WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 21, 2024

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, March 21, 2024, 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 ~ *via Zoom*
Wheatland County	S. Laprise
Wheatland County	R. Laursen
Wheatland County	J. Wilson
Member At Large	K. Clayton

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
WAHS	J. McNeely

Absent:

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

Gregory, Harriman & Associates LLP – Audit Report

- Erin Gregory and present the 2023 Audited Financial Statements

RESOLUTION 44-03-04
2023 Audited Financial Statements

PETERSON MOVED to approve the WHMB 2023 Audited Financial Statements as presented.

- Carried.

Additions to Agenda

E.2.a) Correcting motion 44-02-10

E.2. b) Rick Laursen Report

E.2. c) Letter to Minister

RESOLUTION 44-03-05
Agenda

WILSON MOVED to approve the agenda; as amended.

- Carried.

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Consent Agenda

- Regular Board Meeting – February 15, 2024
- Special Meeting Minutes – March 5, 2024
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – January 2024
- Maintenance Reports – Lodge & Social Housing – February 2024
- Social Housing Report
- Resident Manager Report
- CAO Report
- Committee Reports – N/A

Keith Clayton requests change to Special Meeting Minutes – March 5, 2024

- Change to "Keith suggested that he speak to M3 Construction for a more updated Class A Budget"

Shannon Laprise - Discuss Lodge Financial Reports – January 2024

- LAP – is the announced increase shown on financial reports?
  - Will update when amount received. Will not change budget line, but will show as income above budget
  - Funds can only be used for Operating (not for items such as roof)
- Request to add line for consulting fees to separate amount from Administration Expenses

RESOLUTION 44-03-06
Consent Agenda

PETERSON MOVED to approve the Consent Agenda; as amended.

- Carried.

CAO Report Addition

- There has been a delay in releasing the recording from the information session on March 14, 2024
- Derek Weiss has been extremely busy with the application deadline for CMHC seed funding
- Derek wanted to answer Reeve Link question prior to releasing
- Should be out ASAP and Vickey will then send to all Board Members and CAOs

Old Business

Social Housing

Lodge

Agenda Addition – Correcting motion 44-02-10

RESOLUTION 44-03-07
Resolution Correction (re: 44-02-10)

LAURSEN MOVED that WHMB proceed to continue forward to 100% construction design drawings for $1,400,000 (one million, four hundred thousand) to get to a Class A Budget.

- 8 (eight) in favor. 1 (one) opposed.
- Carried.

Agenda Addition - Rick Laursen Report

Building Committee held a Special Meeting on February 23, 2024 with Chantel De Jong

- Meeting went well. Chantel was attentive, took notes and asked a lot of great questions.
- Leah and Peter took her on a small tour and showed her a room that is currently vacant and being renovated
  - Saw how small our current rooms are
- Was a positive meeting

RESOLUTION 44-03-08
Laursen Report

LAURSEN MOVED his report as information.

- Carried.

Agenda Addition – Letter to Minister

At a recent meeting held by the Wheatland County, they voted to write a letter regarding WHMBs requisition process.

- Town of Strathmore is requesting presence at this meeting
- As the requisition process is based on an Equalized Assessment, all requisitioning members including WHMB and WAHS should be at the table
  - Shows interest in cooperating and working on the new Lodge project together
  - Best for the Minister to hear from all members involved, not just one
- Suggest to write a letter to Wheatland County, copying the Minister, asking for a seat at the table at the meeting

RESOLUTION 44-03-09
Letter to Minister

PETERSON MOVED to direct the CAO to write a letter to Wheatland County requesting that the requisitioning bodies of WHMB be included in any meeting regarding requisitioning by WHMB; and that the Minister of Seniors Housing & Municipal Affairs and requisitioning partners be copied on the letter.

- Carried.

New Business

Social Housing

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Lodge

Municipal Requisition – 2023 Deficit

- Handout
- Discussions on timing of availability of requisition amounts
  - On April 4, 2024, WHMB has meeting with Senior Housing Advisor and Board can ask questions at that time regarding requisitions.

RESOLUTION 44-03-10
Municipal Requisition 2023 Deficit

LAPRISE MOVED to approve the Municipal Requisition as presented.

- Carried.

Chair Report – *No Report*

Action Plan

Action Plan Update

- Review of 2 action items – intent met

RESOLUTION 44-03-11
Action Plan Update

LAPRISE MOVED to accept the Action Plan Update is information.

- Carried.

In Camera

- Building Committee

Martin Gauthier declares he is alone on Zoom.

RESOLUTION 44-03-12
In Camera

PETERSON MOVED to go in-camera at 8:07PM.

- Carried.

RESOLUTION 44-03-13
Out of Camera

WILSON MOVED to go out-of-camera at 9:10PM.

- Carried.

RESOLUTION 44-03-14
Letter to Municipalities

SMITH MOVED to direct administration to send the Municipalities a letter for the respective share advance of $1,400,000 (one million, four hundred thousand) to advance the Wheatland Senior Housing proposed new build to a Class A Budget.

- Carried.

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Important Dates
April 4, 2024 – Meeting with Senior Housing Advisor at 7:00pm

Next Meeting Date
April 18, 2024

Following Meeting Dates
May 16, 2024
June 20, 2024

RESOLUTION 44-03-15
Adjournment

LAURSEN MOVED the meeting adjourn at 9:11PM.

Chair

Recording Secretary