



# 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

Central Office – Peace River

October 4, 2023

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

Reintjes, Hazel (Chair)  
Schamehorn, Byron  
Walmsley, Danae – Zoom  
Schug, Kayln – Zoom  
Montie, Ken – Zoom  
Boisvert, Dan – Zoom  
Eastman, Sandra  
MacLeod, Gord – Zoom  
Hostetler, Joshua  
Wald, Wendy – Zoom (Left at 4:59)

### Regrets:

Village of Nampa  
Town of Manning

Skrlik, Perry  
Fredrickson, Trevor

Also present: Executive Director Tammy Menssa (By Zoom), 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 4:01 PM

77.08.23 Moved Eastman, that the Agenda be adopted as Amended.  
Carried

*HR*  
Note: Add "Board Members Roundtable" to future agendas

### Consent Agenda

*g*  
78.08.23 Moved Wald, that the Consent Agenda be adopted as presented.  
Carried

### Generative Session

No Discussion

**Regular Agenda**

- 79.08.23 Moved Hostetler, that the NPHF Options Analysis and Business Proposal Update be accepted as information as information.  
Carried
- 80.08.23 Moved Schamehorn, that the Town of Manning Sidewalk Bylaw Compliance report be accepted as information.  
Carried
- 81.08.23 Moved Eastman, that the Lodge Rate Schedule 2024 – 2025 be adopted as presented.  
Carried
- 82.08.23 Moved Eastman that Administration examine options for Lodge rental rates for the 2025 – 2026 Lodge Rate schedule.
- 83.08.23 Moved Schamehorn that Garrison Manor Concerns verbal report be accepted as information.  
Carried.
- 84.08.23 Moved Hostetler, that the Audit Appointment recommendation be adopted as presented.  
Carried
- 84.08.23 Moved Schamehorn, that the Audit Appointment Policy be adopted with changes as noted.  
Carried
- 84.08.23 Moved Hostetler, that the Board enter in to Closed Session at 4:59 PM: FOIP Division 2, Exceptions to Disclosure, 24 Advice from Officials (Del-Air Lodge Redevelopment), and FOIP Division2, Exceptions to Disclosure, 25 Disclosure harmful to economic and other interests of a public body (2023 Wage and Salary Negotiation) FOIP, Division 2, Exceptions to Disclosure, s. 17 Disclosure Harmful to Personal Privacy (CAO Performance Appraisal).  
Carried

Note: Clayton Bober and Don Good left the meeting prior to the CAO Performance Review section at 5:58 PM and returned at 6:13 PM

Note: Tammy Menssa left for 5 minutes during the CAO Performance Appraisal portion of the closed session while the Board deliberated, then returned for discussion.

- 85.08.23 Moved Eastman, that the Board come out of Closed Session at 6:14 PM  
Carried

Board of Directors' Meeting Minutes

Page 3

October 4, 2023

86.08.23 Moved Montie, that the 2023 Wage and Salary review be adopted as amended.  
Carried

87.08.23 Moved Eastman, that the CAO Performance Review be confirmed as discussed in  
Closed Session.  
Carried

Board Members Roundtable: No motions resulted from discussions.

Next Meeting – November 1, 2023 - Central Office, Peace River.

Meeting Adjourned 6:31 PM



Hazel Reintjes  
Board Chair

DEC 6, 2023  
Date



Don Good  
Recording Secretary

DEC 6, 2023  
Date