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

Attendance: **Robert Woolf**, Crop Innovations Inc., – President
 Bobby Gathercole, Grassroots Realty South – 1st VP
 Jack Van Rijn, 476380 Alberta Ltd. – 2nd VP
 Devin Phalen, ATB Financial – Treasurer
 Clayton Varjassy, Cottonwood Records – Corporate Secretary
 Yumara Coteron, Sunny South Lodge – Director
 Daryl Tonin, Stop N’ Go – Director
 Jack Penner, NAPA Auto – Director
 Clayton Varjassy, Cottonwood Records – Director

Regrets: **Leonard Fast**, Leonard D. Fast Law –Director
 Mandy deLeeuw, Manik Signs and Graphics – 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: B. Gathercole / D. Phalen

BIMT the Board approves the agenda.

Carried

3. APPROVAL OF MINUTES

3.1. Board Meeting – November 5, 2025

MOTION

MSC: C. Varjassy / B. Gathercole

BIMT the Board approves the minutes of November 5, 2025.

Carried

4. ACTION ITEMS FROM NOVEMBER MEETING

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

-Farmers’ Market – Clayton (On Track)

-Job Fair – Yumara and Colleen (On Track)

-A&A Banquet – Clayton (On Track)

6. FISCAL REPORTING AND BILLS NOVEMBER

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. Income - Chamber Plan (Insert 6.6.)

- 6.7. VRVA - **\$2,946.99 (Cheque)**
 - November hours 51.11
 - Admin - 51.11
 - A&A - 18.66
 - Farmers' Market – 8.21
 - Job Fair – 2.21
- 6.8. Coaldale Inn – **\$178.73 (Cheque)**
 - Board meeting November 5 - \$137.54
 - Job Fair Meeting November 20 - \$41.19
- 6.9. Coaldale Prairie Winds Secondary - **\$1,000.00 (Cheque)**
- 6.10. Winterfest Donation - **\$1,000.00 (Cheque)**
- 6.11. Pixelboom Meida - **\$3,150 (Cheque Issued)**
- 6.12. Account Balance update.

MOTION:

MSC: D. Phalen/J. Penner

BIMT the Board approves the expenses as presented.

Carried

7. SUB COMMITTEE REPORTS

- 7.1. President - Robert Woolf
 - 7.1.1. Southern Alberta Meeting
 - February 10: Coaldale to host Southern Alberta Meeting.
 - May 12 is tentative for Vauxhall.
 - 7.1.2. Christmas Party
 - Tuesday, December 9 at 5:00pm.
 - Everyone should try to bring a business contact.
 - 7.1.3. Board Lunch Fees
 - Lunch fees charge to Board members to cover the expenses of lunch will remain status quo.
- 7.2. Past President - Rene van de Vendel
- 7.3. Executive Director – Colleen Van Raalte
 - New Town of Coaldale representatives, Councilor Lisa Reis and Councilor Bill Champman, have been assigned to the Coaldale Chamber of Commerce.
 - Night of Lights advertisements.
 - PixelBoom Meida cost \$3,150. Total sales \$3,450
 - Insurance
 - Previous "Business" insurance was \$521.00.
 - With our increase in operations over \$50,000 annually, the insurance will increase to a cost of \$717 annually.
 - If we want to add the Farmers' Market component, the rate will increase to \$1,223 annually.
 - Since Coaldale Chamber is the official sponsor of the Farmers' Market, the policy needs to be under the Coaldale Chamber of Commerce.
 - Cyber insurance was also recommended at a cost of \$500 annually.
 - Board reviews the details of the cyber insurance services and agrees to secure.

MOTION

MSC: C. Varjassy / B. Gathercole

BIMT that the Board approves proceeding with the business insurance policy which includes Farmers' Market coverage, as well as Cyber Insurance.

