer Benefits Group
Shannon Dion - Bringloe Feeney, LLP
Sharon Watts – Real Estate Board of Fredericton
Shawna Foster – Moco Downtown
Tanya Senechal – Fredericton Chamber of Commerce
Wendy Morrell – Fredericton Chamber of Commerce

1. Welcome – Krista Ross, CEO

Chamber CEO Krista Ross welcomed everyone to the first virtual Fredericton Chamber of Commerce Annual General Meeting. She reviewed some guidelines for the meeting including the muting of mikes when not speaking, using chat for questions / comments, updating the attendee name on their zoom screen if someone else's name was appearing, and that the meeting would be recorded and the chat saved. Additionally – she reviewed the package that was distributed prior to the meeting – the annual report, agenda, minutes of the 2019 AGM, Treasurers report and audited financial statements, the nominating committee report, our bylaws and the list of new members to be voted in.

2. Call To Order – Karen Grant, President

President Karen Grant welcomed everyone and called the meeting to order. Karen reviewed the procedures to be followed relating to moving / seconding and voting at the AGM.

A. Approval of Agenda

The meeting's agenda was distributed via email prior to the meeting to all individuals who registered to attend. Karen asked for a motion to approve the agenda as circulated. MOTION: Charlotte Burhoe moved to accept the agenda as circulated, seconded by Keir Clark, motion approved.

B. Approval of the Minutes of the June 14, 2019 AGM

A copy of the minutes of the June 14, 2019 AGM were distributed via email prior to the meeting to all who registered to attend. Karen asked for a motion to approve the minutes as circulated. MOTION: Sharon Watts moved to accept the minutes of the June 14, 2019 AGM, seconded by Jill Stairs, motion approved.

3. Treasurer's Report

Treasurer Jill Stairs reported on the 2019-2020 year. It was a successful year and the team worked hard on recognizing opportunities for growth and ended the year in a strong financial position in revenue. Although we had budgeted for a balanced budget we ended the year with a surplus. As with prior years, our special projects and new initiatives have driven our growth in



revenue which has allowed us to keep our membership rates steady for the sixth year in a row. We've managed to keep the costs of running the chamber in line while providing phenomenal advocacy, services and events. These savings are passed on to our members in many ways as we continue to strive to be the voice of business in our region. The audited statements provide our results for the year against budget. The chamber team is very good at recognizing new initiatives and staying on budget. An operating reserve has been designated to maintain operations in case of low economic times. The amount of this reserve is funded at 6 months of general operating expenses. There is no maximum designated for this fund but the board does review the minimum amounts annually. In addition to this an opportunities reserve has been designated for special opportunities that may have not been budgeted for at the beginning of the year. This reserve can also be a source for succession planning, research etc. This reserve is funded by 10% of the surplus from the previous fiscal year and in addition to the reserve fund the board has determined that 10% will be designated to the chamber's scholarship fund. Jill acknowledged the staff and board for their fiduciary responsibility throughout the year. MOTION: Adam Peabody moved to accept the Treasurer's Report as presented, seconded by Carol Alderdice, motion approved.

4. Presentation of the Audited Financial Report

Jill Stairs highlighted the audited financial statements as prepared by Shannon Buffett. They have been our auditors for the past four years and we thank them for their fast, efficient work. We had a clean audit, and we ended the year with a surplus. Our events resulted in about half of the revenue for the chamber. At the beginning of the year we had the BIMP, HIVE and Succession Connect program and those programs were successfully transferred over to Ignite Fredericton as of June of last year. On the expense side we experienced savings and we increased our revenue. 10% of the surplus for the year will be allocated to our scholarship fund and the same amount will be allocated to our opportunity reserve as well. Jill also reviewed the Statement of Financial Position figures. The only new thing on the balance sheet was the Canada Emergency Business Account loan which we did take advantage of. Overall, Jill indicated as treasurer – she was very pleased with the year. MOTION: Shannon Dion moved to accept the audited financial statements as presented, seconded by Jeff Saunders, motion approved.

