

North Peace Housing Foundation

6780 – 103 Ave., Peace River, AB, T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

Board of Directors' Meeting

Zoom Meeting

February 2, 2022 – 4:00 PM

Town of Peace River
Village of Hines Creek
Village of Berwyn
County of Northern Lights
Clear Hills County
MD of Peace #135
MD of Fairview #136
Town of Grimshaw
Town of Fairview
Northern Sunrise County
Town of Manning

Schamehorn, Byron
Reintjes, Hazel
Montie, Ken
Reese, Brent
Walmsley, Danae
Eastman, Sandra
Hostetler, Joshua
Wald, Wendy
MacLeod, Gord
Boisvert, Dan
Rycroft, Greg

Regrets:

Village of Nampa

No Member Named

Also present: Executive Director, Tammy Menssa, Director of Finance - Clayton Bober and Director of IT, Communications and Stakeholder Relations, Don Good. Don Good acted as recording secretary.

Meeting called to Order at 4:03 PM

Agenda

01.02.22 Moved Rycroft, that the agenda be adopted as presented.
Carried

Member MacLeod joined at 4:08 PM
Member Wald joined at 4:12 PM

Consent Agenda

02.02.22 Moved Boisvert, that the Consent Agenda be adopted as presented.
Carried

Generative Session: Items

Discussion was held on meal options for non-residents, and on alternate means of raising funds.

03.02.22 Moved Eastman, that the Generative Session discussion items be accepted as information.
Carried


Handwritten initials/signature

Note: Member Macleod reported that he had dropped out for about 10 minutes due to Internet issues, and from then on had a sporadic connection until not reconnecting after approx. 5:00 PM.

Delegations

None

Regular Agenda

- Note: Recessed at 5:01 PM and reconvened at 5:09 PM to attempt reconnection with Member MacLeod
- 04.02.22 After much discussion and consideration, Moved Rycroft that the Draft Vaccination Policy be approved with an effective date of April 1, 2022.
Carried
- Note: Schamehorn, Montie, Reese, Eastman, Wald, Boisvert, Rycroft and Reintjes in the affirmative. Walmsley and Hostetler opposed.
- 05.02.22 Moved Eastman, that the 2022 Capital Maintenance and Renewal information and 2022 Budget letter be accepted as information.
Carried
- 06.02.22 Moved Boisvert, that Corporate Policy 3.4 Petty Cash Funds be accepted as Amended
Carried
- Note: The Limitations section is modified with the purchase amount being increased to \$50.00 and that the line "Petty cash funds may not be used to reimburse employees for Foundation purchases made by personal cheque or credit card." is removed.
- 07.02.22 Moved, Rycroft, that the Board move into Closed Session: FOIP Division 2, Exceptions to Disclosure, s. 23 Local public body confidences at 6:01 PM
Carried
-  Note: Vice Chair Rycroft assumed the Chair as Chairperson Reintjes disconnected due to Internet Issues. Member Rycroft remained as Chair for the remainder of the Closed Session as directed by Chair Reintjes on her return.
- 08.02.22 Moved Wald, that the meeting come out of Closed Session at 6:16 PM.
Carried
- 09.02.22 Moved Boisvert, that the Board direct Administration to proceed with a review of the Vacation Policy, and to bring it back with a financial analysis of the policy.
Carried
- Note: Chairperson Reintjes resumed as Chair.

Board of Directors' Meeting Minutes

Page 3

February 2, 2022

09.02.22 Moved Eastman, that the February 2, 2022, agenda be amended to correct the date of the next meeting to be March 2, 2022.
Carried

Next Meeting – March 2, 2022, Zoom Meeting

Meeting Adjourned 6:21 PM



Hazel Reintjes
Board Chair

March 2, 2022
Date



Don Good
Recording Secretary

March 2, 2022
Date