WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 19, 2023

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, October 19, 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	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen
Wheatland County	S. Laprise

Attendees Present:

CAO	V. Cook
Finance & HR Coordinator	C. Hickey ~ Recording Secretary
Maintenance Supervisor	P. Neufeld
Resident Manager	C. Shworak
Social Housing Manager	R. Beveridge

Absent:

Member At Large	K. Clayton

Board Chair, KOESTER, called the meeting to order at 7:00PM.

Additions to Agenda

G.2.d) Governance Review Action Plan

G.2.e) Special Meeting

G.2.f) Wheatland County Appointment of Board Member

RESOLUTION 43-10-04
Agenda

VOERMANS MOVED to approve the agenda; as amended.

- Carried.

Chrystal Hickey was the recording secretary; not Rita Beveridge

RESOLUTION 43-10-05
Regular Meeting Minutes

PETERSON MOVED to approve the September 21, 2023 Regular Meeting Minutes; as amended.

- Carried.

Update motions to October dates – 43-10-01, 43-10-02, 43-10-03
Spelling error in motion 43-10-02 to correct (ASPP to AHPP)

RESOLUTION 43-10-06
Special Meeting Minutes

WEGENER MOVED to approve the October 10, 2023 Special Meeting Minutes; as amended.

- Carried.

Financial Reports – Chrystal Hickey

RESOLUTION 43-10-07
Social Housing Financial Report

LAPRISE MOVED to accept the Social Housing Financial Report as submitted.

- Carried.

RESOLUTION 43-10-08
Lodge Financial Report

WEGENER MOVED to accept the Lodge Financial Report as submitted.

- Carried.

Maintenance Business / Report – Peter Neufeld

Old Business

New Business

Glenn, whet to a meeting with Minister Nixon on the 16th in Calgary; asked about getting grants for large items such as roof

- Suggested to him to send quotes and information to Shahid before moving forward

RESOLUTION 43-10-09
Social Housing & Lodge Maintenance Report

GAUTHIER MOVED to accept the Social Housing & Lodge Maintenance Report as submitted.

- Carried.

Social Housing Business / Report – Rita Beveridge

Old Business

New Business

RESOLUTION 43-10-10
Social Housing Report

PETERSON MOVED to accept the Social Housing Report as submitted.

- Carried.

Lodge Business

Old Business

New Business

Memorandum of Agreement CUPE Local 8

- Bargaining went well
- Contract provides good benefits, pension, and wages
  - A good balance of power and responsibility for staff members but also a responsibility to the organization

RESOLUTION 43-10-11
CUPE Agreement

LAPRISE MOVED that the Board provide approval to have the Chair sign the CUPE agreement as presented.

- Carried.

Board and Committee Meeting Procedure Policy Review

- Discussions on rescinding motions / reconsidering motions
- Add definition of quorum using the term "majority" for Board Meetings and Committee Meetings
- Appoint auditor at organizational meeting
  - Include in minutes who the auditor is at organizational meeting (in contract with)
- Members conduct at meetings
  - Covers what would have been included in the creation of a cell phone policy
- Meeting Minutes – CAO is "responsible for"; not "does" the meeting minutes
- Closed session – paragraph 3
  - Members must declare they are alone and not personally recording
  - No note taking permitted during closed sessions
- Minutes retained indefinitely
- Recording of meetings kept for a minimum of 5 years
- Discussions on reworking in other areas
- Bring back changes to next meeting for review and approval

Concern about TSI Governance Review Report

- Shannon Laprise brought forth concerns from the October 3 Wheatland County meeting regarding report
  - Can we request further changes to the review?
  - Has concerns about naming specific names and Wheatland County
    - Requests to reconsider report and remove names and Wheatland County references
- Discussions on request

  - July 4th it was already brought out to the public by Wheatland County so the information was already made public
  - All other council members have not brought out negative comments etc to the public
  - It is WHMBs review done by a 3rd party – not Wheatland Countys review
  - Doug Lagore would not have said anything inappropriate in a Governance Review; he has done many reviews for others
- Review has already gone to the Minister and can't be changed

RESOLUTION 43-10-12
Governance Review
By TSI Changes

LAPRISE MOVED to request that TSI amend the Governance Review Document to remove reference to specific councillors and councils.

- 1 In Favour
- 8 Opposed
  - Motion Defeated.

