
The Coaldale and District Chamber of Commerce | Box 1117, Coaldale AB, T1M 1M9
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Attendance: **Bobby Gathercole**, Grassroots Realty South – 1st VP
Jack Van Rijn, 476380 Alberta Ltd. – 2nd VP
Devin Phalen, ATB Financial – Corporate Secretary
Daryl Tonin, Stop N’ Go – Director
Clayton Varjassy, Cottonwood Records – Director
Mandy deLeeuw, Manik Signs and Graphics – Director

Regrets: **Robert Woolf**, Crop Innovations Inc., – President
Yumara Coteron, Sunny South Lodge – Director
Darcy Turner, Scotia Bank – Treasurer
Leonard Fast, Leonard D. Fast Law – Director
Jack Penner, NAPA Auto – Director
René van de Vendel, Destiny Homes Inc. – Past President

Guest: Colleen Van Raalte – Executive Director

1. CALL TO ORDER AND WELCOME

2. APPROVAL OF AGENDA

2.1. Addition or Deletions

MOTION

MSC: J. Van Rijn / D. Tonin

BIMT the Board approves the agenda.

Carried

3. APPROVAL OF MINUTES

3.1. Board Meeting – May 7, 2025

MOTION

MSC: C. Varjassy / D. Phalen

BIMT the Board approves the minutes of May 7, 2025.

Carried

4. ACTION ITEMS FROM MAY MEETING

ACTION: Colleen to draft letters of congratulations to Mark Carney and Racheal Thomas. (Complete)

ACTION: Colleen to setup calendar for Business engagement visits, Thursday Mornings 10:30am to 11:30am twice a month. Start next Thursday, every other Thursday. (Complete)

ACTION: Concerning a traditional office space for the Coaldale Chamber, Robert will investigate potential rental space and develop a budget which will include the cost of office space, office set up and wage implications and present to the board at the next meeting.

ACTION: Darcy to connect with Ross Lamb to determine a topic title to promote as well as ask him to develop three questions for the end of the presentation for table discussion. (Complete)

ACTION: Jack Van Rijn to reach out to NewCold to secure a tour for the B2B meeting taking place

September 17, 2025.

-Will arrange closer to September.

ACTION: Darcy to reach out to the Town of Coaldale to determine if we can host the municipal Forum at Civic Square.

ACTION: Colleen to submit our Chamber's story to the Canadian Chamber of Commerce for its 100 year celebration. (Complete)

ACTION: Colleen to circulate CCC Stampede event to the membership. (Complete)

ACTION: Darcy will reach out to our insurance provider, Westand Insurance, to secure a quote for a Market Liability Insurance policy or to see if this event can fall under the Coaldale Chamber's current Business Insurance policy. (Complete)

ACTION: Clayton will strike up this committee, recruiting a variety of volunteers from the Chamber, Town of Coaldale, and general community. Clayton will also develop an event budget and present to the Chamber Board.

5. 90 DAY ROCKS CHECKINS (On Track/Off Track)

-Municipal Forum - Darcy

6. FISCAL REPORTING AND BILLS MAY

6.1. Bank Statements (Insert 6.1)

6.2. Statement of Activity (Insert 6.2)

6.3. Statement of Financial Position (Insert. 6.3)

6.4. Aging Summary (Insert 6.4)

6.5. Budget vs. Actuals Comparison (Insert 6.5)

6.6. Investment Statement (Insert 6.6)

6.7. Chamber Plan Statement \$973.83 (Insert 6.7)

6.8. Outgoing Payments (Insert 6.8)

6.8.1. VRVA – **\$1,764.73 (Cheque)**

Admin services 41.87 Hours – \$1,538.72

Farmers Market 6.15 Hours – \$226.01

6.8.2. Coaldale Inn – **\$381.61 (Cheque)**

-Board meeting May 5 - \$126.26

-B2B AGM meeting May 21 - \$255.35

6.8.3. Telus **\$47.33**, Email **\$9.83 (Direct Withdrawal)**

MOTION

MSC: D. Tonin / M. deLeeuw

BIMT the Board approves the expenses as presented.

Carried

7. SUB COMMITTEE REPORTS

7.1. President - Robert Woolf

7.1.1. Renew 90 Rocks for next 90 days

-ACTION: Colleen to develop the next set of 90 rocks for the September meeting.

7.1.2. We will continue with the status quo for now with office and employee. I will have a budget for the September meeting.

-The board has reiterated that it is not interested in pursuing a change in office location nor an increase in employee. Therefore, a budget will not be required.

7.2. Past President - Rene van de Vendel

7.3. Executive Director – Colleen Van Raalte

-Southern Alberta Meeting update.

-Spoke about B2B discount cards/program that Taber has in place. Used as a marketing touch point for businesses. No metrics are recorded based on the use of the program.

-Some Chambers send out an annual membership package, reminding members of their services.

