



North Peace Housing Foundation

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Board of Directors' Meeting

Homesteader Lodge – Hines Creek, Alberta

June 7, 2023

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

Schamehorn, Byron – Zoom (Joined 4:10)
Reintjes, Hazel
Wald, Wendy
Walmsley, Danae
Schug, Kayln
Montie, Ken - Zoom
Boisvert, Dan
Eastman, Sandra
Skrlík, Perry
MacLeod, Gord - (Arrived 4:08)

Regrets:

Town of Manning
MD of Fairview #136

Fredrickson, Trevor
Hostetler, Joshua

Also present: Director of Finance, Clayton Bober and Director of IT, Communications and Stakeholder Relations, Don Good. Clayton Bober acted as recording secretary. Executive Director Tammy Menssa was not in attendance.

Meeting called to Order at 4:00 PM

44.05.23 Moved Skrlík, that the Agenda be adopted as presented.
Carried

Consent Agenda

- 45.05.23 Moved Boisvert, that the Minutes of the May 3rd 2023, meeting be adopted as amended.
Carried
Note: Removed second “Boisvert” from motion 36.04.23 and added the word “move” to motion 41.04.23
- 46.05.23 Moved Boisvert, that Administration provides a thank you to staff, and external helpers, that assisted in the evacuations from Homesteader and Harvest lodges on behalf of the Board.
Carried
- 47.05.23 Moved Boisvert, that the Consent Agenda be adopted as amended.
Carried

Generative Session

Discussion was held regarding the bus in Hines Creek and the Board was shown the new drone shot samples of Heritage Tower Lodge, Green Valley Apartments, and Garden Court that will be used in promotional materials.

Regular Agenda

- 48.05.23 Moved Macleod, that regarding the Nurse call system that Option 1: Direct Administration to contact ACSSI North Inc. to obtain quotes for the replacement of the nurse call systems for Harvest, Homesteader, and Heritage Tower Lodge, with the focus on Harvest Lodge for replacement in 2023, be adopted.
Carried
- 49.05.23 Moved Schug, that Option 1: Move forward with the proposed siding replacement for the existing lodge and garage for a combined cost of \$120,621.00, plus GST, be adopted.
Carried
- 50.05.23 Moved Wald, a letter be written to the appropriate people regarding the Foundation's being made responsible for the cost of replacing the existing siding on the Del-Air Lodge instead of it being replaced as part of the overall Del-Air redevelopment project.
Carried.
- 51.05.23 Moved Eastman that Administration be directed to prepare a list of auditing firms and to solicit proposals for an RFP package for audit services with an appointment term of 4 years.
Carried
- 52.05.23 Moved Schug, that the Virtual/Remote meeting protocols be returned to administration for further review, incorporating comments from this meeting.
Carried
- 53.05.23 Moved Boisvert, that the Bad Debt policy be accepted as amended.
Carried
- 54.05.23 Moved Eastman, that the North Peace Housing Foundation Surveillance/Security Cameras in the Workplace Policy be returned to administration for further review, incorporating comments from this meeting.
Carried

Next Meeting – July 5, 2023 – Heritage Tower Lodge in Peace River

Meeting Adjourned 5:30 PM

Board of Directors' Meeting Minutes

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June 7, 2023

Hazel Reintjes
Board Chair

Don Good
Recording Secretary

Date

Date