

**Meridian Housing Foundation Board Of Directors  
Regular Board Meeting Minutes  
March 29, 2019**

**PRESENT:** Chairman Councillor Jackie McCuaig, Parkland County  
Vice Chairman Councillor Judy Bennett, Town of Stony Plain  
Councillor Chantal McKenzie, City of Spruce Grove  
Councillor Jocelyn Wiggins, Village of Wabamun

Mayor William Choy, Town of Stony Plain – Ex-Officiary Member

**STAFF:** Lori-Anne St. Arnault, Executive Director  
Virginia Mayer, Recording Secretary  
Doreen Engelhardt, Controller

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**1. CALL TO ORDER**

The Chairman called the Board Meeting of March 29, 2019 to order at 9:05 am.

**2. ADDITION TO / ADOPTION OF AGENDA**

**Meridian Housing Foundation Agenda**

**RESOLUTION # 025/2019**

**MOVED** by Councillor Jocelyn Wiggins, to adopt Meridian Housing Foundation Agenda as presented.

**Carried Unanimously**

**3. APPROVAL OF THE MINUTES**

**Meridian Housing Foundation Board Minutes**

**RESOLUTION # 026/2019**

**MOVED** by Councillor Chantal McKenzie, to accept the February 22, 2019 Meridian Housing Foundation Regular board meeting minutes with changes (bold type).

- 5.2 Board Composition

Executive Director Lori-Anne St. Arnault has been doing research in regards to the benefits of changing the board composition. After discussion the board agrees that this would be in Meridian Foundation's best interest and **would like to seek Minister's approval on the following motion.**

**RESOLUTION # 027/2019**

**MOVED by** Councillor Judy Bennett, to accept the March 12, 2019 Meridian Housing Foundation Special board meeting minutes as presented.

**Carried Unanimously**

**4. UNFINISHED BUSINESS****4.1 Affordable Housing Capital Project**

- Executive Director Lori-Anne St. Arnault gave an update on the Folkstone Project. The funding agreement for \$6 million has been signed with Alberta Seniors and Housing. Meridian Housing Foundation has received \$5.4 upfront direct deposit in our bank account.
- The building committee held their first meeting on March 22, 2019. With Janusz of Najfeldt Architect Inc. Sitting on the committee is Vice Chair Councillor Judy Bennett, Board Member Councillor Chantal McKenzie, Meridian Housing Foundation Executive Director Lori-Anne St. Arnault and Maintenance Supervisor Marvin Rivera. The committee has been informed of possible challenge with regards to variances and drainage.
- Robin Telasky has met with the committee to ensure compliance with CMHC Co-Investment Fund criteria.
- Discussion was had as to how administration should proceed with naming the Affordable housing project. The board was given the Town of Stony Plain's policy and procedures manual for Subdivision, Street and Building naming.

**4.2 Capital Reserve Requisition**

- The Town of Stony Plain has requested a meeting with the Mayor's from the four municipalities, Meridian Housing Foundation board of directors and Executive Director Lori-Anne St. Arnault. A discussion was held as to Parkland County Mayor Shaigec not planning to attend. Chairman Councillor Jackie McCuaig will ask the Mayor to reconsider attending the meeting.

- After much discussion and consideration the board of directors has made a strategic decision taking into respect the impact this will have on the municipalities to reduce the annual capital reserve requisition to \$1 million which will start in 2020.

**RESOLUTION # 028/2019**

**MOVED by** Councillor Chantal McKenzie to rescind resolution #23/2019 that the board has decided to amend the annual capital reserve requisition from \$5 million to \$3 million.

**Carried Unanimously**

**RESOLUTION # 029/2019**

**MOVED by** Councillor Judy Bennett that Meridian Housing Foundation's strategic business plan for future lodge facilities and establishment of a capital reserve fund will be requisitioned annually. The amount for 2020 will be \$1 Million.

**Carried Unanimously**

**5. FINANCIALS**

**RESOLUTION # 030/2019**

**MOVED by** Councillor Chantal McKenzie to accept all financial reports as presented for information.

**Carried Unanimously**

**6. NEW BUSINESS**

**6.1 New Bank Account**

**RESOLUTION # 031/2019**

**MOVED by** Councillor Judy Bennett that the Meridian Housing Foundation open a bank account with Servus Credit Union for an Affordable Housing Building Grant Account. Chairman, Councillor Jackie McCuaig, Vice-Chairman, Councillor Judy Bennett, Councillor Chantal McKenzie, Councillor Jocelyn Wiggins, Executive Director Lori-Anne St. Arnault and/or Doreen Engelhardt Controller; have signing authority on behalf of the Meridian Housing Foundation and that two signatures are required. The two signatures must be one board member and the Executive director or designate.

**Carried Unanimously**

## 6.2 Policy 8.08 Complaint/Request Process

- The policy 8.08 was updated to include the word request.

### **RESOLUTION # 032/2019**

**MOVED by** Councillor Jocelyn Wiggins that the board approves the Board Governance Policy 8.08 with changes.

**Carried Unanimously**

## 6.3 Stony Plain Legion

- Information summary sheet was provided to the board from Robin Telasky, Fund Development / Public Relations. Robin has been meeting with Gord Morrison to discuss the Legion's involvement in the Folkstone project.

## 6.4 Article / Announcement

- The board was provided with a draft copy of an article / announcement that Executive Director Lori-Anne St. Arnault will be placing in the local newspapers. The article will provide an overview of Meridian Housing Foundation and our role in the community as well as communicating our name change and funding announcement for the upcoming Folkstone affordable housing project.

## 6.5 ASCHA Tradeshow and Convention April 15-17, 2019

- The board was provided with the ASCHA Tradeshow and Convention package. Executive Director Lori-Anne St. Arnault, Councillor Jackie McCuaig, Councillor Judy Bennett, and Councillor Chantel McKenzie will be attending.

## 6.6 Strategic Planning Date

- Executive Director Lori-Anne St. Arnault will arrange for a Facilitator for Strategic Planning to be held at Whispering Waters Manor on June 20, 2019.

**7. INFORMATION ITEMS**

**RESOLUTION # 033/2019**

**MOVED** by Councillor Chantal McKenzie to accept Information items:

- Executive Director's Report
- Capital Campaign Report
- Resident Wait List
- ASCHA

**Carried Unanimously**

**8. IN-CAMERA**

**RESOLUTION # 034/2019**

**MOVED** By Councillor Jocelyn Wiggins that the board move in-camera at 12:05 pm.

**Carried Unanimously**

**RESOLUTION # 035/2019**

**MOVED** By Councillor Judy Bennett that the board move out-camera at 12:20 pm.

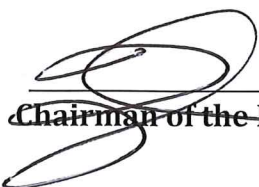
**Carried Unanimously**

**9. DATE, TIME AND PLACE OF NEXT MEETING**

Regular board meeting will be held on April 25, 2019 at 9:00 am at Whispering Waters Manor.

**10. ADJOURNMENT**

The Chairman, Councillor Jackie McCuaig declared the meeting adjourned at 12:30 pm.

  
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Chairman of the Board

  
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Vice-Chairman