

Board of Directors

Regular meeting minutes

April 30, 2026 at 9:00 am

Present: Board Chair, Member at Large Stuart Houston
Vice Chair, Councillor Melanie Loyns, Town of Stony Plain
Councillor Jan Gillett, City of Spruce Grove
Councillor Ben Jespersen, Parkland County
Member at Large Randy Dubord
Member at Large Cheryl Budzinski
Member at Large Yvan Boutin

Staff: Chief Executive Officer, Lori-Anne St. Arnault
Director of Finance, Doreen Engelhardt
Director of Housing, Virginia Mayer
Director of Maintenance & Asset Management, Stuart Fehr
Recording Secretary, Tera Innes

1. Call to Order

The Chair, Member at Large Stuart Houston called the meeting of April 30, 2026 to order at 9:04 am.

2. Adoption of Agenda

Councillor Jan Gillet requested a friendly amendment to the agenda Item 7.2 personnel matter under closed session to the agenda. Councillor Jespersen accepted the amendment to the agenda.

Resolution #011/2026:

Moved by Councillor Ben Jespersen to adopt the April 30, 2026 agenda as amended.

Carried Unanimously

3. Minutes

Resolution #012/2026:

Moved by Member at Large Yvan Boutin to approve the March 12, 2026 regular board meeting minutes as presented.

Carried Unanimously

4. Information Reports

4.1 Chief Executive Officer Report

4.2 Housing Director Report

4.3 Financial Reports

4.4 Compliance Attestation

4.5 Correspondence:

- Seniors Lodge Living Experience Survey 2026

Resolution #013/2026:

Moved by Member at Large Cheryl Budzinski to receive and file all report items as information.

Carried Unanimously

5. Unfinished Business and General Orders

5.1 Horizon View Lodge

Resolution #014/2026:

Moved by Councillor Gillett to accept the Horizon View Lodge Briefing Note for information.

5.2 Spruce Grove Family Affordable Housing

Resolution #015/2026:

Moved by Member at Large Randy Dubord to accept the Spruce Grove Family Affordable Housing Briefing Note for information.

Carried Unanimously

5.3 2026 Year End Auditing Services

Resolution #016/2026:

Moved by Member at Large Yvan Boutin to appoint Metrix Group LLP as the external auditor for the year ended December 31, 2026.

In favor: Board Chair, Member at Large Stuart Houston
Member at Large Randy Dubord

Opposed: Vice Chair, Councillor Melanie Loyns
Councillor Jan Gillett
Councillor Ben Jespersen
Member at Large Yvan Boutin
Member at Large Cheryl Budzinski

Defeated

Resolution #017/2026:

Moved by Councillor Ben Jespersen to appoint Givens LLP as the external auditor for the year ended December 31, 2026.

In favor: Board Chair, Member at Large Stuart Houston
Vice Chair, Councillor Melanie Loyns
Councillor Jan Gillett
Councillor Ben Jespersen
Member at Large Yvan Boutin
Member at Large Cheryl Budzinski

Opposed: Member at Large Randy Dubord

Carried

6. New Business

6.1 2025 Annual Report

Resolution #018/2026:

Moved by Councillor Melanie Loyns to approve the 2025 Annual Report as presented.

Carried Unanimously

6.2 Maintenance Reserve Fund

Resolution #018/2026:

Moved by Member at Large Cheryl Budzinski to approve the maintenance reserve transfer of up to \$150,000 from the Alberta Rose Manor Maintenance and Renewal Fund Reserve to the Self-Contained general bank account for the exterior finishing replacement at Alberta Rose Manor.

Carried Unanimously

6.3 Whispering Waters Manor/Forest Ridge Place Reserve Funds

Resolution #19/2026:

Moved by Councillor Ben Jespersen to approve the reallocation of \$150,000 from the Whispering Waters Manor Building Reserve Fund and \$80,000 from the Forest Ridge Place Building Reserve Fund to the Meridian Housing Foundation and Forest Ridge Place general bank accounts for the shingle replacement of the Whispering Waters Manor/Forest Ridge Place building.

Carried Unanimously

6.4 Lodge Reserve Fund Contribution

Resolution #20/2026:

Moved by Councillor Melanie Loyns that the \$35,000 contribution be designated to fund a Capital Reserve Fund for the MHF Lodge Program.

Carried Unanimously

Resolution #21/2026:

Moved by Councillor Melanie Loyns that Meridian Housing Foundation open a new bank account with Servus Credit Union for the “Meridian Housing Foundation Lodge Contribution Fund” with online banking. Board Chair, Member at Large Stuart Houston, Vice Chair, Councillor Melanie Loyns, Chief Executive Officer, Lori-Anne St. Arnault, and/or Director of Finance, Doreen Engelhardt have signing authority on behalf of Meridian Housing Foundation and that two signatures are required. The two signatures must be one Board member and the Chief Executive Officer, Lori-Anne St. Arnault or Director of Finance, Doreen Engelhardt.

Carried Unanimously

6.5 Board Skills Matrix

7. Closed Session

Resolution #022/2026:

Moved by Member at Large Randy Dubord that the Board enter closed session at 11:47 am.

Carried Unanimously

7.1 Operational Personnel Matter

7.2 Board Personnel Matter

Resolution#023/2026:

Moved by Councillor Jan Gillett to exit closed session at 12:18 pm.

Carried Unanimously

8. Date, Time and Place of Next Meeting

Meridian Housing Foundation's next regular board meeting will be held on June 19, 2026 at 9:00 am at Meridian Housing Foundation's Administration Office.

9. Adjournment

The Chair, Member at Large Stuart Houston, declared the meeting adjourned at 12:19 pm.

These minutes were approved on the 19 day of June, 2026.



Chair of Board



Vice-Chair