



Meridian Housing Foundation Board of Directors Regular Meeting Minutes

April 24, 2025 at 9:00 am

Housing Foundation

- PRESENT:** Chair, Member at Large Randy Dubord
Vice Chair, Member at Large Yvan Boutin
Councillor Stuart Houston, City of Spruce Grove
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
Virginia Mayer, Director of Housing
Tera Innes, Recording Secretary
- REGRETS:** Stuart Fehr, Director of Maintenance & Asset Management
- GUESTS:** Tom Goulden, Stony Plain Town Manager – Town of Stony Plain Strategic Plan Presentation
-

1. Call to Order

The Chair, Member at Large Randy Dubord called the meeting of April 24, 2025 to order at 9:00 am.

2. Addition to/ Adoption of Agenda

Resolution #013/2025:

Moved by Member at Large Jopie Belder to approve the April 24, 2025 agenda as presented.

Carried Unanimously

3. Minutes

Resolution #014/2025:

Moved by Councillor Melanie Loyns to approve the February 27, 2025 regular board meeting minutes as presented.

Carried Unanimously

4. Information Reports

Resolution #015/2025:

Moved by Vice Chair, Member at Large Yvan Boutin to receive and file all report items as information.

Carried Unanimously

5. Special Orders

5.1 Town of Stony Plain Strategic Plan Presentation

Stony Plain Town Manager, Tom Goulden joined the meeting at 9:18 am.

Tom Goulden, Stony Plain Town Manager presented the Town of Stony Plain's 2025-2028 Strategic Plan to the Board. The presentation was concluded following a brief question and answer period on the presented plan.

Stony Plain Town Manager, Tom Goulden left the meeting at 9:57 am.

6. Unfinished Business and General Orders

6.1 Spruce Grove Lodge

Administration provided an update on construction progress and informed the Board of an upcoming contest to name the building.

6.2 Spruce Grove Affordable Housing

Administration is awaiting the provincial announcement of successful recipients of the Alberta Housing Partnership Program grant.

6.3 Maintenance Garage & Storage Area

There was an in-depth discussion about establishing a centralized maintenance garage and storage area, including potential options. Currently, MHF's maintenance inventory is spread across multiple buildings due to insufficient storage space, and the company vehicle is parked overnight above ground at an MHF property. Centralizing these operations is expected to improve efficiency and enhance vehicle security.



Resolution#016/2025:

Moved by Councillor Stuart Houston to approve the surplus funds of up to \$325,000 from the administration general account for the development and construction of a maintenance garage and storage area.

In Favor: Chair, Member at Large Randy Dubord
Vice Chair, Member at Large Yvan Boutin
Councillor Stuart Houston
Councillor Melanie Loyns
Member at Large Jopie Belder
Member at Large Cheryl Budzinski

Opposed: Councillor Rob Wiedeman

Carried

6.4 Asset Transfer: Alberta Rose Manor

Meridian Housing Foundation submitted the signed asset transfer agreements for Alberta Rose Manor to Alberta Social Housing Corporation and is awaiting the Assistant Deputy Minister's signature on the agreements.

7. New Business

7.1 2024 Annual Report

The Board reviewed the 2024 Annual Report presented by administration and provided minor revisions to the document.

Resolution #017/2025:

Moved by Vice Chair, Yvan Boutin to approve the 2024 Annual Report as amended.

Carried Unanimously

7.2 2025 Resident Satisfaction Survey

Each March, Meridian Housing Foundation conducts a voluntary Resident Satisfaction Survey at Whispering Waters Manor and Forest Ridge Place, demonstrating compliance with Accommodation Standards. Meridian Housing Foundation implements operational goals based on the feedback received through the survey. Results are compiled and published on the Foundation's website.



7.3 Board Member Skills Matrix

Alberta's Stronger Foundations strategy requires Housing Management Bodies to ensure that board appointments are competency-based. In alignment with this requirement, Meridian Housing Foundation evaluates board member competencies and submits a Board Skills Matrix as part of its annual Business Plan to the province.

8. Closed Session

Resolution #018/2025:

Moved by Councillor Rob Wiedeman to enter closed session at 11:24 am.

Carried Unanimously

8.1 Legal & Personnel

Resolution #019/2025:

Moved by Councillor Rob Wiedeman to end closed session at 11:55 am.

Carried Unanimously

9. Date, Time and Place of Next Meeting

Meridian Housing Foundation's next regular board meeting will be held on June 26, 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 12:05 pm.

These minutes were approved on the 26 day of June, 2025.



Chair of the Board



Vice-Chair

