



**Fredericton Chamber of Commerce
Annual General Meeting
Thursday, June 30, 2022
Delta Hotels by Marriott Fredericton**

Attendance:

David Shipley – Beauceron Security Inc.
Shannon Dion – Bringloe Feeny, LLP
Councillor Greg Ericson – City of Fredericton
Andrew Crawford – Corey Nutrition Company Inc.
Jill Stairs – Daye Kelly & Associates
Ashley Dearing – Dearing Media
Darren Dearing – Dearing Media
Dave Milburn – Focal Point Landscaping Design and Installation
Catherine McLatchie – Foster & Company
Noel Eustace – Instant Imprints Fredericton
Andrew Moss – Moss Hachey Law
Heather Howe – The Chapman Group
Stanley Barnaby – Joint Economic Development Initiative
Karen Grant – Kiers Marketing
Michael Melvin – McInnes Cooper
Haridas Patel – Mitacs
Jordan O’Brien – Porter O’Brien
Sharon Watts – Real Estate Board of Fredericton Area Inc.
Tim Daley – Scotiabank
Michelle Paquin – Spacek Armstrong & Norrad, CPA
Rodney Blanchard – Stantec
Jenna Evans – Stiletto: Make A Point
Jeff Saunders – Teed Saunders Doyle
Fanny Bodart – The Property Ladies
Kordell Walsh – University of New Brunswick Student Union
Tosin Ajibola – Welkom.U Inc.
Betty Blanchard – My Closet Consignment
Bob Chisholm – McDonald’s
Andrew Lockart – Ignite Fredericton
Guy Robbins – Science East
Thomas Barber – The Chalmers Foundation
Mohammad Sohrabi – Gemtec
Krista Ross – Fredericton Chamber of Commerce
Morgan Peters – Fredericton Chamber of Commerce
Wendy Morrell – Fredericton Chamber of Commerce



Christine Little – Fredericton Chamber of Commerce
Jude Currie – Fredericton Chamber of Commerce
Emma Greene – Fredericton Chamber of Commerce
Adam Peabody – Fredericton Chamber of Commerce

1. **Welcome & Call to Order** – President Jeff Saunders 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, minutes from last year’s meeting, treasurer’s report, audited financial statements, nominating committee report, list of proposed new members and a copy of the annual magazine were distributed via email prior to the meeting to all individuals who registered to attend the meeting and a copy of these items were available at the meeting. Jeff asked for a motion to approve the agenda as circulated. MOTION: David Shipley moved to accept the agenda as circulated, seconded by Mike Melvin, motion carried.
 - b. **Approval of the Minutes** – Jeff asked for a motion to approve the minutes from the June 29, 2021 meeting as circulated, he reminded that the motion should be made and seconded by a member who was in attendance at that meeting. MOTION: Shannon Dion moved to approve the minutes as circulated, seconded by Bob Chisholm, motion carried.
2. **Treasurer’s Report** – The 2021-2022 year was another challenge to overcome for the chamber. As the year started, we thought would see the return of in-person events, and while they did return, they certainly did not return to the level we were accustomed to. Many events were planned and postponed and planned again due to the health restrictions at the time but we were able to host some events with restrictions in some cases and limited attendance in others. The chamber team worked hard through all the obstacles to spend efficiently in all budget categories. The chamber is fortunate to have had previous forward thinking boards who acknowledged the chamber’s strong financial position to implement a reserve policy and set aside funds for two separate reserves. We were also fortunate to be able to apply for government assistance programs to offset our current year loss from operations. Shannon thanked the members of the Finance and Audit committee for their commitment and engagement. She also thanked the board for entrusting her with the duty of Treasurer and thanked the chamber team, in particular our bookkeeper Brianne Phillips and CEO Krista for their contributions throughout the year and ensuring we stayed on target with our finances.
3. **Presentation of the Audited Financial Report** – Shannon reported that although the chamber was working with a new audit team this year from our audit company Shannon Buffett, the audit went very smoothly. The chamber’s records are well kept and there were not a lot of year end adjustments. On page 1 of the statements is the independent auditor’s report which reported a clean audit. Page 3 is the Statement of Operations which gives a picture of the chamber’s revenue and expenses for the year and outlines the activity for the year compared to the previous year. In this year we did not budget for special projects as we were unsure of what the year would bring. We were able to host some strong events and that with our strong membership and advertising revenue we ended the year close to



budget. With the special projects not being in the budget, we did end the year with a healthy surplus. The statement of changes in net assets shows that the chamber is in a strong cash position. The statement of cash flows shows that receivables are a bit high and this is due to revenue being realized and events being pushed to other months. There are no liability issues. In the notes to the financial statements this breaks down the different areas of revenue as well as any changes to accounting policies. MOTION: Shannon moved to accept the financial audited report as presented, seconded by Jill Stairs, motion approved.

