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

- Attendance:** René van de Vendel, *Destiny Homes Inc.* - President;
Terry Roosen, *Scotiabank* – 1st VP;
Jack Van Rijn, *Van Rijn Electric LTD* – 2nd VP;
Leonard Fast, *Leonard D. Fast Law* – Corporate Secretary;
Graham Duke, *KPMG* – Treasurer;
John Pollemans, *Pollemans Homes & Rentals*, – Director-at-large;
Derek Connick, *Westland Insurance Group Ltd.* – Director-at-large;
Daryl Tonin, *Stop N’ Go* – Director-at-large;
- Regrets:** Darlene Van Schouwen – Director-at-large;
Everett Duerksen, *EDJ Machacek LLP* – Past President
- Guest:** Colleen Van Raalte – Executive Director

1. CALL TO ORDER

2. APPROVAL OF AGENDA

Addition or Deletions

MOTION

MSC: J. Van Rijn/T. Roosen

BIMT the Board approves the agenda.

Carried

3. APPROVAL OF MINUTES

3.1. Executive Meeting – September 2, 2020

MOTION

MSC: T.Roosen/J. Pollemans

BIMT Board approves the minutes of September 2, 2020.

Carried

4. ACTION ITEMS FROM AUGUST 5 MEETING

4.1. **Action: Business should be approach about this event. Board members will be assigned a list of businesses to reach out at a later date. (Complete)**

4.2. **Action: Terry to speak with Graham to get his advice on the matter of GIC’s. (Complete)**

-Rates are not good.

-Recommendation is made to move \$10,000 from general account into a GIC.

-General account should be kept above the min of \$10,000 to avoid service fees.

-Action: Terry is tasked to set up a new GIC.

MOTION

MSC: G. Duke / J. Van Rijn

BIMT Board approves to move \$10,000 from the general account into a GIC.

Carried

5. FISCAL REPORTING AND BILLS JUNE

5.1. Bank Statements August (Insert 5.1)

5.2. Income from Chamber Plan \$692.00

5.3. Income from Peninsula \$682.29

5.4. Profit and Loss Comparison (Insert 5.4)

5.5. Aging Summary Report (Insert 5.5)

- 5.6. Outgoing Payments
 - 5.6.1. Telus December – **\$40.45 (Direct Withdrawal)**
 - 5.6.2. VRVA (36.39 hr) – **\$1,091.70 (Cheque)**
 - 5.6.3. Coaldale Inn - **\$124.21 (Cheque)**

MOTION

MSC: D. Connick / J. Pollemans

BIMT the Board approve the expenses as presented.

Carried

6. SUB COMMITTEE REPORTS

6.1. Executive – René van de Vendel

6.1.1. Board member withdrawal: Randy Van Seters.

-Randy sent an email officially withdrawing himself from the Chamber Board.

-He conveys his avid support for the work done at the Chamber.

-Event Committee Chair is now vacant, to be filled at a later date.

-Action: Colleen is tasked with sending a letter to Randy.

-Darlene has not been able to attend meetings for some time.

-Action: René to reach out to Darlene asking for an official response as to her involvement with the Chamber on the board level.

MOTION

MSC: D. Connick / J. Pollemans

BIMT the Board accept the resignation of Randy Van Seters.

Carried

6.1.2. Quarterly Budget Report – Graham Duke

-Presentation of the third quarter report is presented.

-The Chamber is in good financial standing.

-Colleen thanks Graham for keeping an eye on the books, ensuring accuracy.

-Graham and Colleen plan to meet to clean up some of the accounts in QuickBooks.

-The board is pleased with Graham's work on the budget.

6.2. Membership – Terry Roosen

6.2.1. New Membership Request – Telus (*Total membership = 99*)

MOTION

MSC: T. Roosen/J.Pollemans

BIMT the Board approve and welcome Telus as a member to the Coaldale Chamber Commerce.

6.2.2. Membership inquiries – Red Umbrella, Mortgage Broker Inc., Dash Delivers

6.2.3. Membership recruitment – Silver Spec, Inland Screw Pile, Royal LaPage, Whole Leaf Foods, Tim Hortons, Subway

6.2.4. Need to start evaluating membership fees for January

-Our website has just been released promoting all the Chamber services.

-We should probably keep our rates as status quo.

-Our priority should be focused on recruitment.

6.3. Local Advocacy – Leonard Fast

-Leonard regrets not being able to provide an adequate report citing health issues.

