

***Meridian Housing Foundation Board Of Directors
Regular Board Meeting Minutes
Via Zoom
September 03, 2021***

PRESENT: Chairman Councillor Judy Bennett, Town of Stony Plain
Vice Chairman Councillor Chantal McKenzie, City of Spruce Grove
Councillor John McNab, Parkland County

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

1. Call To Order

The Chairman called the Board Meeting of September 03, 2021 to order at 1:00 pm.

2. Addition To / Adoption Of Agenda

RESOLUTION #060/2021

MOVED by Councillor John McNab, to adopt Meridian Housing Foundation agenda as presented.

Carried Unanimously

3. Minutes

RESOLUTION #061/2021

MOVED by Councillor Chantal McKenzie to accept the June 25 2021 regular board meeting minutes as presented.

Carried Unanimously

4. Reports of Officers, Board, Standing Committees

- Executive Director Report
- Resident Wait List
- Financial Reports
- Correspondence
- HMB – Municipality Information Sheet

RESOLUTION #062/2021

MOVED by Councillor Chantal McKenzie that the board received and filed all report items as presented.

Carried Unanimously

5. Reports of Special Committees

5.1 Capital Campaign Report

- Board was provided with capital campaign meeting minutes from August 18, 2021.
- Capital Campaign amount raised as of August 18, 2021 is \$173,332.00
- Videos are complete and available for online fundraising campaign.
- The next Capital Campaign meeting will be September 23, 2021.

6. Unfinished Business and General Orders

6.1 Folkstone Manor

- Executive Director Lori-Anne St. Arnault provided the board with an update on Folkstone Manor. The substantial completion date was August 20, 2021 with conditions.
- Inspections took place by Najfeldt Architect Engineers and Meridian Housing Foundation results were compiled and shared with Jen-Col.
- A hold back of \$195,000 as a result of the Prime Contract work not completed and deficiencies.
- Folkstone Manor has been added to the RMA insurance policy.
- Tours are being given to tenants to confirm rental.
- Meridian Housing Foundation will be having a grand opening for Folkstone Manor in October 2021.

6.2 Spruce Grove Lodge / Business Case

- A presentation on the Spruce Grove business plan and development options was given to municipal CAOs by Colliers Project Leaders.
- Colliers Project Leaders will continue to work closely with Executive Director Lori-Anne St. Arnault with plans to create a presentation for Mayor's and member municipality councils. Presentation to include information about capital contributions.

6.3 Meridian Housing Foundation Office Space

- Administration has resent out a revised RFP for the renovations of office space. All bid submissions must be handed in by October 6, 2021 @ 2:00pm.

7. New Business

7.1 Executive Director Evaluation

- Board Members to meet Via Zoom to discuss Executive Director Lori-Anne St. Arnault's evaluation. Board Chairman Judy Bennett will meet with Executive Director Lori-Anne St. Arnault to review results.

8. Closed Session

RESOLUTION #063/2021

MOVED by Councillor John McNab that the board moves into closed session at 2:51 pm.

Carried Unanimously

RESOLUTION #064/2021

MOVED by Councillor Chantal McKenzie that the board moves out of closed session at 3:08 pm.

Carried Unanimously

- Board Members and Executive Director Lori-Anne St. Arnault will meet in September to discuss contract.

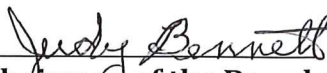
9. Date, Time And Place Of Next Meeting

Regular board meeting will be held on September 30, 2021 at 9:00 am Via Zoom.

10. Adjournment

The Chairman, Councillor Judy Bennett declared the meeting adjourned at 3:15 pm.

These minutes were approved on the 1 day of Nov, 2021.


Chairman of the Board


Vice-Chairman