# WHEATLAND HOUSING MANAGEMENT BODY
# REGULAR MEETING
# August 24, 2023

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, August 24, 2023, at 7:00pm.

**Board Members Present:**

| | |
|---|---|
| Hospice Society | G. Koester |
| Strathmore Lions Club | L. Voermans |
| Town of Strathmore | D. Peterson |
| Town of Strathmore | R. Wegener |
| Village of Hussar | L. Schultz |
| Village of Rockyford | D. Burke - alternate |
| Village of Standard | M. Gauthier |
| Wheatland County | T. Ikert |
| Wheatland County | R. Laursen – via Zoom |
| Wheatland County | S. Laprise |
| Wheatland County | S. Klassen – alternate – via Zoom |

**Attendees Present:**

| | |
|---|---|
| CAO | V. Cook |
| Social Housing Manager | R. Beveridge ~ Recording Secretary |
| Maintenance Supervisor | P. Neufeld |
| Independent Consultant | D. Weiss |
| Hospice Society | K. Clayton |
| TSI Consultant | D. Lagore – via Zoom |

**Absent:**

| | |
|---|---|
| Village of Rockyford | L. Smith |

Board Chair, KOESTER, called the meeting to order at 7:05 PM.

***Additions to Agenda***

*G.2.d) Ex officio*
*G.3.f) Continuing Care Program*
*G.5.a) Wheatland County Letter*
*G.6.a) Doug Murphy*
*G.6.b) Masons*

**RESOLUTION 43-08-01**
**Agenda**

**SMITH MOVED** to approve the agenda; as amended.

- Carried.

**RESOLUTION 43-08-02**
**Regular Meeting Minutes**

**PETERSON MOVED** to approve the July 20, 2023, Regular Meeting Minutes.

- Carried.

**WHEATLAND HOUSING MANAGEMENT BODY**
**REGULAR MEETING**
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*Financial Reports* – Chrystal Hickey

**RESOLUTION 43-08-03**
**Social Housing Financial Report**

**SCHULTZ MOVED** to accept the Social Housing Financial Report as submitted.

- Carried.

**RESOLUTION 43-08-04**
**Lodge Financial Report**

**GAUTHIER MOVED** to accept the Lodge Financial Report as submitted.

- Carried.

*Maintenance Business / Report* – Peter Neufeld

***Old Business***

***New Business***

Lodge Roof

- Peter Neufeld spoke about the unrepairable roof damage
- Leah Smith and Tom Ikert came to Lodge and looked at the roof
- Tom explained the thermal contraction that has taken place
- Jason Gorsalitz from Alberta Seniors and Housing was contacted; Recommended a Roof Consultant be contacted.
  Consultant will complete a full investigation on Thursday or Friday next week. Approx cost will be $3000.
- Peter will ask the consultant about additional insulation, however there could be even more damage once the consultant investigates.

**RESOLUTION 43-08-05**
**Lodge Maintenance Report**

**PETERSON MOVED** to accept the Lodge Maintenance Report as submitted.

- Carried.

*Social Housing Business / Report* – Rita Beveridge

***Old Business***

***New Business***

Derek Weiss talked briefly about True North affordable housing and Denise spoke about the homeless situation here with the Overnight shelter at maximum capacity most nights.



CK ETB

RESOLUTION 43-08-06
**Social Housing Report**

**PETERSON MOVED** to accept the Social Housing Report as submitted.

- Carried.

*Lodge Business*

***Old Business***

Financial Administration Policy – F1

- This is a new policy.
- Denise Peterson would like to see old policies when presenting new ones.
- If they could also include the date and then also a 'to be reviewed date'

RESOLUTION 43-08-07
**Financial Administration Policy**

**WEGENER MOVED** to accept the Financial Administration Policy as submitted.

- Carried.

George Berry Contract

- Glenn Koester reported the contract was completed. The lawyer and M3 worked together on it. Contract can be terminated at any point.
- Shannon Laprise requested clarification and more specific descriptions of the work;
  - A discussion took place with questions and explanations
- Derek Weiss made notations and edits to the contract, then recommended the contract be sent back to M3 for modifications.

RESOLUTION 43-08-08
**Architectural Services Contract**

**PETERSON MOVED** that the George Berry Architectural Services Contract be returned to M3 for suggested edits and reply to questions as noted. Then request an updated report be returned and then be accepted at the call of the Chair.

- Carried.

***New Business***

Housekeeping Position Description Policy – Section D (updated)

RESOLUTION 43-08-09
**Housekeeping Position Description Policy**

**SMITH MOVED** to accept the updated Housekeeping Position Description Policy.

- Carried.

Funding – Moving Building Project Forward

**RESOLUTION 43-08-10**
**Funding**

**SMITH MOVED** this be deferred to the next meeting.

- Carried.

Councillor Tom Ikert Requests via Email

- Tom Ikert requested the paper trail, stating he was unable to find it in the minutes. If anyone knows an approximate time.
- Recommended he look at the meeting minutes from approximately June 2020 on.
- Tom Ikert thanked the Board and said all was answered perfectly.

