



GREATER KITCHENER WATERLOO  
**CHAMBER OF COMMERCE**  
BUSINESS BUILDING COMMUNITY

## **THE GREATER KITCHENER WATERLOO CHAMBER OF COMMERCE 2024 ANNUAL GENERAL MEETING**

Tuesday, September 17<sup>th</sup>, 2024, at 4:00 PM  
Maxwell's Concerts & Events, Waterloo

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### **WELCOME**

Chamber Board Chair, Scott Gilfillan, extended a welcome to Chamber members and guests in attendance.

### **CALL TO ORDER**

Chamber Board Chair, Scott Gilfillan, called to order the business portion of the 2024 Annual General Meeting of The Greater Kitchener Waterloo Chamber of Commerce, declaring a quorum (25 members). With notice having been properly given, he declared the meeting properly constituted to conduct business.

### **APPROVAL OF THE MINUTES**

Scott Gilfillan calls for a motion for approval of the 2024 Annual General Meeting Minutes.

*M: Mariam Rasool /S: Geraldine Stafford move that the Minutes of the Annual General Meeting of The Greater Kitchener Waterloo Chamber of Commerce held September 17<sup>th</sup>, 2024, be adopted as circulated. Carried*

### **CHAIR'S REMARKS**

Chamber Chair Scott Gilfillan summarized his term as Chair of the Board of Directors during 2023-2024. He highlighted the many successes and accomplishments of the Chamber during the past year and recognized the significant contributions of Chamber board members, volunteers, and staff.

### **FINANCIAL REPORT**

Chamber Audit Finance Committee Chair, Brad Dunbar, reviewed the Chamber's Financial Statements at year ended June 30<sup>th</sup>, 2024. On the recommendation of the Board of Directors, Brad Dunbar moved their acceptance.

*M: Brad Dunbar/S: Carleen Carroll that the Financial Statements year ended June 30<sup>th</sup>, 2024, as audited by the firm of RLB LLP be approved. Carried*

### **APPOINTMENT OF THE AUDITORS**

Scott Gilfillan advised that the Board of Directors recommends to the membership that the firm of RLB LLP be appointed auditors for the next fiscal year.

*M: Mohsan Abdullah S: Mariam Rasool that the firm of RLB LLP be appointed auditors for The Greater Kitchener Waterloo Chamber of Commerce for the 2024-2025 fiscal year. Carried*

### **RATIFICATION OF BUSINESS**

Scott Gilfillan calls for a motion for ratification of Chamber Business.

*M: Everton Wilmot /S: Chris Andree that by-laws, resolutions, minutes, contracts, appointments and payments, acts and proceedings of the Board of Directors and Officials of The Greater Kitchener Waterloo Chamber of Commerce, up to the present time, be hereby ratified and approved and said Directors and Officers released from all liability herewith. Carried*

## **RESULTS OF THE 2024 ELECTION OF THE BOARD**

Scott Gilfillan, on behalf of the Nominating Committee, explained the election process and noted that, as no independent nominations were received by May 3rd, 2024, the deadline, an election was not required. He confirmed that by the Chamber's by-laws, a Nominating Committee appointed by the Board had recommended three candidates for the available positions.

Gina Hudel, Vice Chair of the Board, read the Slate of Nominees for the 2024-2025 Board of Directors:

*Ruben Domingos, TD Commercial Banking  
Cathy Snyder, Nopak Canada Inc.  
Stephanie Soulis, Little Mushroom Catering*

Scott Gilfillan called for discussion, then asked for a vote. With no opposition, the motion was carried.