5. Appointment of Auditors for 2020-2021

MOTION: Jill moved to appoint Shannon & Buffett as auditors for the 2020-2021 year, seconded by Adam Peabody, motion approved.

6. Presidents Report

President Karen Grant joined the chamber's board in 2014 and she knew it would be a great opportunity to learn more about the issues in the business community, grow her business through networking opportunities and make new friends. The experience and knowledge



gained has been invaluable. She acknowledged the great team of professionals in the chamber's staff and board of directors. Advocacy for business is always at the forefront and the chamber did an amazing job again this year. We had advocacy wins nationally and during the COVID pandemic, the work of the Fredericton chamber was even more prevalent keeping both member and non-member businesses informed about everything from government programs to which businesses were open and other things we all need to know during this time. President Karen's main three goals for the year were: to reach the 1000 member mark which we did at the end of 2019, to host a reconciliation roundtable with the members of the business community both indigenous and non-indigenous, and to create a taskforce to work on issues on this file. It was evident that we needed to take part in an indigenous reconciliation awareness module but were unable to do so due to the COVID pandemic. Thirdly, it was time to re-visit our strategic plan and to review our committee structure to ensure that our working committees were in line with our strategic plan. We began to develop the plan and then the COVID pandemic stalled our progress but working is continuing and we will soon have our completed plan. During the past year Karen has had the opportunity to attend many great events, meet many people and to learn more about local business. She thanked Ryan Boyer for his hard work and dedication over many years and his role as President, and as Past President during her year. Karen also wished Bob Chisholm great success as incoming chamber President. She thanked everyone on the call and then moved on to recognize the outgoing directors.

A. Recognition of outgoing directors

Karen recognized the following outgoing directors:

Ryan Boyer – Cain Boyer Benefits Group

Lori-Clarke – Lori Clarke Interiors Inc.

Ken Critchley – Morneau Shepell

Kim Nash-McKinley – Saint Mary's First Nation

Dhirendra Shukla – University of New Brunswick

Lori Stickle – New Brunswick Liquor Corporation

B. Presentation of the President's Award

Karen continued to the awarding of the President's Award. This award is given to an individual or team who has gone above and beyond and contributed to the chamber.

Michael Melvin has been a great asset to the Succession Connect program. He was

instrumental in guiding the legal concerns of this program and helped guide the

program's path. He had been a volunteer with the Business Immigrant Mentorship

Program and the Hive program but was willing to take on the task as a volunteer for the

Succession Connect program as well. Mike also stepped up to help the chamber with a

complete bylaw review and was chair of the chamber's Governance Committee. Mike's

willingness to step up to the plate has resulted in him joining the Executive Committee



for the upcoming year. In recognition of all of these things, President Karen Grant awarded this year's president's award to Mike Melvin of McInnis Cooper.

7. Chief Executive Officer's Report

The 2019-2020 year for the chamber might be defined by the happenings of the final third of the year. On Friday, March 13th we made the decision to cancel our events for the next two months, on the following Tuesday the team began working remotely for two weeks, which then was extended to eight weeks and now we have been back working in the office for the last six weeks. It has been an unprecedented time of unbelievable time for our members, the business community as a whole, our province and of course globally. During the beginning of the shutdown our chamber shifted in to high gear when the scope of the situation became apparent and businesses were searching for answers and support. So many of our members and non-members reached out to express their appreciation and let us know that our efforts had a great value to their business and that meant a lot to us. A key part of our strategy was to come together with the other stakeholders, it was really an all-hands-on-deck situation. We met with a local leadership team on a weekly basis throughout and are now meeting monthly to continue to collaborate. Having that kind of access to our elected officials greatly assisted in our ability to advocate for support. The Fredericton Agencies group has been meeting regularly since March as well and they will be launching the economic recovery plan in July with the leadership of Ignite Fredericton. The "We Choose Growth" group has also met to plan the "Turning Point" webinar series. We also worked with the Moncton and Saint John chambers to create a business reopening guide which was slightly ahead of the government's reopening guide. At this point we expect to live with the status quo for quite some time and most events will be postponed or online a notable exception is our annual golf tournament in late August.

