

BOARD MINUTES

Speaker Series Lunch



NOTICE OF MEETING

June 12, 2019 @ Noon
Coaldale Inn

The Coaldale and District Chamber of Commerce | Box 1117, Coaldale AB, T1M 1M9
Ph: 403-345-2358 | info@coaldalechamber.com | coaldalechamber.com

Attendance: **Beverly Thomson**, North & Company; **Bill Chapman**, Town of Coaldale; **Conrad Van Bostlen**, Graham's Garage; **Daryl Tonin**, Stop N Go; **Derek Connick**, Westland Insurance; **Doreen Lloyd**, Town of Coaldale; **Everett Duerksen**, EJD Machacek LLP; **Jack Penner**, NAPA Auto Parts; **Jack Van Rijn**, Van Rijn Electric; **Jackie Pitstra**, Coaldale Dental; **John Pollemans**, Pollemans Home & Rental; **Katrin Sexton**, Mccain's; **Kalen Hastings**, Town of Coaldale; **Kim Craig**, Town of Coaldale; **Lacey Klassen**, Jake Klassen Plumbing; **Lindsey Versteeg**, DRV Transport; **Maureen Gaetz-Faubert**: Head to Heart; **Nikki Jamieson**, Sunny South News; **Norbert Altvater**, Altvater.ca; **Randy Van Seters**, ITB; **Rene van de Vendel**, Destiny Homes; **Renita Versteeg**, DRV Transport & Rentals; **Robert Horvath**, Lethbridge County; **Rodger Hohm**, Town of Coaldale; **Scott Wall**, Alberta Work Place Solutions
Terry Roosen, Scotiabank;

Guests: Marty Clarke, Peninsula HR Consultants
Colleen Van Raalte, Executive Assistant

1. CALL TO ORDER

2. APPROVAL OF AGENDA

2.1. Addition of Deletions.

MOTION

MSC: J. Van Rijn/D. Connick

BIMT Board approves the agenda.

Carried

3. APPROVAL OF MINUTES

3.1. Board meeting of June 12, 2019

MOTION

MSC: J Pollemans/R. Van Seters

BIMT Board approves the agenda.

Carried

4. WELCOME AND INTRODUCTIONS

4.1. Round Table Introductions

-Omitted due to time constraints.

5. MEMEBERSHIP

5.1. Head to Heart – Maureen Gatz-Faubert

-Licenced life coach and teacher.

-You are welcomed to join me at a presentation on July 4 at 7pm at the library.

-Passionate about the mind body connection.

-How to heal both physically and emotionally; how they are connected.

-Visit website headtoheart.ca for more details.

MOTION

MSC: E. Duerken / T. Roosen

BIMT Board approves Head to Heart as new members to the Coaldale Chamber.

Carried

6. ADDITIONS

- 6.1. Attention Community Service Providers: In appreciation of your service to the community of Coaldale, the Coaldale Inn would like to invite you to impromptu “Happy Appy Hours” from **2pm to 6pm on Friday, June 14**. The Coaldale Inn will treat you to complimentary delicious appetizers and beverages. Feel free to stop by any time or stay for the whole time – we would be honored if you would join us!
- 6.2. Doreen Lloyd is working on a business time line and is asking businesses to review their info.