Carried

7.4. Membership, B2B, Local Advocacy – Yumara Coteron

7.4.1. New Chamber

- Allied Marketing Group: AMG a group of six feedlot operators that work together in southern Alberta's feedlot industry.
- DN Mortgages – Mortgage Architects.

MOTION

MSC: Y. Coteron/D. Phalen

BIMT that the Board approves as members, Allied Marketing Group and DN Mortgages, under our bylaws and policies.

7.4.2. B2B meeting

New Cold was interesting. First rail car is to go out in December.

December 9 – Christmas Party (Tuesday at 5pm)

January 21 –

ACTION: Jack Van Rijn will think about who we can get for our January B2B meeting taking place on the 17th.

7.4.3. Job Fair

-Worked out a budget and applied for ACC's local Job fair grant which maxes out at \$9,000. Grant has since been secured.

-Yumara and Colleen had a meeting with PWSS, Megan Leusink – Vice Principal concerning the Job Fair.

-Job Fair date is set for Thursday, April 16, 2026

-PWSS will bring all their 640 students to attend. Booths will be open starting at 10:00 am.

-Glass doors will be open between the Rec Centre and the School. If needed, we can spill out into their student lounge space.

7.5. Community Committee – Devin Phalen

7.6. Political Advocacy – Robert

7.7. Events Committee - Clayton Varjassy

7.7.1. -A&A Banquet – Update

-Sponsorship Packages to go out once approved.

-A List of Nominees along with their application details was provided for recipient deliberations.

-Award recipients listed as follows:

Business of the Year: Tim Hortons

Citizen of the Year: Leonard Fast

Customer Service of the Year: Jillian Borysewicz, Due West Tire Co

Group Citizens of the Year: Ladders to Learning

Special Tribute of the Year: Mark Anderson, Ride for Dad

Athlete of the Year: Jessie Olsen

Recreation Leader of the Year: Coaldale Public Library

Community Artist of the Year: Brenda Jagersma, Airbrush Art

Environmental Excellence of the Year: NewCold

Youth Citizen of the Year: Coaldale Youth of the Church of Jesus Christ of Latter Day Saints.

-A&A Budget as presented by Clayton. Projected to be a significant loss without sponsors. We can adjust the budget as necessary, and maybe add an additional meat option to the dinner.

MOTION

MSC: C. Varjassy/Y. Coteron

**BIMT that the Board approve the Awards and Appreciation budget as presented.
Carried**

7.7.2. -Farmers' Market Update

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- New terms of reference for the Coaldale Chamber to approve.
- Job descriptions. At this point in time, the tasks delegated to the Farmers' Market Manager will be assumed by the Chambers' Executive Director.
- Sponsoring Body Approval Form, needs signatures.
- Bobby Gathercole agrees to become chair of the Farmers' Market subcommittee and liaise between to two groups as necessary.

MOTION

MSC: C. Varjassy/B. Gathercole

BIMT that the Board approve the establishment of the Coaldale Chamber of Commerce Farmers' Market Subcommittee and adopt the new Terms of Reference as presented. Bobby Gathercole had been designated as subcommittee chair.
Carried.

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

7.13. Director – Daryl Tonin

8. UPCOMING MEETINGS

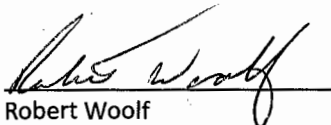
- December 4 (Thursday 5:30 – 8:30) – Winterfest Kiosk Host
- December 9 – Christmas party
- January 7 – Board Meeting
- January 21 – B2B Meeting
- February 7 – A&A Banquet
- February 10 – Southern Albert Meeting – Coaldale to Host

9. ADJOURNMENT

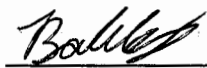
MOTION

MS: J. Penner

BIMT the meeting of December 3, 2025 is adjourned.


Robert Woolf
President

Jan 7, 2026
Date


Bobby Gathercole
First Vice President

Jan 7
Date