6.4. Political Advocacy – Derek Connick

Canadian Chamber, Alberta Chamber and Hwy 3 Twinning update

-Promotion of the COVID Rent Abatement Program is being pushed.

-There is chatter about the replacement of CERB but nothing concrete to report on.

-Hwy 3 Twinning is expanding its priorities to include Seven Persons. They have had successful negotiations with the Piikani Nation regarding this project.

-Construction of the Hwy Twinning project is slated to take place sometime next year.

- 6.5. Community – Daryl Tonin
Downtown reopening budget
- Block party slated to take place October 23, pending weather conditions.
 - Thanks to the board for sharing in the task of reaching out to businesses. Business were asked if they supported this event and how they see their business participating with this event. A vast majority of businesses supported this event.
 - Town and their employees will take care of event execution.
 - Town is asking of the Chamber to donate financially to this event, assisting in coverage of expenses such as rentals for tents, tables and chairs.
 - Leonard indicated his desire to support this event and would like to donate \$200 to the chamber to cover expenses of their involvement of this event. (e.g. coffee or hot chocolate station).
 - Jack recommends having a banner produced with our logo on it.

MOTION

MSC: J. Van Rijn/L. Fast

BIMT the board approves the contribution \$1,000 to the Town of Coaldale, to cover some of the expenses for the downtown re-opening event taking place October 23, 2020.

Carried

6.6. Events – (Chair Vacancy)

6.7. Communications – Jack Van Rijn

6.7.1. Signage

- Chamber sign by Home Hardware needs to be changed and be moved to the old 7-11 spot.
- The Town has made the request to move the sign so permits will not be a problem.
- Action: Jack will make arrangements to change the message on the sign and have the sign moved to the new location.**

6.7.2. Sunny South News Ad.

- BOGO event \$279 + GST = \$292.95
- Blanket coverage for Oct 13 and 20.

6.7.3. Social Media Promotion – Tabled

6.7.4. Job Postings

- Job posting feature on the website is going well, employers and prospective employees are engaging in this service. Great asset to use with recruitment.

6.7.5. Website Update: 400 visitors.

Top 5 Page Views: Home, About us, Discounts, Job Local, Job Postings

6.8. Executive Director – Colleen Van Raalte

6.8.1. Peninsula Payments

- Colleen has been in communication with Peninsula.
- Was able to secure our fee from the one business who signed up.
- Members are to receive a 15% discount in services. Chamber will receive a one-time signing bonus of 5% of the total contact, after the client has used the service for 3+ months.
- A noted was made that if the Chamber helps to promote these services on an ongoing basis, then it would be nice to see an annual fee, rather than a one-time fee, similar to the Chamber Plan.

6.8.2. Photocopier was sold to C.V. Benefits for \$450.

7. OLD BUSINESS

7.1. AGM – Proposed date and details (Society Annual Return)

-Event to be hosted November 18, 2020.

-Action: Colleen to book the Community Hall for this event

-Action: Executive to take care of the other particulars for the event to take place, include the provision of Alberta Health COVID signage, hand sanitizer and masks as well as the possibility of serving a muffin or donut with a beverage.

7.2. Speaker Series

-Event to take place on Wednesday, October 14, 2020.

-Action: René will check with Spencer or other town reps regarding a presentation

-Action: Terry will reach out to Staff Sargent Henry for an opportunity to speak. (Terry has confirmed he will be able to present in December)

8. NEW BUSINESS

8.1. Shaw – Leonard Fast

-We stated receiving collection calls once again regarding Shaw account. We thought this was reconciled last year but now they are calling again. Leonard has resent a letter to Shaw and collection agency around January 25, 2020 regarding this matter.

8.2. Citizens for a better Coaldale and Coaldale Chamber relationship

-We have received a few questions from the community inquiring about the Chamber and it's relationship to the group Citizens for a Better Coaldale.

-To be clear, the Coaldale Chamber has no relationship with the group Citizens for a Better Coaldale.

9. UP COMING MEETINGS

October 14, 2020 @ Noon– Speaker Series

November 4, 2020 @ Noon – Board Meeting

November 18, 2020 @ Noon – AGM, Community Hall (Tentative)


10. ADJOURNMENT

MOTION

MC: J. Van Rijn


BIMT Board approves to adjourn the meeting.

Carried


Terry Roosen
2nd First Vice President

Jack van Rijn


Date


Leonard Fast
Corporate Secretary


Date