Ex Officio

- Denise Peterson reviewed the section 154(2) that was repealed in 2022 and presented the current version of the MGA as per email from Johnathan Strathdee, MA
  Manager of Communications, Marketing and Legislative Services

  "The chief elected official is a member of all council committees and all bodies to which council has the right to appoint members under this Act, unless the council provides otherwise"
  *Please note, this section refers to committees struck under the MGA.
  However, section 154(2) of the MGA was repealed in 2022 – as you can see in the current version of the MGS on King's Printer (link below)

  https://kings-printer.alberta.ca/documents/Acts/m26.pdf

  General duties of chief elected official 154(1) A chief elected official, in addition to performing the duties of a councillor, must (a) preside when in attendance at a council meeting unless a bylaw provides that another councillor or other person is to preside, and (b) perform any other duty imposed on a chief elected official by this or any other enactment or bylaw.
  (2) repealed 2022 c16 s9(40). RSA 2000 Section 155 MUNICIPAL GOVERNMENT ACT chapter M-26 106
  (3) Despite subsection (2), the chief elected official may be a member of a board, commission, subdivision authority or development authority established under Part 17 only if the chief elected official is appointed in the chief elected official's personal name. RSA2000 cM-26 s154:2022c16 s9(40)

**RESOLUTION 43-08-11**
**Ex Officio**

**IKERT MOVED** to accept the above as information.

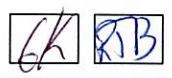
- Carried.

*Committee Reports*

Building Committee & Hospice

- Keith reported that the Hospice Society additional money has been approved and is ready for the request of funds.





- Derek inquired if M3 receives the letter to request, confirmed.

**RESOLUTION 43-08-12**
**Building Committee & Hospice Report**

**KOESTER MOVED** to accept the above as information.

- Carried.

Finance Committee – *No Report*

Maintenance/Property Committee – *No Report*

Personnel/Human Resources Committee

First meeting with CUPE today

Policy Review Committee – *No Report*

Derek Weiss – *additional report*

Continuing Care Program – Small homes program is not a fit for lodges. Derek recommended it not be pursued; it will just complicate the current project. Denise Peterson expressed interest in this program through the Over night shelter and operated by the Social Housing Manager. This will be investigated separately with a goal to provide long term service housing.

**RESOLUTION 43-08-13**
**Continuing Care Program**

**PETERSON MOVED** to accept the above as information.

- Carried.

Resident Managers Report – Christi Shworak

**RESOLUTION 43-08-14**
**Resident Managers Report**

**VOERMANS MOVED** to accept the Resident Managers Report as presented.

- Carried.

CAO Report – Vickey Cook

- Wheatland County Letter was sent by the County directly to the Minister without any consultation with the Wheatland Housing Board / Lodge.
  - Shahid, our Housing Advisor, requested input from Vickey Cook CAO – Vickey replied by letter on Monday August 21, 2023

- County letter information was in the newspaper this week.
  - Wheatland Housing Board will wait for the response from the Minister and address this at the next Board Meeting.
  - Darcy Burke questioned, why the Board was not given an opportunity to reply to the County if we are to be partners and working together. Proper process was not given to the elected officials that sit on this board. Since there is a Governance



CK BB

Review taking place right now, why would the County not wait for the results of that review.
    - Denise Peterson commented on the number of public meetings and the positive community responses, we must focus on that support, not on a few nay sayers.
    - Denise also found the reference to Glenn and Vickey being related to be extremely hurtful.
    - Darcy Burke asked to the elected officials "How long before this table sits down and works together - is it not time to bring in someone to help figure this out on how we work together?"
    - The Wheatland Housing Board will wait for the Minister to reply and then request outside help on ways to work together.
- Len Voermans spoke about the overwhelming support of the Lions Club to get this Lodge built.
- Richard Wegener commented and agreed with above. Hoping the Governance review results will be a step to start working as partners.
- Len Voermans reminded everyone to stay focused on our purpose here; our Seniors and the importance of building today for our Seniors tomorrow.

**RESOLUTION 43-08-15**
**CAOs Report**

**KEOESTER MOVED** to accept the above as information.

- Carried.

Chair Report – Glenn Koester

- Presented information from Doug Murphy from Shasta Care, who won the bid for the SL3 beds to be built here in town. Doug Murphy will meet with the building committee next week. Glenn invited Derek Weiss to attend if he is available.
- Reported no recent contact with the Masons, they do want to be a partner still
- Up front cash of 2 million in return for future leasing
- Building committee is just negotiating, the offer is a good contributor, as Lodge receives a benefit and they would be a good community partner.

**RESOLUTION 43-08-16**
**Chair Report**

**KOESTER MOVED** to accept the Board Chair Report as presented.

- Carried.

Denise Peterson requested a recess before going In Camera.

Denise Peterson asked if the Building Committee could utilize In Camera information as needed.

**RESOLUTION 43-08-17**
**In-Camera Information**

**PETERSON MOVED** that the Board authorize the Building Committee to utilize any In Camera information for their purposes.

- Carried.

Scott Klassen, Vickey Cook, Peter Neufeld, Rita Beveridge out at 9:05

## WHEATLAND HOUSING MANAGEMENT BODY
## REGULAR MEETING
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Recessed 9:05 pm

Back to Order 9:18 pm

In Camera

**RESOLUTION 43-08-18**
**In Camera**

**PETERSON MOVED** to go in-camera at 9:20 PM.

- Carried.

**RESOLUTION 43-08-19**
**Out of Camera**

**PETERSON MOVED** to go out-of-camera at 9:45 PM.

- Carried.

*Important Dates*

*Next Meeting Date*
September 21, 2023

*Following Meeting Dates*
October 19, 2023
November 16, 2023
December 21, 2023

**RESOLUTION 43-08-20**
**Adjournment**

**PETERSON MOVED** the meeting adjourn at 9:55 PM.

**Chair**

**Recording Secretary**