Addition to Agenda – G.2.d)

Governance Review Action Plan

- Spreadsheet has been created to address all recommendations in the Governance Review.
  - Some have already been done or have begun
  - Will bring to each Board Meeting to review and take actions
- Vickey suggests, as per Governance Review recommendations, that the charges against Councillor Tom Ikert be dropped
  - It has been going on for too long and it is time to move forward and concentrate on the future
  - He has not been appointed to WHMB Board at Wheatland County's organizational
- Thank you to Vickey for taking the high road in this matter
- Thank you to Vickey and Chrystal for the great work on creating the Governance Review Action Plan

RESOLUTION 43-10-13
Legal Action
Re: Councillor Tom Ikert

PETERSON MOVED that Wheatland Housing Management Body cease all legal action against Councillor Tom Ikert.

- 1 Opposed
- 8 In Favour
  - Carried.

Addition to Agenda – G.2.e)

Special Meeting

- Glenn requests a Special Meeting be held on October 24, 2023 at 7:00pm
  - Set up at Town of Strathmore office – Vickey will request
- M3 to go over all that has been completed
- Derek Weiss can come and explain where we are in the process
  - Ask questions and clarifications – work is done; no changes
- Information may be able to come out of camera

RESOLUTION 43-10-14
Special Meeting

KOESTER MOVED to have a Special Meeting on October 24, 2023 at 7:00pm.

- Carried.

Addition to Agenda – G.2.f)

Wheatland County Appointment of Board Member

- Rick commented that at Wheatland County Organizational Meeting, him and Shannon volunteered to be on the WHMB Board
  - Glenn was unable to attend that meeting and there was confusion regarding if Glenn was interested on being a County representative on the WHMB Board. Rick wants to clarify if Glenn wanted to be on the WHMB Board as a County Member – or stay on as a Hospice Member
    - Glenn is strongly considering being a member as a County representative.
    - Shannon will let Brian Henderson (CAO of Wheatland County) know that Glenn is interested in representing Wheatland County on the WHMB Board.
      - Glenn will let him know as well

Committee Reports

Policy Review Committee

RESOLUTION 43-10-15
Policy Committee Meeting Minutes

PETERSON MOVED to accept the Policy Committee Meeting Minutes.

- Carried.

Maintenance/Property Committee

RESOLUTION 43-10-16
Maintenance Committee Meeting Minutes

GAUTHIER MOVED to accept the Maintenance Committee Meeting Minutes.

- Carried.

Personnel/Human Resources Committee

RESOLUTION 43-10-17
Personnel Committee Meeting Minutes

WEGENER MOVED to accept the Personnel Committee Meeting Minutes.

- Carried.

Finance Committee – *No Report*

WHEATLAND HOUSING MANAGEMENT BODY
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Building Committee

- Will be In Camera

Resident Managers Report – Christi Shworak

Discussion on residents leaving due to not paying rent

RESOLUTION 43-10-18
Resident Managers Report

SMITH MOVED to accept the Resident Managers Report as presented.

- Carried.

CAO Report – Vickey Cook

RESOLUTION 43-10-19
CAOs Report

VOERMANS MOVED to accept the CAO Report as presented.

- Carried.

Chair Report – Glenn Koester

- Meeting with M3 on October 17th
- Attended ASCHA Conference on October 3rd
- Building Committee meeting on October 12th
- Went to meeting with approximately 40 others from Southern Alberta with Minister Nixon on October 17th

- 3 points every month of information going on website
  - Currently on WHMBs website
- Looking into doing a public presentation
  - Possibly December 5th
- 2-way Confidentiality Agreement given to Glenn
  - Will bring in camera
- Schedule meeting with Personnel Committee regarding past due CAO wage review

RESOLUTION 43-10-20
Chair Report

KOESTER MOVED to accept the Board Chair Report as presented.

- Carried.

In Camera – Building Committee

RESOLUTION 43-10-21
In Camera

LAURSEN MOVED to go in-camera at 8:49PM.

- Carried.

RESOLUTION 43-10-22
Out of Camera

GAUTHIER MOVED to go out-of-camera at 9:43PM.

- Carried.

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RESOLUTION 43-10-23
CMHC Class B Budget

SMITH MOVED to spend $325,000, taken from Wheatland Housing Management Body's account, to take us to CMHC Class B Budget

- Carried.

Important Dates

Christmas Extravaganza ~ Bake & Craft Sale
November 25, 2023 ~ 2:00pm – 4:00pm

Resident Christmas Party
December 14, 2023

Next Meeting Date

November 16, 2023

Following Meeting Dates

December 21, 2023
January 18, 2024
February 15, 2024

RESOLUTION 43-10-24
Adjournment

LAURSEN MOVED the meeting adjourn at 9:44PM.

Chair

Recording Secretary