7. TOWN COUNCIL PRESENTATION

- 7.1. Kalen Hastings – CAO, Town of Coaldale
 - The Revitalization Project for the downtown core to start in 2020
 - We are gathering input from community then it goes out to tender at the end of 2019.
 - Civic Square project.
 - Location in down town on Main Street.
 - Council has been working on a long term strategic plan since 2017.
 - Councils Vision for economic Development in Coaldale: Continue making Coaldale a vibrant innovative and inviting commerce centre by
 - 1)Injecting life into stagnated areas and to kick-start certain elements of Coaldale’s community/economy.
 - 2)Focus on recruiting new businesses to Coaldale.
 - 3)Business attraction and retention.
 - 4)Undertake initiatives that set-up the private sector for long term success.
 - Strategies to facilitate this include:
 - 1)Investing in Main Street.
 - 2)Strategic land purchases.
 - 3)Improve the visibility and marketing profile of the Town’s NE Industrial Area.
 - 4)Improve access to the NE industrial area with a “ring road”.
 - 5)Promote local businesses by featuring them at community events when possible.
 - 6)Collaborate with the business community to create an interactive economic development website for the town.
 - 7)Invest in recreational infrastructure that will attract sport and recreation-focused events and activities.
 - 8)Develop promotional material that lets the world know why Coaldale is such a great place to live, work and play
 - What is Civic Square: a two story commercial office building - offering approximately 10,000 square feet per story - and an outdoor civic space.
 - Building along with parking amenities are to be located in the vacant lots adjacent to Westland Insurance.
 - Lease options will be made available on the 1st floor to businesses and groups with the added benefit of shared common amenities such as washrooms and a boardroom.
 - South Grow, a regional economic development organization, will also have incubator offices available for new businesses to rent.
 - The 2nd floor will be the new location of the Town Office.
 - Lease options will be made available for any residual space on the second floor.
 - The outdoor civic space will be designed as a multiuse use site; to provide parking during business hours and an outdoor gathering space which could be used to host outdoor events, markets, etc.
 - Town office portion (2nd Floor): \$3.5 Million
 - Commercial and common area (1st Floor): \$4.1 Million
 - Outdoor civic space and parking lot: \$1 Million
 - A portion of the cost will be covered by Town office replacement reserves (approximately 2M), selling of existing building, grants, income from rentals and leases.
 - Architect Ian Moxon is working on building design.
 - The Town is encouraging private developers to take on the entire Civic Square project with the idea that the Town would purchase a commercial condo on the second floor.
 - New commercial space is projected to generate \$84,000 in tax revenue.
 - Question Period: How much revenue has been generated from strategic land acquisition.
 - Three houses were purchased at an average of \$240,000 per house. Other sales have not been confirmed yet.

8. KEYNOTE SPEAKER

8.1. Peninsula HR Consultants – Marty Clarke

- Marty graduated with an Ag degree from University of Manitoba.
- Worked at a bank in Lethbridge and in the publishing and digital marketing field.
- Peter Done had a legal HR predicament which fuel the idea of Peninsula.
- We deal with small and mid-sized company and help them with HR services.
- Peninsula originated in the UK and in just a few years has become a market leader.
- They opened an office in Calgary this year.
- Overview for today...
- Peninsula can help develop employment contracts and agreements.
- Detailed agreements to mitigate costs due to negative employee outcomes.
- Policy and procedures manual development so that both employer and employee have a clear level of expectation. This also covers the employment standard laws associated with employment.
- Businesses need the right documentation in place to protect the business for situations such as wrongful dismissal suits.
- Can also protect the employee when tragic situations strike.
- Do you feel in control, do you have proof?
- Having a plan in place can save your business money, especially in the case of something like a wrongful dismissal suit.
- Compliance, Control, Confidence, Caring.
- Focus is on removing ambiguity.
- Government agencies can come in by law and ask for applicable records. Employment records, time sheets, policy and procedure manuals, etc.
- With assistance from Peninsula we can help mitigating these HR problems.
- Peninsula can help by providing policies and programs to achieve compliance with essential requirements, offers 24/7 service, and can assist with the development of legal documentation.
- Peninsula has a simple and easy to use on-line service to assist you with HR management.
- When you are a member with Peninsula, expenses for lawyers and legal fees are covered by Peninsula.
- 5 year term for five employees is about \$400 a month.
- Offering a discount through the chamber at approximately 5%.

9. NEXT MEETING

September 11, 2019 at Noon
Coaldale Inn

10. ADJOURNMENT

MOTION

MC: T. Roosen

BIMT Board adjourns the meeting for June 12, 2019.

Carried