

# Legal & District Chamber of Commerce

**AGENDA Tuesday, December 12, 2017 (9am) – KofC Room Citadel Center**

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1. **Open Meeting** – Please have everyone in attendance say their name into the recorder
  - 1.1 Approval of Agenda
  - 1.2 Approval of Minutes – November 14, 2017
2. **Old Business**
  - 2.1 **Chamber Finances Account Balance as of November 30, 2017**
  - 2.2 **Chamber Members**
    - 2.2.1 **Welcome NEW Member:**
  - 2.3 **Legal-Lerie**
    - 2.3.1 **New Mail Box**
    - 2.3.2 **Distribution**
    - 2.3.3 **Communication with Canada Post**
  - 2.4 **What's the Big Idea?**
  - 2.5 **2017 Craft N' Tradefair**
    - 2.5.1 **2017 Breakdown – see attached**
    - 2.5.2 **Setup**  
**Take Down**
  - 2.6 **Chamber Meeting Location/Date for 2018**
  - 2.7 **Campground Signage**
  - 2.8 **Annual General Meeting**
    - 2.8.1 **Date: February 15<sup>th</sup>, 2018 @ Legal Cultural Center** (see Hall Usage request)
    - 2.8.2 **Guest Speaker (theme)**
    - 2.8.3 **Caterer**
3. **New Business**
  - 3.1 **Chamber welcoming new Pharmacy**
4. **Correspondence – See Attached**
  - 4.1 **Letter of support request from the Town of Legal:** 2018 Municipal Demonstration Grant Program for the Centennial Park playground upgrades.
  - 4.2 **Letter of request for funds:** Friends of the Legal Library
  - 4.3 **Letter of request for funds:** Legal School Grade 8/9 Trip Fundraising Committee
  - 4.4 **Canadian Chamber of Commerce** (provided at meeting for viewing)
5. **Report from Council (Liaison: Councillor, Fred Mallot, Alternate Liaison: Deputy Mayor, Trina Jones)**  
*Please have both included in email listing for minutes and agendas. ([fmallot@legal.ca](mailto:fmallot@legal.ca) [tjones@legal.ca](mailto:tjones@legal.ca) )*

**Next meeting Tuesday, January 9<sup>th</sup>, 2018 (Citadel Center 9am)**

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# Legal Chamber of Commerce Minutes

DATE: Nov 14, 2017

## Executive Attendance:

Ken Evans, Andre Monpetit, Carol Tremblay, Jenny Baril, Sharon Hachey, Kathy Hutton  
Bonny Swart (Sturgeon Rural Crime Watch, President), Amanda Robinson (Community Futures Twatinaw Region), Bev Seitz (North Central Co-op @ Legal), Ned & Amanda Yakem (Y&Y Photography Studio), Councillor Fred Malott (Town of Legal Liaison)

## Chamber Member Attendance:

### Meeting Opened by Ken Evans – 9:10 am

- 1.1 Approval of Agenda with addition

#### 2.8 Campground Signage

Moved by Jenny, Carried

- 1.2 Approval of October 10, 2017 Minutes

Moved by Jenny, Carried

### 2 Old Business

- 2.1 Chamber Finances Account Balance as of October 31, 2017

CHQ: \$14784.69 GIC13 (18mth): \$2538.75 GIC14 (3YR): \$4723.06 GIC15 (18mth): \$2536.25

- 2.2 Chamber Members

- 2.2.A Welcome NEW Member: Keith Nolan-Drawing & Oil Painting Classes  
Sturgeon County Manager, Tyler Westover

- 2.3 Legal-Lerie

- 2.3.A Mail Box: Complete at Advanced Glass awaiting pick up.

