WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
May 15, 2025

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, May 15, 2025, at 7:00pm.

Board Members Present:

Wheatland County	G. Koester ~ *Board Chair*
Hospice Society	K. Clayton
Strathmore Lions Club	D. Geiger
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	D. Wakelam – *phoned in 7:25 pm*

Attendees Present:

CAO	V. Cook
Social Housing Manager	R. Beveridge~ *Recording Secretary*

Absent:

Member At Large	J. Aschenbrenner
Town of Strathmore	D. Peterson

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

Read Mission Statement & Vision Statement

Agenda Additions

V. Cook requested addition to;
E. Old Business 2. Lodge (a) to revisit resolution 45-04-04 Site Managers report

RESOLUTION 45-05-01
Agenda

CLAYTON MOVED to approve the agenda; as amended.

- Carried Unanimously.

Consent Agenda

- Regular Board Meeting Minutes – April 17, 2025
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – March 2025
- Maintenance Reports – Lodge & Social Housing – March 2025
- Resident Manager Report
- Committee Reports ~ N/A

RESOLUTION 45-05-02
Consent Agenda

LAURSEN MOVED to approve the Consent Agenda;

- Carried Unanimously.

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Old Business

Social Housing

Lodge

Christi, Site Manager, has requested that the Resolution 45-04-04 be revisited.

- Christi is not comfortable in publishing her report in the paper. She feels these are her notes from the ASCHA conference and may be scrutinized as her words only.

RESOLUTION 45-05-03
Rescind Motion

LAURSEN MOVED to rescind the motion 45-04-04

- Carried Unanimously.

New Business

Social Housing

Social Housing Report

- Rita Beveridge gave a report on the Rent Assistance Benefit program.

RESOLUTION 45-05-04
Social Housing Report

LAURSEN MOVED to accept the Social Housing Report information

- Carried Unanimously.

Lodge

CAO Report

- Vickey Cook reported that all items from the Governance Review have now been completed.
  1. Foundation – we are a registered charity, since 1963 and in 1995 we amalgamated with Social Housing and became Wheatland Housing Management Body. We are already a Foundation.
  2. The WHMB member at large does have voting rights except for municipal requisitions.

RESOLUTION 45-05-05
CAO Report

LAURSEN MOVED to accept the CAO Report as information

- Carried Unanimously.

Recommendation from Maintenance Committee Policy G-4

- Request to change policy to increase the purchasing amount from $5000 to $10,000.

RESOLUTION 45-05-06
Maintenance Policy

GAUTHIER MOVED to change the G4 Maintenance Policy purchasing amount of $5000 to the amount of $10,000.

- Carried Unanimously.

Rural Development Network Proposal

- Keith pointed out the title and Glen explained that was an error on their draft and would be changed.

RESOLUTION 45-05-07
Rural Development Network Proposal

SMITH MOVED to accept as information

- Carried Unanimously.

Communications Specialist Contract – *Board Member Request*

- Debbie requested additional information on the Communications Specialist Contract, Re; Media requests and will they be a spokesperson.
- Glen confirmed they will not be a spokesperson.

RESOLUTION 45-05-08
Communication Specialist Contract

WEGENER MOVED to accept as information.

- Carried Unanimously.

Motion to accept vehicle policies

- Vickey thanked Rick Laursen for helping to update this vehicle policy.

RESOLUTION 45-05-09
Vehicle Policies

LAURSEN MOVED to accept the new vehicle policies.

- *8 - in favour*
- *1 - opposed*

- Carried.

RESOLUTION 45-05-10
Vehicle Policies

LAURSEN MOVED to rescind the old vehicle policies.

- Carried Unanimously.

2024 Annual Report

- Hand out at the meeting,
- This report will be available for all Board Members, the Town and County CAO's and a copy be mailed to Doug Lagore.

RESOLUTION 45-05-11
2024 Annual Report

LAURSEN MOVED to accept this report with any pending grammar changes / corrections as needed.

- Carried Unanimously.

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Chair Report – *verbal*

- Maintenance committee met
- Replied to email received with questions on plan for existing lodge.
- Hike (Hype) for Hospice
    - Information table and pilons on future site of New Lodge.

RESOLUTION 45-05-12
Chair Report

KOESTER MOVED to accept the Chair Report as information.

- Carried Unanimously.

Closed Session (In-Camera)

- Labour FOIP #19(1)
- Board Relations FOIP #24(1)

RESOLUTION 45-05-13
Enter Closed Session

LAURSEN MOVED to enter closed session at 7:50PM.

- Carried Unanimously.

RESOLUTION 45-05-14
Exit Closed Session

GAUTHIER MOVED to exit closed session at 8:20PM.

- Carried Unanimously.

RESOLUTION 45-05-15
Deputy CAO

SCHULTZ MOVED that, at the recommendation of the Personnel Committee, WHMB hires Chrystal Hickey, Finance & Payroll Manager, for the Deputy CAO position effective June 9, 2025, as per succession planning.

Recorded Vote

- *Koester – In Favor*
- *Clayton – In Favor*
- *Peterson – In Favor*
- *Wegener – In Favor*
- *Schultz – In Favor*
- *Smith – In Favor*
- *Gauthier – In Favor*
- *Laursen – In Favor*
- *Wakelam – Opposed*

- Carried.

RESOLUTION 45-05-16
Code of Conduct

LAURSEN MOVED to review Code of Conduct regarding information and email from Valerie Puttick.

Recorded Vote

- *Koester – In Favor*
- *Clayton – In Favor*
- *Peterson – In Favor*
- *Wegener – In Favor*
- *Schultz – In Favor*
- *Smith – In Favor*
- *Gauthier – In Favor*
- *Laursen – In Favor*
- *Wakelam – Opposed*

- Carried.

Important Dates

July 10, 2025 – Resident Family BBQ
June 21, 2025 – Pasture Golf @ Keith Claytons home 12 noon

Next Meeting Date

June 19, 2025

Following Meeting Dates

July 17, 2025 ~ *at call of the Chair*
August 21, 2025 ~ *at call of the Chair*

RESOLUTION 45-05-17
Adjournment

GAUTHIER MOVED the meeting adjourn at 8.29PM.

- Carried Unanimously.

Chair

Recording Secretary