There were, of course, eight other successful months here at the chamber prior to COVID where we saw positive advocacy impact, increased membership and a number of great events. Here are a few of the highlights. We had a second place finish at the Canadian Chamber of Commerce Conference for our "Advocacy In Action" for the "We Choose Growth" campaign leading up to the election and we had two national policy resolutions passed at the Canadian Chamber of Commerce Conference and we finally hit the elusive 1000 member milestone. We appeared before the legislative assembly to speak against the Bill 9 which was defeated. We took a lead role in Fredericton's new immigration strategy while transitioning our immigration support programs over to Ignite Fredericton. We launched three new events and revised our bylaws as well. We launched Business Insight Fredericton which is a television program on Rogers which highlights our members and the great work they do. It takes a dedicated team and board and of course our members to accomplish all of this. Our volunteers believe in our commitment to "Stronger Community through Business Prosperity" and I send a huge thank you to all of you. She looks forward to working with the new board of directors and thanked the outgoing directors for their hard work and dedication.



At this point, Krista also thanked Karen for her awesome year as President and indicated that she would be inducted into the Past Presidents Club and a token of the Chamber's thanks would be presented to her.

8. Nominating Committee Report

Committee Chair, Bob Chisholm reported in accordance with the chamber's bylaws, a minimum of 8 and a maximum of 18 other directors all of whom shall be elected from amongst the members by members by ordinary resolution at the Annual General Meeting of the members in each year.

The following individuals have indicated their willingness to serve a one-year term as officers and members of the Executive Committee beginning in June 2020:

Bob Chisholm, President – McDonald's Restaurants
Jeff Saunders, 1st Vice President – Teed Saunders Doyle
Jill Stairs, 2nd Vice President/Secretary – Daye Kelly & Associates

The following individuals have indicated their willingness to serve a one-year term as officers and members of the Executive Committee beginning in June 2020 and their positions on the Executive Committee will be confirmed at the first board meeting which was held directly after the AGM.

Karen Grant, Past President – Kiers Marketing
Shannon Dion, Treasurer – Bringloe Feeney, LLP
Mark MacKenzie, Executive Member – Green Imaging Technologies Inc.
Michael Melvin, Executive Member – McInnes Cooper

According to the chamber's bylaws which were adopted in May 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 serve for two one-year terms.

As a matter of information, the following directors have agreed to serve a 2nd two-year term of office:

David Shipley, Board Member – Beauceron Security Inc.
Geoff Phinney, Board Member – Fredericton Toyota
Krishna Khaitan, Board Member – AV Group NB Inc.
Mohamed Khirallah – Board Member- Roticana Coffee Company Inc.
Lindsay Bowman, Board Member – Connors Stilwell



Shawna Foster, Board Member – Moco Downtown
Cassandra Blackmore, Board Member – Fredericton Community Kitchens Inc.
Adam Peabody, Board Member – Planet Hatch

We are pleased to advise the following individuals have indicated their willingness to serve a one-year term as members of the board of directors beginning in June 2020:

Betty Blanchard, Board Member – My Closet Consignment
Fanny Bodart, Board Member – The Property Ladies
Kumaran Thillainadarajah, Board Member – Smart Skin Technologies Inc.
Dave Milburn , Board Member – Focal Point Landscape Design and Installation
Derek Sullivan, Board Member – Auto City
Beth Fairbairn, Board Member – The Learning Bar

MOTION: Bob moved to accept the slate of 2020-2021 board of directors as presented, seconded by Charlotte Burhoe, motion approved.

