



Unification Report to the Membership

Stony Plain & Spruce Grove, June 24, 2019

TRAC will be providing an update monthly to the chamber membership for the purpose of providing information on our progress towards unification of the chambers. As a result of the Unification Vote on April 10th and subsequent media release the boards of The Spruce Grove & Stony Plain & District Chambers of Commerce (the chambers) have the mandate to unify the chambers.

RFP's were distributed to solicit a team to develop the Business Plan and a second one to engage in a Human Resources Staffing Transitional Process and Organizational Review. The Business Plan was awarded to p & q's Consulting who are now attending the TRAC Task Force meetings and the HR RFP was awarded to Shift Management who will begin their process with reviewing job descriptions and interviewing all chamber staff. TRAC expects a business plan completed by end of August 2019 and the HR Report completed by the end of September.

TRAC is currently meeting bi-monthly to ensure the multiple initiatives that require attention are endorsed by the respective boards and moving forward. An MOU (Memorandum of Understanding) has been drafted by our legal counsels and will be reviewed by the task force at the next meeting of TRAC on June 27th for the purpose of firming the chambers legal obligations to each other to unify and the process to follow. Once the MOU is executed there will be a new name presented to the membership for their endorsement, so that Stony Plain can file with Corporations Canada for a name change and boundary extension. Spruce Grove and Wabamun will be required to give their consent for the new boundary to overlap their Corporations Canada designated districts. There will be a requirement to convene necessary board and member meetings to obtain those necessary consents and to obtain those necessary resolutions required for filing to the Ministry. Please be advised that quorum is necessary for these meetings to expedite the process and that it is likely there will be meeting notifications over the summer months that we ask that you, as a member, attend.

The next step will be for legal counsel to draft new bylaws which, once reviewed by TRAC will be presented to the membership for approval. In the interim the chambers continue to operate status quo, with the exception of co-branding as much as is possible within the constraints of our approved 2019 budgets. Your administration team is still here to support our members and the boards are still acting on behalf of member interests, until such a time as all paper work is filed and approved by Corporations Canada. Once this is done a new board will then be elected by the unified membership, under what will be a new governance model.

Your membership is very important to the chambers, in order for us to continue to serve your investment in the tri-region to ensure that you grow and prosper. We will continue to keep you informed.

Chair

Debra DeBernardo

Chair, TRAC Task Force