

- PRESENT:** Chair, Member at Large Randy Dubord
Vice Chair, Member at Large Yvan Boutin
Councillor Stuart Houston, City of Spruce Grove via Zoom
Councillor Melanie Loyns, Town of Stony Plain
Councillor Rob Wiedeman, Parkland County
Member at Large Jopie Belder
Member at Large Cheryl Budzinski
- STAFF:** Lori-Anne St. Arnault, Executive Director
Doreen Engelhardt, Director of Finance
Stephanie Sabadaska, Director of Lodge Operations
Stuart Fehr, Director of Maintenance & Asset Management
Tera Innes, Recording Secretary
- REGRETS:** Virginia Mayer, Director of Housing
- GUESTS:** Auditor, Curtis Friesen of Metrix Group LLP – 2024 Audit Presentation
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1. Call to Order

The Chair, Member at Large, Randy Dubord called the board meeting of February 27, 2025 to order at 9:07 am.

2. Addition to/ Adoption of Agenda

Vice Chair, Member at Large, Yvan Boutin proposed adding a closed session with the auditor following the audit presentation, and a closed session to the end of the meeting.

Resolution #001/2025:

Moved by Member at Large, Jopie Belder to adopt the February 27, 2025 agenda as amended.

Carried Unanimously

3. Minutes

Resolution #002/2025:

Moved by Member at Large, Cheryl Budzinski to approve the Meridian Housing Foundation December 5, 2024 organizational and regular board meeting minutes as presented.

Carried Unanimously

4. Special Orders

4.1 2024 Year End Audit Presentation

Auditor, Curtis Friesen of Metrix Group LLP presented the 2024 Year End Audited financial statements for Meridian Housing Foundation and Senior Self-Contained to the Board of Directors. Further notes detailed under Item 7.1.

Closed Session

Financial Matter

Resolution #003/2025:

Moved by Vice Chair, Member at Large Yvan Boutin that the Board moves into closed session with the auditor at 9:39 am.

Carried Unanimously

Councillor, Rob Wiedeman joined the meeting at 9:40 am.

Resolution #004/2025:

Moved by Vice Chair, Member at Large Yvan Boutin that the Board moves out of closed session at 9:45 am.

Carried Unanimously

Auditor, Curtis Friesen left the meeting at 9:45 am.

5. Information Reports

Resolution #005/2025:

Moved by Member at Large Jopie Belder to receive and file all report items as information.

Carried Unanimously

6. Unfinished Business and General Orders

6.1 Spruce Grove Lodge

Construction is progressing well with the second parkade slab to be poured soon and framing set to begin mid-March. The CMHC funding agreement is in the final legal review stage, and administration continues to provide requested documentation. A naming contest for the Spruce Grove Lodge will be launched in the coming months.



6.2 Spruce Grove Affordable Housing

Administration updated the Board of Directors on the Affordable Housing Partnership Program application and ongoing advocacy efforts for the project. The application outcome is expected in April.

6.3 Office Renovation

The office renovation contract was awarded to Crossfire Contracting Ltd. following a tender process, with work commencing on January 6, 2025. Renovations are expected to be completed by March 14, 2025.

6.4 Asset Transfer: Alberta Rose Manor

Following the December 2024 board meeting, administration engaged Reynolds Mirth Richards & Farmer LLP to conduct a legal review of the asset transfer agreements as part of due diligence. Minor revisions were identified and submitted to the province before the January 9, 2025, deadline. The revised agreements have since been received, and Meridian Housing Foundation (MHF) has a new deadline of March 31, 2025, to submit the signed agreements.

The Alberta Social Housing Corporation (ASHC) plans to transfer ownership of Alberta Rose Manor, a 20-unit seniors' self-contained bungalow complex in Stony Plain, to MHF. These asset transfers are designed to leverage financing opportunities for Housing Management Bodies by increasing equity and supporting potential portfolio expansion.

7. New Business

7.1 2024 Year End Audit

Resolution #006/2025:

Moved by Member at Large Cheryl Budzinski to approve the reserve transfer as per the internally Restricted Net Assets report as presented within the Meridian Housing Foundation financial statements.

Carried Unanimously

Resolution #007/2025:

Moved by Member at Large Jopie Belder to approve the Meridian Housing Foundation Financial Statements for the year ended December 31, 2024 as amended.

Carried Unanimously



Resolution #008/2025:

Moved by Councillor Rob Wiedeman to approve the Meridian Housing Foundation Self-Contained Units Financial Statements for the year ended December 31, 2024 as amended.

Carried Unanimously

7.2 Appointment of Auditor

Resolution #009/2025:

Moved by Councillor Rob Wiedeman to appoint Metrix Group LLP as the external auditor for Meridian Housing Foundation's 2025 year-end financials.

In Favor: Chair, Member at Large Randy Dubord
Councillor Stuart Houston
Councillor Rob Wiedeman
Member at Large Jopie Belder
Member at Large Cheryl Budzinski

Opposed: Vice Chair, Member at Large Yvan Boutin
Councillor Melanie Loyns

Carried

7.3 Self-Contained Maximum Rents

Resolution #010/2025:

Moved by Member at Large Jopie Belder to approve an immediate reduction of the maximum basic rent cap for 2-bedroom senior self-contained units in Stony Plain, lowering it from \$1,160 to \$1,060.

Carried Unanimously

8. **Closed Session**

Strategic Discussion

Resolution #011/2025:

Moved by Vice Chair, Member at Large Yvan Boutin that the Board moves into closed session at 11:49 am.

Carried Unanimously

Councillor, Stuart Houston left the meeting at 11:49 am.



Resolution #012/2025:

Moved by Councillor Melanie Loyns that the Board moves out of closed session at 12:50 pm.

Carried Unanimously

9. Date, Time and Place of Next Meeting

Meridian Housing Foundation's next regular board meeting will be held on April 24, 2025 at 9:00 am at Meridian Housing Foundation's Administration Office.

10. Adjournment

The Chair, Member at Large Randy Dubord, declared the meeting adjourned at 12:51 pm.

These minutes were approved on the 24 day of April, 2025.



Chair of the Board



Vice-Chair

