WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 19, 2025

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, June 19, 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	D. Peterson
Town of Strathmore	R. Wegener
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen
Member At Large	J. Aschenbrenner

Attendees Present:

CAO	V. Cook
Financial Services/Payroll Manager & Deputy CAO	C. Hickey ~ *Recording Secretary*
Recording Secretary *(training)*	T. Duxbury
Hospice Society	J. McNeely

Absent:

Village of Hussar	L. Schultz
Wheatland County	D. Wakelam

Board Chair, **KOESTER**, called the meeting to order at 6:58PM.

Welcome Terry Duxbury, Administrative Assistant

- Training as Recording Secretary

Read Mission Statement & Vision Statement

Guest – Sharon Gulioff ~ Kitchen Manager

- Unable to attend
- Provided letter for Glenn Koester to read, from Sharon and staff, re: the appreciation for Vickey Cook as current CAO and for hiring internally Chrystal Hickey to transition into CAO

Agenda Additions

- Chair Report ~ Letter of correspondence

RESOLUTION 45-06-01
Agenda

LAURSEN MOVED to approve the agenda; as amended.

- Carried Unanimously.

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Consent Agenda

- Regular Board Meeting Minutes – May 15, 2025
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – April 2025
- Maintenance Reports – Lodge & Social Housing – May 2025
- Social Housing Report
- Site Manager Report
- CAO Report
- Committee Reports
    - Personnel Committee Report

RESOLUTION 45-06-02
Consent Agenda

PETERSON MOVED to approve the Consent Agenda.

- Carried Unanimously.

Old Business

Social Housing ~ NA

Lodge ~ NA

New Business

Social Housing ~ NA

Lodge

Leah Smith enter meeting at 7:06pm

Deputy Chief Administrative Officer Report

RESOLUTION 45-06-03
Deputy CAO Report

LAURSEN MOVED to approve the Deputy CAO Report as presented.

- Carried Unanimously.

Wheatland & Area Hospice Society Presentation ~ Joni McNeely

RESOLUTION 45-06-04
Enter Closed Session

KOESTER MOVED to enter closed session at 7:08PM.

- Carried Unanimously.

RESOLUTION 45-06-05
Exit Closed Session

GAUTHIER MOVED to exit closed session at 8:05PM.

- Carried Unanimously.

RESOLUTION 45-06-06
Cosharing Committee

GAUTHIER MOVED that Rick Laursen and Denise Peterson join a Cosharing Committee with Wheatland & Area Hospice Society.

- Carried Unanimously.

RESOLUTION 45-06-07
WAHS Presentation

SMITH MOVED to accept Joni McNeely's presentation as information.

- Carried Unanimously.

Chair Report – verbal

- Read email correspondence letter from Wheatland County Member At Large regarding resignation as Board Member of Wheatland Housing Management Body
- Shared correspondence from board member regarding Board Relations
- On June 6, 2025, Glenn came into lodge and spoke with residents and staff making the announcement as Chrystal Hickey as the new Deputy CAO

RESOLUTION 45-06-08
Resignation Letter

PETERSON MOVED to accept the June 19, 2025, resignation letter from Wheatland County Member At Large as information.

- Carried Unanimously.

RESOLUTION 45-06-09
Chair Report

KOESTER MOVED to accept the Chair Report as information.

- Carried Unanimously.

RESOLUTION 45-06-10
Exit Interview

SMITH MOVED to provide Exit Interview to Wheatland County Member At Large upon receiving confirmation of resignation from Wheatland County.

- Carried Unanimously.

Response regarding information/report presented at Wheatland County Council Meeting ~ Discussions

- During the most recent Wheatland County Council meeting, Wheatland County's Member At Large for WHMB presented a report with misconstrued information and processes regarding WHMB
  - Not all information was presented, rather, portions of information
  - Personnel Committee put a response together to clarify and elaborate on the information that was presented and provide to board members for review

RESOLUTION 45-06-11
Response Letter

SMITH MOVED that the Personnel Committee and CAO draft letter together to send to all municipalities in response to report given at most recent Wheatland County Council meeting.

- Carried Unanimously.

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Closed Session ~ *CANCELLED*

- Board Relations FOIP #24(1)

Important Dates

July 10, 2025 ~ Resident Family BBQ

Next Meeting Date

July 17, 2025 ~ *at the call of the chair*

Following Meeting Dates

August 21, 2025 ~ *at the call of the chair*
September 18, 2025

RESOLUTION 45-06-12
Adjournment

GAUTHIER MOVED the meeting adjourn at 8:32PM.

- Carried Unanimously.

Chair

Recording Secretary