Scott Gilfillan called for a motion to appoint directors for an additional two-year term. These individuals are currently at the end of their 2-year term and will be appointed for another 2-year term:

*Carleen Carroll, Wilfrid Laurier University  
Shelley Forwell, WalterFedy  
Nick Heffner, Heffner Lexus & Heffner Toyota  
Mariam Rasool, STELCO  
Roberto Villamar, COHECO S.A.*

*M: Chloe Hamilton / S: Mohsan Abdullah move that Carleen Carroll, Shelley Forwell, Nick Heffner, Mariam Rasool, Roberto Villamar, be appointed for a 2-year term commencing the 2024–2025 fiscal year.” Carried*

Scott Gilfillan announced that the following individuals form the 2024-2025 Board of Directors for The Greater Kitchener Waterloo Chamber of Commerce:

*Mohsan Abdullah, Token Creative Services, Chris Andrée, Gowling WLG, Carleen Carroll, Wilfrid Laurier University, Ruben Domingos, TD Commercial Banking, Brad Dunbar, Dunbar & Associates, Professional Corporation, Shelley Forwell, WalterFedy, Scott Gilfillan, PWC, Chloe Hamilton, Warm Embrace Elder Care, Nick Heffner, Heffner Lexus & Heffner Toyota, Gina Hudel, CanCannot, Ajoa Mintah, Four All Ice Cream, Mariam Rasool, STELCO, Cathy Snyder, Nopak Canada Inc., Stephanie Soulis, Little Mushroom Catering, Geraldine Stafford, Waterloo Region Police Services, Roberto Villamar, COHECO S.A., Everton Wilmot, Wilmot Technologies Inc.*

## **OFFICIAL INDUCTION OF THE 2024-2025 BOARD OF DIRECTORS**

City of Kitchener Mayor, Berry Vrbanovic, officially inducted the members of the Board of Directors for The Greater Kitchener Waterloo Chamber of Commerce for 2024-2025.

## **ACKNOWLEDGEMENT & RECOGNITION**

Scott Gilfillan thanked the Chamber's Corporate Partners for their support of the Chamber and mentioned that the partners were listed in the Chamber's Annual Report, which was part of each attendee's package. Scott Gilfillan recognized the following individuals who completed their terms on the Chamber's Board of Directors: Glen Thorpe and Ron Gagnon.

## **MEETING OF THE BOARD OF DIRECTORS OF THE GREATER KITCHENER WATERLOO CHAMBER OF COMMERCE**

Scott Gilfillan announced that a short meeting of the Board of Directors would now be held to appoint the Executive Committee for 2024-2025. He then called the meeting to order.

### Appointment of the Executive Committee for 2024-2025

Scott Gilfillan stated that in accordance with the Chamber by-laws, the Board of Directors recommends the appointment of the members of the Executive Committee for a one-year term.

*M: Shelley Forwell /S: Chris Andree that the Appointed Officers for a one-year term on the 2024-2025 Executive Committee be: Brad Dunbar, Chair, Scott Gilfillan, Past Chair, Carleen Carroll, Vice Chair, Gina Hudel, Vice Chair, Mariam Rasool, Treasurer, Mohsan Abdullah, Secretary. Carried*

### Adjournment of Board Meeting

Scott Gilfillan called for a motion to adjourn the Board meeting.

*M: Geraldine Stafford: /S: Carleen Carroll that all business having been conducted, the Board meeting is adjourned. Carried*

### Other Business & Adjournment of Annual General Meeting

Scott Gilfillan inquired whether there is any further business and called for a motion adjourning the Annual General meeting.

*M: Roberto Villamar/S: Chloe Hamilton, that all business having been conducted, the Annual General Meeting is adjourned. Carried*

### Chair's Remarks - Introduction of Speaker

Outgoing Chair Scott Gilfillan delivered closing comments and welcomed Brad Dunbar, Chair of the 2024-25 Board of Directors, to conclude the event. Brad Dunbar expressed gratitude to Scott Gilfillan, thanked Scotiabank as Speaker Sponsor, and introduced James Dannemann.

### Introduction of James Dannemann, District Vice-President, Waterloo Region District for Scotiabank

James Dannemann provided remarks and introduced Andy Nasr, Chief Investment Officer for Scotiabank.

### Chair's Closing Remarks

Brad Dunbar thanked our Event Sponsors:

- Cowan Insurance Group
- Maxwell's Concerts & Events
- Platters Catering & Events Inc

And our Speaker Sponsor:

- Scotiabank

**Printed Name of Meeting Presiding Officer:**

**Brad Dunbar**

**Signature of Meeting Presiding Officer:**