Mail Box secured by Ken Evans - Free

Mail Box Refurbished by Finishline – In exchange for free membership

Decals Designed by Carol Tremblay - Free

Iron FX (Decals) - \$73.50 PD

Advanced Glass (Plexi/Installation) - \$80.85

- 2.3.B Distribution: Effective January 2018 print editions of the Legal-Lerie will only be mailed out to our rural population. All in house mail boxes (boxes within the Legal Post Office building) will not receive a print edition. Residents will have to pick up their own copy in NEW mailbox or at one of our local businesses. Carol to: Advertise this change in mailing in our December edition.

- 2.3.C Location: Pat Hills has requested we place the mail box closest to the Credit Union in flowerbed beside sidewalk. Ken to: Pick up mailbox from Advanced Glass and secure in new location.

- 2.4 What's the Big Idea? Library committee have met a couple times now, they will be meeting with a rep of Morinville Chamber of Commerce. They will be sending a letter to Legal Town Council requesting a Liaison for future meetings.

- 2.5 Website: Change over to WIX Web with Domain Connect 1YR (Sept 25-17 to Sept25-18) \$76.43 paid with Carol Tremblay credit card.

Jenny and Carol are to double check the length of contract.

- 2.6 2018 Craft N' Tradefair Update: Will be a sold out event

- 2.6.A 2017 Breakdown:

INCOME tables \$1395.00 / INCOME entrance \$150.00

EXPENSE: \$990.64 (Barrhead Leader/MorinvilleNews/St.Albert Gazette/Westlock News & Posters)

- 2.6.B Advertising (2017):

MorinvilleNews:

\$311.85 PD

(Nov 1 & 15 print edition/online Oct 28-Dec 2<sup>nd</sup> inclusive, plus social media)

Town N' Country/Westlock News

\$199.22

(1/8pg black print: Town & Country Nov 21<sup>st</sup> & Westlock News Nov 28<sup>th</sup>)

Free Press: Advertisement generated and paid for by the Town of Legal

Facebook & Online Calendars:

Free

(10) Posters 16x20 (dated)

\$70.00

(4) Sandwich Board Posters 24x36 (generic)

\$100.00

**SUGGESTION: Look into HWY2 Signage such as the Town Wide Garage Sale for 2018**

- 2.6.C Concession – Legal School (Bobbi Giesbrecht)

- 2.6.D Questionnaire: Carol will ask those as they walk in how they heard about the CNTF and graph responses. (Facebook, Newsprint, Calendar, Word of Mouth, Town Advertising etc).

- 2.6.E Setup and Take Down Assistance

Set Up: Fri, Dec. 1<sup>st</sup> Time: 3:30pm –

Carol, Jenny, Bev (text day of to remind)

Take Down: Sat, Dec. 2<sup>nd</sup> Time: 4:30pm –

Carol, Ken, Possible Jenny/Sharon

- 2.7 Chamber Meeting Location

- #1 ACFA offered use of Board Room in exchange for Free 2018 Membership \$ 50.00  
in addition to free advertising space 6x 1/8 page ad \$252.00

- #2 Knight of Columbus will allows the Legal Chamber of Commerce to use their room for November and December 2018. The Legal Community Room becomes available

Tuesday mornings as of January 2018 **BUT** the room is booked April & May 2018 Tuesday mornings (available 10am+)

**#3** Change back to Wednesday morning or different time of day for meetings

After open floor discussion group felt having a room/building being the constant would be beneficial.

**Carol to: \*\*Contact ACFA and decline their offer to use their board room. \*\*Contact the Town of Legal and reserve the room for 2018 for the 2<sup>nd</sup> Tuesday of each month from 9am-12 noon. \*\*Contact KofC and request use of their room for the months of April & May in 2018.**

**\*\*Purchase a thank you card for KofC and have Ken sign for next meeting.**

- 2.8 **Campground Signage:** Jenny spoke with Jack Martel a local artist and member of the Legal Chamber of Commerce. He would be interested in generating a digital copy Campgroup sign.

