

Board of Directors Meeting
December 2, 2025
Rescheduled - February 3, 2026 @ 6pm
[Click Here to attend via Zoom](#)

1) Roll Call, Quorum & Welcome

1	P	Bouffard, Claude	President
2	P	Lavalley, Angele	Vice President
3	P	Parent, Lyne	Treasurer (Trainee)
4		Allen, Julie	Treasurer (Transitioning)
5		Olsen, Steve	
6		Pothier, Mathieu	
7	P	Grubic, Nikola	
8	P	LeBlanc, Lorraine	
9	P	Laframboise, Julie	
10		Pitre, Justin	
11		Schneider, Willy	
12	P	Biro, Suzie	New Board Member
	P	D'Amour, Jill	ED
			7 attendees

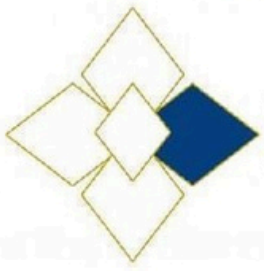
Claude welcomed everyone to the meeting at 6:00pm

2) Approval of Agenda & Declaration of Conflict of Interests

Motion	<i>That the agenda for this meeting be approved and conflicts of Interest have been declared and acknowledged</i>
Moved	Lyne P
Seconded	Lorraine
All in Favour	Yes
Conflicts Declared	None

3) Approval of Previous Minutes - August 5, 2025

Motion	<i>That the minutes from the previous meeting be approved and published.</i>
Moved	Angele
Seconded	Lorraine
All in Favour	Yes



Julie A. was to present along with Lyne in December when the meeting was originally to take place. Lyne has fully taken over the treasurer position now (Feb 3) and Julie did not need to attend the meeting.

4) Financial Report

[Lyne & Julie]

Motion	<i>That the presented financial statement(s) and balance sheet(s) be approved as presented.</i>
Moved	Lorraine
Seconded	Julie L
All in Favour	Yes

Lyne: Presented the income statement as in the document.

5) Proposed Expansion of Chamber Role, Funding Opportunities & Staffing

[Lorraine]

“The future direction of SECC” - see SECC Vision document included in folder. Lorraine suggested the board comes together to do a strategic plan. With an increase in businesses and population growth in the area, she expresses the importance of partnering with municipalities and looking for funding to help improve the chamber. It’s agreed that the Strategic Plan is imperative for the chamber to be sustainable. Claude has spoken with Neil Fox from Economic Partners who has experience in strategic planning and would be interested in facilitating the planning for the chamber. Claude will discuss with Neil when he would be available, and if there would be any cost. Once a timeline is established, Jill will go to the board and invite all to join. Lyne suggested waiting for the Strat plan before the draft budget is completed in order to incorporate the ideas.

The suggestion is to bring Jill to full time - 35hrs/wk, hire a part time staff and 2 summer students to help alleviate the workload. This will be an extra \$27000 that chamber would need.

6) Open Discussion

[Board and Staff]

- New board members with different skill sets are important for the chamber to thrive. Although board members are not typically voted in until the AGM.
- Having a computer that is delegated to the chamber and has all chamber information and programs (sage50) on it. There should be a grant that could cover the cost for this.
- Invoices for the year have been issued. We may look at using Wix instead to issue invoices if it is easier.
- CoOp can be approached and see if they would be willing to offer members a discount on fuel. Much like the infinity partners and the MAP.
- We need to create an Ad-Hoc committee for memberships and to encourage businesses to join.



7) Adjournment

Motion	<i>That the meeting be adjourned at 6:48pm</i>
Moved	Lyne
Seconded	Nick
All in Favour	Yes

_____*Claude Bouffard*_____

President Claude Bouffard
Approved on behalf of the Board of Directors

Upcoming General Meetings 2026

April 7, 2026

August 4, 2026

November AGM - TBD

December 1, 2026