4. **Appointment of Auditors for 2022-2023** – MOTION: Shannon Dion made a motion to appoint Shannon & Buffett as auditors for the 2022-2023 year, seconded by Jeff Saunders, motion carried.
5. **President’s Report** – President Jeff Saunders stated that it was an amazing year and that he has been impressed the accomplishments of the chamber team under difficult circumstances. It has been a challenging few years and the staff have handled things with grace and ease working on behalf of the members. One of the main things he appreciated this year was to be able to attend a few in-person events again and to be able to see full faces, not masked at these events. Although it has been a year of planning and postponing, our events were top notch. Jeff thanked outgoing past president Bob Chisholm for all of his hard work and commitment during a pandemic year.
 - a. **Recognition of outgoing directors** – Jeff recognized the outgoing directors:
 - Betty Blanchard** – My Closet Consignment
 - Bob Chisholm** – McDonald’s Restaurant
 - Beth Fairbairn** – Autism intervention Services
 - Daphne Noonan** – Person Centered Universe
 - Derek Sullivan** – Auto City
 - Kumaran Thillainadarajah** – Smart Skin Technologies
 - b. **Presentation of the President’s Award** – President Jeff Saunders presented the 2021-2022 Presidents Award to Dale Esson. An employee of the Province of NB Department of Health, Dale was instrumental in helping to facilitate the Workplace Rapid Testing Program. Dale was unable to be at the meeting but the Chamber will be presenting his certificate and a token of our appreciation to him at a later date.
6. **Chief Executive Officer Report** - Krista thanked everyone for attending the AGM. She said that the last two years have been about resilience. Resilience in our chamber members, our community, our board and volunteers and our staff. We expected a decrease in members when the pandemic started but here we are going strong with 1009 members thanks to the hard work of Christine Little in signing up new members and our team, along with the board ensuring that we have very good retention. We applaud our members who have worked so hard to keep their doors open throughout the pandemic and we were excited to hear the success stories from these businesses who were able to adapt and recover. We were proud to have been able to help the business community with our strong advocacy efforts and through our workplace rapid testing program. We were all saddened to hear from



businesses and sectors who were hit hard by the pandemic and we worked hard to try to support them through their difficult times and in some cases, closures.

Krista thanked the members of the board of directors and our volunteers for their dedication to the chamber at a time when their businesses needed them and we're glad to be able to hold in-person meetings again and to work collaboratively to help the business community. Thank you to Jeff Saunders for leading us through the second year of the pandemic and for his service to the membership and thank you to Bob Chisholm for leading us through the first year of pandemic challenges. Thank you to Betty, Beth and Kumaran for your two years of service on our board as well. We look forward to working with our new president Jill Stairs to see what the new year has in store for us.

Krista expressed her appreciation to the chamber team, Wendy, Morgan, Christine and Brianne and told those gathered that she feels fortunate to work with such a great team who is dedicated to the betterment of the business community and our members. Our staff have a combined 75 years' of Chamber experience. We wish Jude Currie the best of luck in her new position at the Fredericton Convention Centre, and thanked her for her work event planning over the past year. Krista was very pleased to announce that Adam Peabody will be joining the chamber team next week as the new event manager.

Finally Krista thanked the business community for continuing to #SupportFredLocal through spending and social media, etc. It is the combined efforts of all that help to keep the local business community thriving.

7. **Nominating Committee Report** – Nominating Committee Chair Jeff Saunders reported that in accordance with the chamber's bylaws the following people have agreed to let their name stand as members of the executive committee for 2022:

President – Jill Stairs, Daye Kelly & Associates

1st Vice President/Secretary – Michael Melvin, McInnes Cooper

The following individuals have indicated their willingness to serve a one-year term as officers and members of the Executive Committee beginning in June 2022 and their positions on the Executive Committee will be confirmed at the first board meeting which will follow this meeting today.