**Jenny to: Invite Jack to attend our December 14<sup>th</sup> meeting.** The executive can then have an open discussion with Jack on what they want to sign to look like and Jack can provide detail on cost and estimated time to design.

### 3 Business

- 3.1 **Membership Renewal Fees & Legal-Lerie Advertising Fees** – Executive felt there was no need for changes to pricing for 2018. **Carol to start sending out renewal notices for 2018.**
- 3.2 **Remembrance Day Wreath** - \$100 (PD) Donation made to Legal Lions approved by majority via email.
- 3.3 **AGM**

- 3.3.A Date  
Carol to: **\*\*Contact ACFA and see if either Thurs, Feb 22 or 15<sup>th</sup> is available. \*\*Notify executive of date. \*\*Send letter to Town of Legal, requesting to fall under their Join Use Agreement.**
- 3.3.B Speaker/Theme:  
Stories about local business successes "Celebrating Business" was suggested, ideas of having someone speak about SVF 50<sup>th</sup> or SRCW 30<sup>th</sup> or Sangudo (?) starting with a OpDev Coop or local start up such as Y&Y Photo Studio  
**Items to bring back for discussion at December 12<sup>th</sup> meeting.**  
**Jenny to: Look into a guest speaker (Op Dev Coop)**  
**Andre to: Contact Doug Laird to see if he would be interested in speaking about SVF**
- 3.3.C Meal & Drinks – Stick to Appetizer style meal  
**Items to bring back for discussion at December 12<sup>th</sup> meeting.**  
**Kathy to: Contact Deardre from BonAccord if available for catering** (menu/pricing)  
**Jenny to: See if Rootin Tootin Bootin was available to catering** (menu/pricing)  
**Andre to: Contact Alley Cat and/or Bench Creek Brewery**

### 4 Correspondence

- 4.1 Intact Insurance Renewal (December 5, 2017- December 5, 2018) \$454.00
- 4.2 Town of Legal – Hall Usage Approval Letter for December Craft N' Tradefair
- 4.3 Town of Legal – Legal Council Committee Appointment
- 4.4 Canada Post – Publication Distribution (filled in online request for publication number response will be made by November 17<sup>th</sup>)

### 5 Report from Council (Liaison: Councillor, Fred Mallot, Alternate Liaison: Deputy Mayor, Trina Jones) *Please have both included in email listing for minutes and agendas. ([fmallot@legal.ca](mailto:fmallot@legal.ca) [tjones@legal.ca](mailto:tjones@legal.ca))*

- **Councillor Malott indicated that the new council has been in various elected official training sessions over the past few weeks and have several lined up for the upcoming weeks.**
- **Town of Legal has a meeting with RCMP (K-Division) at the AUMA in late November; council will be bringing forth concerns in regards to policing in our Town and region.**
- **Discussion on Town of Legal Website, Councillor Malott indicated that the Town is working with a Consultant to develop a NEW user friendly website as well as other Economic Development initiatives.**
- **Question was posed to the lighting in the Town of Legal. Carol commented that previous council have requested the CAO check with Fortis if other muni's are voicing the same concerns about the new lighting and if so if Fortis will be doing anything in regards to the lighting in the near future.**

