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The Coaldale and District Chamber of Commerce | Box 1117, Coaldale AB, T1M 1M9  
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**Attendance:** **René van de Vendel**, Destiny Homes Inc. - President  
**Terry Roosen**, Scotiabank – 1<sup>st</sup> VP  
**Jack Van Rijn**, 476380 Alberta Ltd. – 2<sup>nd</sup> VP  
**Graham Duke**, KPMG – Treasurer  
**Derek Connick**, Westland Insurance Group Ltd. – Director  
**John Pollemans**, Pollemans Homes & Rentals - Director  
**Daryl Tonin**, Stop N’ Go – Director  
**Robert Woolf**, Crop Innovations Inc - Director

**Regrets:** **Leonard Fast**, Leonard D. Fast Law – Corporate Secretary  
**Jack Penner**, NAPA Auto – Director  
**Everett Duerksen**, EDJ Machacek LLP – Past President

**Guest:** Colleen Van Raalte – Executive Director

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**1. CALL TO ORDER AND WELCOME**

**2. APPROVAL OF AGENDA**

2.1. Addition or Deletions

**MOTION**

**MSC: J. Van Rijn/T. Roosen**

**BIMT the Board approves the agenda.**

**Carried**

**3. APPROVAL OF MINUTES**

3.1. Board Meeting – February 3, 2021

**MOTION**

**MSC: T. Roosen/D. Connick**

**BIMT the Board approves the minutes.**

**Carried**

**4. ACTION ITEMS FROM FEBRUARY 3 MEETING**

4.1. ACTION: René to schedule a meeting between Colleen and the executive committee for later in February. (Complete)

-Scheduled for Thursday, March 11 at noon taking place at Franco’s

4.2. ACTION: Derek to submit all applicable nominations for the Alberta Business Awards of Distinction on behalf of the Coaldale Chamber. (Complete)

4.3. ACTION: Jack VR to send out a condolence card on the passing away of Steve Bari from Trimline 360 on behalf of the Coaldale Chamber. (Complete)

4.4. ACTION: René to reach out to Leonard to find out if he needs help and/or if he can fulfill his responsibilities as Local Advocacy Chair. (Complete)

**5. FISCAL REPORTING AND BILLS FEBRUARY**

5.1. Bank Statements February (Insert 5.1)

5.2. Profit and Loss Comparison (Insert 5.2)

5.3. Balance Sheet (Insert. 5.3)

5.4. Aging Summary Report (Insert 5.4)

- 5.5. Income
  - 5.5.1. Chamber Plan- \$699.10
  - 5.5.2. Peninsular Referral - \$776.30
- 5.6. Outgoing Payments (Insert 5.5)
  - 5.6.1. Telus December - **\$40.45 (Direct Withdrawal)**
  - 5.6.2. Google - **\$7.80 (Direct Withdrawal)**
  - 5.6.3. Warwick Printing Invoice **\$205.94 (Cheque)**
  - 5.6.4. VRVA - 39.76 Hrs - **\$1252.44 (Cheque)**
    - Colleen sends a report to René every month.

**MOTION**

**MSC: J. Van Rijn/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. One Drive access for board/executive
  - Currently René and Colleen have full access to OneDrive
  - Should everyone have access to everything?
  - Should committee chairs have access to committee folders?
  - Fewer people who have editing access is better.
  - Executive has access to everything for view only.
  - Committee chairs are granted access to their folders as view only.

**ACTION: Colleen to set OneDrive access accordingly.**

6.1.2. Meeting methods

- Do we want to meet in person or keep hosting meeting via Zoom?
- We can safely meet with social distancing at Franco's.
- Subsequent Board meetings will take place at Franco's, unless new COVID health restrictions come into place.

6.2. Membership – Terry Roosen

6.2.1. Speaker Series.

- Ideas include - mental health in the workplace, COVID vaccinations in the workplace, EJD breakdown of the provincial budget, minister of advanced education to discuss post-secondary education, cyber security.
- Trying to come up with a plan for next meeting.
- Berry Mullaney from Alberta Labour Branch is already scheduled for March 10 but is available on March 17.
- Board agrees to move meeting to March 17.
- Booking speakers a few months in advance is encouraged.

6.3. Local Advocacy – Leonard Fast

- Joint Town Survey – waiting to hear back from Cameron Mills.
- Colleen to forward a list of questions from the Chamber to Leonard for his approval.

6.4. Political Advocacy – Derek Connick

6.4.1. Alberta Business Awards of Distinction 2021

- Nominations have been submitted.

6.5. Community – Daryl Tonin.

- The Town is hosting a seniors advisory committee meeting via Zoom on March 17, 2021.
- Town is hosting a community Easter scavenger hunt. Food bank might be having a BBQ, if health restrictions allow for it.
- ACTION: Daryl to reach out the Food Bank to see if they need assistance from the Chamber.**
- Coaldale 5k Family Fun Run is hosting a virtual race on April 19-26.

6.6. Events – Robert Woolf

6.6.1. A&A Banquet (Insert 6.6.1)

- Event date is May 8
- Developed a budget
- Town is willing to use their \$2000 donation from last year towards this year’s event.
- We reached out to two different companies for video services which is reflected on the budget. Cost two is what we will be going for.
- Right now we need to come up with some funds to cover some of our expenses. We are hoping to do that through business sponsorships.

**MOTION**

**MSC: R. Woolf/G. Duke**

**BIMT the Board approves the budget for the A&A Virtual Event as presented.**

**Carried**

6.7. Communications – Jack Van Rijn

6.7.1. Alberta Online (Insert 6.7.2)

- Colleen reports on behalf of Jack.
- This is an online business listing service similar to Yellow Pages or Super Pages.
- They are wanting to partner with the Coaldale Chamber. The Chamber would help to promote this service to our membership.
- The board directs Jack to take care of any necessary arrangements.

6.8. Director - Jack Penner

N/A

6.9. Executive Director – Colleen Van Raalte

6.9.1. Membership renewals. We have received about half of the payments.

6.9.2. Mings garden is asking for a membership sticker for 2021.

**ACTION: Colleen to secure quote and present info at the next board meeting.**

**7. NEW BUSINESS**

**7.1. N/A**

**8. UP COMING MEETINGS**

March 17, 2020 @ Noon – Speaker Series

April 7, 2020 @ Noon – Board Meeting

**9. ADJOURNMENT**

**MOTION**

**MS: J. Pollemans**

**BIMT the Board approves to adjourn the meeting.**

**Carried**

René van de Vandel  
President

Date

APR 12 2021

Jack Van Rijn  
2<sup>nd</sup> Vice President

Date