2nd Vice President – David Shipley – Beauceron Security

Past President – Jeff Saunders – Teed Saunders Doyle

Treasurer – Shannon Dion – Bringloe Feeney

Executive Member – Dave Milburn – Focal Point Landscape Design and Installation

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 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 have previously committed:

Rodney Blanchard – Stantec Consulting Ltd.
Samantha Bosca – RBC Royal Bank
Tim Daley – Scotiabank
Victoria Gillan – Mariner Partners
Asif Hasan – SimpTeck Technologies Inc.
Catherine McLatchie – Foster & Company
Jordan O’Brien – Porter O’Brien

We are pleased to advise the following individuals have indicated their willingness to serve a one-year term (which will be renewed at next year’s AGM) as members of the board of directors beginning in June 2022:

Tosin Ajibola – Welkom-U inc.
Gilles Allain – The Chalmers Foundation
Stanley Barnaby – JEDI Joint Economic Development Initiative
Fanny Bodart – The Property Ladies (2nd two year appointment)
Noel Eustace – Instant Imprints Fredericton
Jenna Evans – Stiletto: Make a Point
Michelle Paquin – Spacek Armstrong & Norrad

We would like to give our sincere thanks to the board members who will be leaving this year:

Betty Blanchard – My Closet/My home Consignment
Bob Chisholm – McDonald’s Restaurants
Beth Fairbairn – Autism Intervention Services
Daphne Noonan – Person Centered Universe
Adam Peabody – Future of You Company
Derek Sullivan – Auto City
Kumaran Thillainadarajah – Smart Skin Technologies

a. MOTION: Jeff Saunders moved to accept the slate of 2022-2023 board of directors, seconded by Jordan O’Brien, motion carried.

8. **Confirmation / Introduction – Incoming President** – Councilor Greg Ericson, brought greetings on behalf of the Mayor and council. He said that he has always been a huge supporter of the chamber and is happy to attend the event today. The chamber is so important to the culture of the city and the chamber’s advocacy efforts are greatly appreciated especially leading up to election time when we provide the ‘questions that count’ information to our membership as shared by those running for



council and for Mayor. The council is always eager to meet with the chamber to discuss priorities to help understand the needs of the business community. Thank you to all board members for serving the membership and business community.

- a. **Confirmation/Swearing in of President Jill Stairs and 1st Vice President/Secretary** – Councilor Ericson swore in President Jill Stairs and Michael Melvin as 1st Vice President/Secretary
 - b. **Confirmation/affirmation of new board members** – Councilor Ericson affirmed the new members of the board.
 - c. **Passing the Buck** – President Jeff Saunders continued the chamber’s tradition of “Passing the Buck” to new President Jill Stairs. A framed one dollar bill signed by past presidents from the last several decades was signed and passed along.
9. **New Member Acceptance** – In accordance with the chamber’s bylaws, 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 December 1, 2021 to April 30, 2022 was circulated prior to the meeting. MOTION: Jenna Evans moved to accept the slate of new chamber members as presented, seconded by David Shipley, motion carried.
10. **Incoming President’s Report** – President Jill Stairs said that it was a privilege and an honour to be the president of the Fredericton Chamber of Commerce. She thanked Bob for his years of service and leadership and thanked Jeff for everything he’s done over the past year as president. Our chamber has never been more relevant and more important to the business community. Our strong advocacy efforts see results on a regular basis and our staff work diligently behind the scenes to continue to be a powerful voice of business for all members. We’ve been able to help the business community navigate through an increasingly complex business landscape. We are fortunate to have a strong team of professionals who do their jobs with skill, enthusiasm and fun – three essential ingredients to any successful organization. And their ability to connect members with what they need is second to none. A chamber that enables us to advocate, to influence, to give back to the community, to meet, network and socialize with friends and colleagues we wouldn’t otherwise have had the opportunity to meet if we weren’t members. In the year ahead, I hope we continue to build on what we’ve learned and focus on what our members need in addition to getting back to our successful in-person events that everyone looks forward to. Jill concluded her remarks by saying “I want to assure you that my intention, and that of the board of directors is to grow the Chamber without limits. I urge you to become involved in the good work the chamber is doing.”
11. **Adjournment** – President Jill Stairs asked for a motion to adjourn the meeting, David Shipley moved to adjourn the meeting.