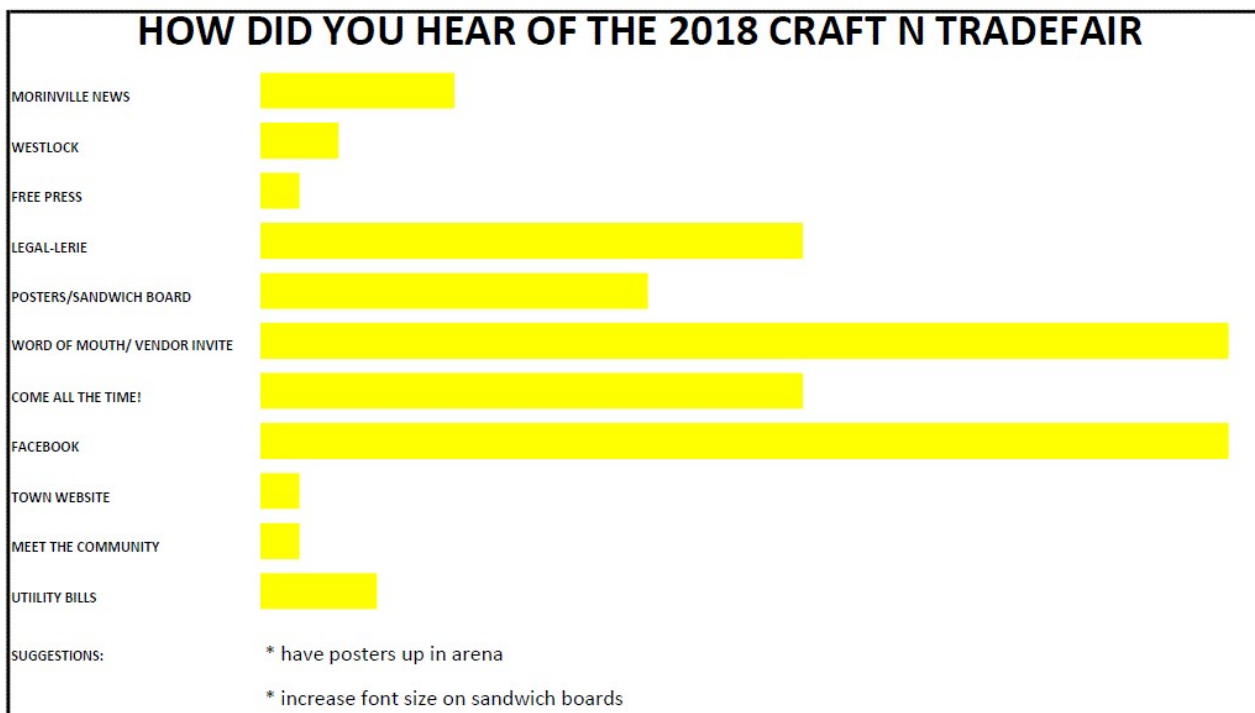
# 2017 Craft N' Tradefair Breakdown

2.5.1

Total of 52 tables	
Single table vendors	26
Double table rental vendors	13
No Show (no return on payment)	1
Last minute cancelations	2
Payment Method : EMT	10
Payment Method : CHQ	18
Payment Method : CASH	11

Total income table rentals	\$	1,525.00
Minus reimbursed tables (2)	-\$	60.00
(Less \$10—admin fee)	\$	1,465.00
<b>Expenses</b>		
Morniville News	-\$	311.85
Greatwest Newspapers	-\$	199.21
Facebook	-\$	40.00
Sandwich Boards/Posters	-\$	170.00
Coffee/Creamer/Sugar	-\$	11.50
ACFA - cleanup approx	-\$	100.00
	-\$	832.56
<b>Total Revenue</b>	<b>\$</b>	<b>632.44</b>

**Total Entrance Fee Income**                      \$                      526.00                      263





November 16, 2017

Dear Mayor and Council,

The Legal & District Chamber of Commerce will be hosting their Annual General Meeting Thursday, February 15, 2018. During the meeting we will be hosting a Business Networking event with appetizers, drinks and guest speakers. We hope this will be a great opportunity for local businesses to mingle in a casual atmosphere.

The Chamber will be hosting this event at the Centralta Community Centre. We would like to request this event to fall under the Town of Legal's usage agreement. We would like to request the use of the lobby, kitchen, Chauvet Room and gymnasium for the evening. All set up and clean up including any additional incidental costs will be the responsibility of the Legal & District Chamber of Commerce.

We appreciate your consideration and look forward to hearing back from you.

