

Regular Meeting of the Board of Directors Meeting Minutes

Date/Time: May 13th, 2020 at 6:00pm
Location: Zoom Meeting

ATTENDANCE

PRESENT

President

Ryan Lefebvre

Vice President

Joanne Roch

Directors

Raymond Cowell, Susie O'Conner, Megan Nicholls-Shaub, Sherine Leiper

Executive Director

Sherri Buckle

Secretary

Nicole Mansfield

REGRETS

Steve Engman, Doug Button, Brenda Brouwer, Bob Buckle, Wendi Meise

1.0 CALL TO ORDER/INTRODUCTIONS - Call to order 6:02 pm

1.1 Round table introductions

- Introductions of directors and staff to new directors

2.0 CONSENT AGENDA (2MIN)

2.1 Minutes of April 8, 2020 (Sent by email prior to board meeting)

2.2 Executive Director's Report (Sent by email prior to board meeting)

2.3 Correspondence Folder was available for all Board Members to view.

Motion: Ray motioned to accept the consent agenda as presented. Second by Joanne. All in Favor. Carried

3.0 Adoption of Agenda (5 Mins)

3.1 Additions to the Agenda

Motion: Ray motioned to accept agenda as presented. Second by Sherine. All in favor. Carried

4.0 Liaison Reports

4.1 City of Cold Lake - Regrets

4.2 4 Wing Cold Lake

- 4 Wing is operational, functioning around the current circumstances of covid
- Air Show is cancelled for 2020
- Snowbirds are travelling around Canada will be in Cold Lake May 14
- No significant changes on the wing, pilots are continuing with training. Currently not manned more than 50% on the wing
- Posting season still to come just delayed. This delay could hinder base ability to support. Challenges from a housing perspective. House hunting trips are paused

- There is a screening process to come to Cold Lake, which has a bad rep in Military world. Not as desirable to some as others. Looking to work with municipality and organizations on marketing to get people to come here
- Moving forward with some demo this summer

4.3 Cenovus – Regrets

4.4 Imperial

- Challenging times with oil drop and Covid-19
- Some reductions in operations and capital
- So far able to maintain
- One confirmed covid case in the beginning, since then none
- Kurl plant under control
- Mainstreet park, Sherri will send additional information to continue forward. Put together a proposal from the directors

4.5 MD of Bonnyville

- MD received ID349 distribution portion. Will see what happens for the 2020 year
- Urlacher construction awarded contract for MD construction at campground dumping station up and running
- Design for expansion of MD campground, Stalls for campers with accessibility issues
- Adventure park tenders went out, designs to follow
- MD moving with seasonal construction, employees difficult to find
- Tressel bridge trail being upgraded
- Venazu beach campground complete

5.0 Unfinished Business

5.1 Feast at the Beach

- No new updates at this point

5.2 Business of the Year Update

- Bonnyville board agreed to cancel the event due to the current circumstances as well as the lack of sponsorship confirmations at this point
- We will reach out to those confirmed sponsorships to request moving their contribution to the 2021 event
- Community Futures are working with the group on a project and have moved their contribution to that new project

5.3 Readerboard Campaign Update

- We have received several emails expressing their appreciation with regards to the led sign and how we are posting our members logos thanking them for being a Chamber Member

5.4 Updated Operating Budget

- Discussion on the updated operating budget reflecting the loss of project revenue/expenses due to covid-19
- We will apply for the wage subsidy which is suspected to go longer than originally announced. Our Accountant will file this on our behalf
- Capital purchases remains as a cushion, none planned at this point

Motion: Joanne motioned to accept the amended operating budget to be presented at the AGM. Second by Susie. All in favor. Carried.

6.0 New Business

6.1 EFT Payment Processing

- We have the ability through our bank to set up EFT payments
- Monthly or annually for membership renewals
- Discussion on the cost/issues, if there will be a minimal commitment.
- Suggested staff do a copy of a contract & cost of how it would look

6.2 CEBA Loan

- Discussion on obtaining the Canadian Emergency Business loan
- We are eligible, must be presented at the AGM

Motion: Joanne motioned to present the proposal at the AGM to initialize borrowing powers for the CEBA Loan. Second by Megan. All in Favor. Carried

6.3 Regional Business Resiliency Group

6.3.1 Job Fair Funds from 2015

- This group is comprised of the Bonnyville & Cold Lake Chambers, Community Futures and Alberta Labour
- It is aimed to help support the Lakeland in the relaunch of their businesses.
- Revenue funds from the 2015 Job fair are in Cold Lakes account and will be sent to Community Futures for this group.

7.0 Open Discussion

7.1 Presidential and Board Member Highlights

8.0 Correspondence/ Round Table Discussion

- Guidelines to who can open
- Government very vague, left to businesses to determine what works
- Meeting with the City to encourage AHS and Bylaws to help educate businesses no with a heavy hand
- Discussion on the safe practises and getting the economy open
- June 19 proposed 2nd stage opening
- Business assistance for self employed don't need to qualify with payroll through Community Futures.
- Will bring up at City meeting why hand sanitizer not being purchased locally
- Staff going back to work May 19th

9.0 In Camera

10.0 Next Meeting – June 10th, 2020 @ 6:00pm

11.0 ADJOURNMENT

The meeting was adjourned at 7:27pm

Recording Secretary – Nicole Mansfield

President – Ryan Lefebvre

Date

Date