9. Confirmation of Vice-President and President

Mayor Mike O'Brien provided the following remarks: This is my 19th year as city councilor/mayor and I've been able to attend just about all of the chamber's AGM's during this time. What a dynamic group. Your motto is "Stronger Community Through Business Prosperity" and I agree 100%. We have exciting, bold, visionary entrepreneurs here in this city. We need growth and prosperity in our area so we can have the revenue to have the services that make our community a great place to live and do business in. Although we've had a few barriers this year, including COVID, I have great faith that if any city is poised to come back from this, then it is this city. The chamber's excellent advocacy and networking and reputation is known throughout Canada. The city has had generations of good governance that has put our city in a wonderful position. This is one of the most fiscally responsible cities in Canada which allows us to be flexible with the things that come along. We will soon be able to come back to a new abnormal. We have to work closely with our first nations and there is a need for change and reform. 2020 is going to be a great year for the city with lots of development projects on the go. Thank you Karen and Bob, the chamber is in good hands with you as president.

A. Affirmations of Vice-President and President

Mayor Mike affirmed Jeff Saunders as Vice-President for the 2020-2021 year.

Mayor Mike affirmed Bob Chisholm as President for the 2020-2021 year.



B. Passing of the Buck

At this point in the meeting the former president literally “Passes the Buck” to the new president but since the meeting was held via zoom, they will meet following the meeting, socially distanced with masks to abide by the COVID regulations.

10. New Member Acceptance

As Bob Chisholm’s first order of business, as per the chamber’s bylaws, the membership is required to vote in all new members at our quarterly meetings and this meeting is our second quarter meeting. The following are proposed as new members who have joined the Fredericton Chamber of Commerce between January 1, 2020– April 30, 2020.

3D Datacomm
Blue Crocus Solutions
Byblos Restaurant & Bar
Café Loka
Christo Loots
Commercial Properties Ltd.
Cyber NB
Darin Squire
Devon Pizza o/a New England Pizza Company
Disappearing Ink Laser Tattoo Removal
Glamp Camp Inc.
Global Tech Sense Inc.
Haridas Patel
Horus Consultancy Inc.
Innovative Medicines Canada
Jim Quigley
Leonardo Furtago Rodrigues Soares
MapleBrain Technologies Inc.
Moose Bell Products Inc.
Mwana Villages
NB Highland Games Festival Inc.
OT Fort Inc.
Perfect Humanitarian World Foundation
Plume Financial Services Inc.



Pluris Consulting Ltd.
Prison Christian Ministries Community
S/S Tire & Auto Service Ltd.
Sharief Aesthetics
Social Media Love Inc.
Sphinx Restaurant Inc.
Student Works Painting
Surface Float Inc.
Tina Tu ca.shop.com/tina2019

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

11. Incoming President's Remarks

President Bob Chisholm began by thanking Karen for her leadership over the past year as president. It has been one of the most challenging years and unique years in the history of this chamber and she kept us focused and made it happen. She met recently with Bob and gave him some advice. He thanked the chamber staff for their hard work as the world changed, staff continued to work for the members and turned it up a notch and played a key role in keeping our members informed of the COVID situation and the programs to help businesses. You worked with government and community leaders to provide input as it related to our members and the community. 2020-2021 will be known as the COVID comeback. We will comeback economically and we will comeback socially and our chamber will play a role. We will continue to lead and communicate to our members and our elected officials. We will work with other chambers, economic agencies and government departments, we have been and we will continue to be the "voice of business." We need to be one team and be focused on customer service. Our customer is the community, let's start with the shop local campaign and lead by example. To quote former US president John F. Kennedy – "Ask not what your country can do for you but ask what you can do for your country." In the past three months our country, province and city have stepped up for us so now it is our turn to step up for them.

12. Closing Remarks

Although we are unable to provide a lot of our normal events we are proud to have offered a wide range of webinars to promote our members and to encourage professional learning. Please visit frederictonchamber.ca to view these webinars and to find out more about any of our upcoming events.



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13. Adjournment

President Bob Chisholm asked for a motion of adjournment. MOTION: Mark MacKenzie moved to adjourn the meeting.