-Discussion about any grants that may be available to Chambers as well as third party grant writers.

-Next meeting September 23, Picture Butte.

7.4. Membership, B2B, Local Advocacy – Yumara Coteron

B2B meeting – June MacCain Plant Tour (Tentative)

-Mandy will confirm date and time with McCain

-Everyone can meet at the security gate.

-If McCain falls through then Jack will see if he can fill the B2B meeting guest speaker spot by no later than Monday, June 9.

-It was suggested that for future field trips, that we could book the Handibus as a means of group transportation.

ACTION: Jack Van Rijn will schedule a tour for NewCold in September for September B2B meeting taking place on September 17.

7.5. Political Advocacy & Treasurer- Darcy Turner

7.5.1. GIC up for renewal

-2025 expense budget is \$27,230 + \$8,500 in discretionary funds. = \$35,730

-We are halfway through the year.

-Did the board want to consider putting \$10,000 more into GIC?

-Item for consideration is the new Farmer's Market Initiative.

-Discussion was held and it was determined that it would be prudent for the Chamber to invest \$15,000 into a GIC. Non redeemable is 13 months for 3.00%.

MOTION:

MSC: D. Phalen/C. Varjassy

BIMT that the board approves to move a total of \$15,000 into a Non-redeemable GIC for 13 months at a rate of 3.00%.

Carried

7.5.2. Debrief of Alberta Chamber AGM

7.5.3. Municipal elections:

-Municipal Election Dates: Advance Voting October 9, 11, 14, 18. Voting Day October 20.

-It was determined by the board to book Civic Square to host a candidate forum.

ACTION: Darcy to determine a date to host a forum and to coordinate with Clayton to book the Civic Square

7.6. Community Committee – Daryl Tonin

7.7. Events Committee - Clayton Varjassy

7.7.1.-From \$521 to \$728 (\$136 increase)

- Will need to provide them with more details concerning the Farmer's Market.

MOTION

MSC: C. Varjassy / J. Van Rijn

BIMT that the Board approves the increase of liability coverage for the Coaldale Chamber to cover the production of Coaldale Farmers' Market.

Carried

- Farmer's market Update.
- First official meeting took place on May 21, 2025
- Subcommittee members include Colleen Van Raalte, Clayton Varjassy, Devin Phalen, Bobby Gathercole, Ashley Wagenaar and Kim Morris.
- Next meeting has been scheduled for June 18, 2025 at 1:30 p.m.
- Colleen has designed a logo for the Market.
- Clayton has reached out to Courtney Samuels from Domesticated Divas to provide some feedback on the current market proposal. The Coaldale Chamber Farmers' Market would like to secure Courtney as our Market Manager. Negotiations are still to take place.
- Courtney recommends to host the market on consistent dates, for example bi weekly Tuesdays, rather than on random dates.
- Taber farmers' market hosts between 10-15 vendors at each event.
- Our goal is to launch for Summerfest, taking place on August 8-10.
- Budget was presented to the board. (Insert 7.7)
- Chamber board recommends highway and intown signage to draw attention to the event. This expense can be included on the budget.

MOTION:

MSC: J. Van Rijn / B. Gathercole

BIMT the board approves to contribute up to \$3,500 as seed money for the Coaldale Chamber Farmers' Market.

Carried

ACTION: Darcy to create a new account with the Coaldale Chamber for the Farmers' Market and place \$3,500 in seed money as a beginning balance.

7.7.2. Summerfest update

- Clayton has requested a cheque for the Chambers budgeted donation of \$1000 for Summerfest.
- Ride for Dad Roadhammer event is now moving to Summerfest.
- The board agrees to maintain its sponsorship.
- The Chamber will have a limited number of VIP spots available in a designated area. We can email the membership and hold a draw to give away access to the VIP lounge.

ACTION: Clayton to connect with Colleen concerning a draw for Roadhammer VIP spots.

7.8. Communications – Jack Van Rijn

7.9. Director – Bobby Gathercole

7.10. Director – Jack Penner

7.11. Director – Leonard Fast

7.12. Director – Mandy Deleeuw

8. UPCOMING MEETINGS

-B2B Meeting: June 18

-Board Meeting: September 3

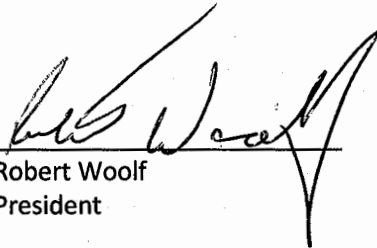
-Southern Alberta Chamber Meeting: September 23, 2025. 11:30 am - 01:00 pm

9. ADJOURNMENT

MOTION


MS: J. Van Rijn

BIMT the meeting of June 4, 2025 is adjourned.



Robert Woolf
President

Date



Bobby Gathercole
First Vice President

Date