



Board Meeting Minutes

Tuesday, October 3rd, 2023 at 11am via Zoom

Attendees

In Attendance: Valerie, Eric, Laurence, Brandice, Reghan, Nigel

Minutes

1. Approval of Agenda
Laurence approved, Nigel Seconded
2. Approval of [September 5th](#) meeting minutes (posted to public website): Laurence approved, Valerie seconded
3. Approval of new members: no new members
4. Treasurer's report (Valerie Soltys): [September 2023 Statement](#): bill to be paid to Radon Matters. The cheque needs to be issued to meat grinder. \$100 donation to Legion to storage of files. Bruce McEwing, Service to Seniors and Clear Lake Developments are missing from the membership list. Bruce and Mary need to fill out form. They have both paid by cheque. Should we charge Co-op for 1 membership fee or 3. Currently they are only set up as one business for all three, with one business name so it makes sense to remain as one. The advertising should be changed to read as "Heritage Coop" instead of advertising for all three. Nigel will update the website to include Clear Lake Developments.
5. Follow up on Family "Fun"draiser Day and Parade; Parade was a success with 25 floats entered. A written request should be submitted to the municipality for approval of the Chamber plans to run the Christmas parade on December 9th. Volunteers need to be found to cook hot dogs. A question was posed as whether or not we want to take a more active role in getting a leadership stamp on these things. It is possible to ask other groups to organize the bonfire and hotdogs and have a donation box out for the foodbank or little handles. We should invite members to see how they would like to participate in the bonfire. The marshals of the parade will be Laurence and Bruce. Heather will extend the invite to Parkland Youth Hub to see if they are interested. If they decline, we will work through other organizations. Bonfire could happen to the south of the ship.
6. Ambulance Service in Erickson (letter prepared by Laurence). We are still looking to view the final draft and approve prior to sending. Laurence added that the concept of advertising community services this way was appealing to members.
7. Airport Resurfacing update: Bruce provided an update a couple of weeks ago. Most of the excavation and base have been completed and they are close to being ready to pave. Things seem to be on track. The Municipality found more money. The strip will be extended to make it up to the 3000 ft.
8. Follow up on Brent Ryz & Erickson Flying Club Hanger Space Lease -Eric and Valerie to negotiate lease. We should create a template for future hanger rentals: the revised lease needs to be sent to Brent.
9. Potential hanger leasee - Jean Saquet - Eric sent email to Jean on Oct 2 to see if there is interest and will follow up with more details if there is: An info sheet for marketing purposes needs to be made and ready for when inquiries are received: Is there interest in more hangers. As it equates to more income, we should put as many as we can.
10. Membership renewals - currently at 31 members for 2023 including 3 renewals in the last week (Thanks Laurence for the follow ups!): currently 34 members. There should be some money sent to Nesbitt Printing for promotions. A committee needs to be struck regarding a promotion for next tourist season. This needs to be brought forward at the next meeting. Prior to next meeting we need to reach out to Nesbitt printing to see how much money is currently available.
11. Chamber Manager applicants: Melinda Tannahill (see [correspondence](#)), and Ceri Phillips (correspondence to follow): Sounds like Melinda would be capable but our offering is less than her charge out rate. She proposed a fixed monthly rate of \$175.00/month=\$2100/year rather than her hourly rate. Monthly expectations should be outlined in a contract that would include, timelines that need to be followed, all routine tasks that are currently being done by board member that would be passed on this person, helping out with events. Caution at this point should be shown as the fee is modest therefore, we don't want to put too much on them. An agreement was made to complete a review in 6 months to ensure things are going well. The financial digital system will start January 1st, 2024. Eric is still corresponding with Ceri, co-owner of Katie Lake farm.
12. Follow up re: Clanwilliam Erickson Municipality communications. As this was discussed at the last council meeting it is requested that one of the council member review the previous motion and put it back on the table. There is an argument that Chamber is considered a large lobby which could present a conflict.
13. Director Liability Insurance: can we tag onto the Municipal insurance policy? The Legion is tagged and the Food bank was declined. This is to be kept on the agenda for the next board meeting.
14. Follow up on meeting with Clanwilliam Erickson Rec Director (Valerie McMunn): Valerie: 'can be invited to sit in on some board meetings': We have a lot of common ground between Valerie's mandate and our goals. We are quite interested in Leda Lake project, active transportation, snow clearing. Valerie is in the information gathering phase and getting acquainted with other organization. Brandice is to send a job description to Erick to upload to Google Drive. Valerie is to be invited to participate in meetings as a non-voting member. Recruit Sandy Lake Endowment fund, LUD, and other organizations from Sandy lake and Newdale to join the Chamber.
15. Mooswa Meat Grinder: \$200 for support of hydration station payable to Robert Helms 8718 Roblin Blvd, Headingley, MB R4J1B7. This event will proceed again in 2024 with the following races: 160km, 80km, 40km, 5-10km family ride. Likely a Saturday in July. Eric is trying to encourage Robert to pick a date in June or September to benefit tourism operators.
16. Planning: Christmas Party Dec 2, 2023: Riding High band and the hall are booked. McMunnys is doing the catering with the theme being a Traditional Christmas. Tickets are \$40.00 with the tickets sales being opened firstly to the chamber members. There is a capacity to hold over 200 people but this is far too crowded for a sit

down meal so only 175 tickets will be sold. A notice to the members should be sent out as soon as Valerie gets marketing piece from group. This should be done by next week at the latest.

17. Christmas Parade: Saturday December 9th, 2023. Parade, Bonfire, Hotdogs (at the ship). Heather to invite Parkland Youth Hub to do the fire/hot dogs as a fundraiser.
18. Moving file storage to Legion: This has been completed. A \$100.00 donation is to be sent to the Legion for the storage of files.
19. Leda Lake Project: It is moving forward - \$75,000-need \$150,000 of matching funds, building sustainable communities for \$150,000 needs to be leveraged \$150,000 - total of \$300,000 to get project moving - SCORE store is reaching out to grant funding and other donors. Project looking to start construction in spring of 2024. Primary goal is to get accessible path from top to the water, dock at the bottom, rest stations along the path, trailhead at the top.
20. Campground at Otter Lake: This is to be passed on to the municipal level, stalled at Provincial level.
21. In Camera

Motion to adjourn - Eric