Thank you,  
Kenneth Evans  
President  
Legal & District Chamber of Commerce





November 22, 2017

Re: Town of Legal Centennial Park Playground Upgrades

To Whom It May Concern:

The Legal & District Chamber of Commerce would like to extend our support for the Town of Legal's application to the 2018 Municipal Demonstration Grant Program for the Centennial Park playground upgrades.

Parks and public spaces are key components of a sustainable town and are crucial for the development of community. For our town, playgrounds are especially important as such a large part of our population is made up of young families. Easy access to safe, quality playgrounds not only makes for healthier communities but for stronger ones as residents, young and old, have spaces in which to come together and meet.

Our Centennial Park is a significant asset to our town and the site of community activities and events. It is located next to the RV Park thereby being well used by visitors as well as residents. It is our goal to see Legal continue to attract young families as these are the roots for residents going into the future. A strong family base provides our town with the base on which to build sustainability and economic potential going forward.

We strongly encourage the Alberta Recycling Management Authority approve funding for the Town of Legal.

Thank you for your consideration,

Ken Evans  
President  
Legal & District Chamber of Commerce

November 16, 2017

To The Legal and District Chamber of Commerce,

I am writing on behalf of the Friends of Legal Library. We are a new group in town working on trying to organize a library in Legal.

As a new group our efforts are currently focused on gauging community interest in a library, assessing barriers, and charting potential solutions. Our activities have included a table at the Meet the Community event, an online survey, and flyers through the school. We will also be having a presence at the Craft and Trade Fair in December.

It has come to our attention the admission from the Craft and Trade Fair will be donated to a community group. We are wondering if our group would be eligible? It seems like a great fit as our group was born out of the What's the Big Idea event hosted by the Chamber last March.

Though the cost of our activities thus far has been minimal they are not zero. Going forward, if we are successful in securing a library for our town, we would like to become a formal society which does entail costs for registration and name search. Should a library be proven impossible and our group dissolves with money left over we would ensure that money is passed on to another community group.

We would even be happy to be co-recipients if that is necessary.

If you have any questions or concerns please feel free to contact me.

Thank you for your consideration.

Jenny Baril  
Friends of the Legal Library  
780-975-4375



## Legal School

Box 120 Legal, Alberta T0G 1L0  
Phone: (780) 961-3791 Fax: (780) 961-2223

Principal: Mrs. Renee Trottier  
Vice Principal: Mrs. Lisa Giacobbo



LEGAL CHAMBER OF COMMERCE  
780-701-5234

# Legal School Grade 8/9 Trip Fundraising Committee

To Whom It May Concern:

This letter has been written on behalf of this year's Legal School Grade 8/9 Trip students who will be participating in our bi-annual educational trip. Our Grade 8 and 9s are excited to have the opportunity to take part in a trip to the Province of Ontario in May of 2017 to see some of the historical sites that our beautiful country has to offer. Our goal is to be able to raise funds to help with the costs associated with this life experience for the students.

Some of the highlights of this trip include: the CN Tower, Niagara Falls, Osgoode Hall, various Museums, Hockey Hall of Fame, Parliament Buildings of Canada, the Supreme Court of Canada and a possible live Blue Jays at the Sky Dome (Rogers Place).

We were hoping to receive community financial aid for these students. Your generous support would be greatly appreciated. A tax receipt will be issued by the school district for your support. In addition, our fundraising committee; upon approval by the school district, would be willing to help out with any future fundraisers or tasks that may require our assistance in return. We are excited about the opportunity this trip provides Legal School students and your support would make this trip more feasible for our students and their families. Legal School values our community and always appreciates your support. If you require additional information about this excursion, please contact Laura Tymchuk or Jason Paik at Legal School and we would be very pleased to answer any questions or concerns that you may have.

Sincerely,

The Students of Legal School Grade 8/9 Trip

780-961-3791  
5122-46 Street, Box 120, Legal, Alberta, T0G 1L0