

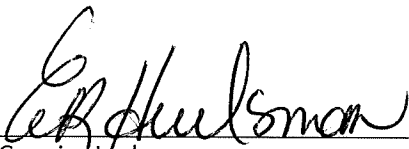
MINUTES

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| Board Members | Connie Huelsman, Board Chair Red Deer County | Ken Denson, Town of Penhold | Jul Bissell (REGRETS) Village of Elnora |
| | Don Harrison Town of Innisfail | Sandy Gamble Town of Bowden | Tim Wilson Village of Delburne |
| The Bethany Group | Carla Beck CEO, The Bethany Group | Shannon Holtz Associate Director of Housing | Melodie Stol Stakeholder Relations |
| Parkland Foundation | Sheila Beierbach Finance and Payroll | | |

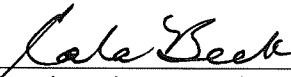
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| 1. | Call to Order The meeting was called to order at 10:00 am by Chair Connie Huelsman. |
| 2. | Review of Agenda PF 22-03-01 MOVED by S. Gamble to Approve the March 31, 2022 Agenda as presented. CARRIED |
| 3. | Delegation – MNP presentation of the 2021 Audited Financial Statements Lindsey Schmidt from MNP review the 2021 Audited Financial Statements and a qualified audit opinion was received. This qualification is related to how Alberta Social Housing Corporation requires deficit funding for social housing to be recorded and does not reflect on local accounting practices. No management letter provided as MNP had no recommendations for improvement. Highlights: Covid funding was in place for all of 2021. First full year of Autumn Grove, and properties in Delburne and Elnora included for three months. PF 22-03-02 MOVED by T. Wilson to accept the 2021 Audited Financial Statements as presented. CARRIED |
| 4. | Approval of Minutes PF 22-03-03 MOVED by K. Denson to Approve the December 2, 2021 Organizational meeting minutes as presented. CARRIED PF 22-03-04 MOVED by D. Harrison to Approve the December 2, 2021 Regular meeting minutes as presented. CARRIED |

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| 5. | Correspondence | |
| | a. | Seniors and Housing – Budget Letter |
| | d. | Seniors Income Amounts January – March 2022 |
| | PF 22-03-05 MOVED by S. Gamble to accept the Correspondence as presented. CARRIED | |
| 6. | Reports | |
| | a. | <p>Financial Reports</p> <p>Review of financial reports for the 2 months ending February 28, 2022.</p> <p>Highlights: Lodge. Rental income on budget, higher seasonal usage on utilities, salaries reflect impacts of staff illness, new lodge assistant position starting in April. Covid funding received for expenses related to outbreak.</p> <p>SSC: Rental revenue strong, deficit funding now being received for the portfolio. Projects will be starting in the spring.</p> <p>PF 22-03-06 MOVED by D. Harrison to accept the February financial reports as presented. CARRIED</p> |
| | b. | <p>Occupancy Stats to March 15, 2022</p> <p>Some units are vacant in Bowden and Dodds Lake and are waiting for renovations.</p> <p>PF 22-03-07 MOVED by K. Denson to accept the occupancy report as presented. CARRIED</p> |
| | c. | <p>CAO Report</p> <p>The outbreak at Autumn Grove closed March 25 and regular activities have resumed. Mandatory vaccination will continue with all new hires and 100% of current staff are vaccinated. Reviewed current capital and maintenance projects. Reviewed the Ministry of Seniors and Housing Board Competency consultation and draft housing needs assessment template. Quality Improvement initiative underway for mealtime experience with Parkland staff and resident participating. Updated snow removal contract signed. Complaint process reviewed and tenant meetings resuming. Request to create an FAQ for communities/residents to reduce tenants bypassing process.</p> <p>PF 22-03-08 MOVED by T. Wilson to update the mandatory vaccination policy as discussed. CARRIED</p> <p>PF 22-03-09 MOVED by s. Gamble to accept the CAO report as presented. CARRIED</p> |
| 7. | New Business | |
| | a. | 2021 audited Financial Statements – See item 3 |

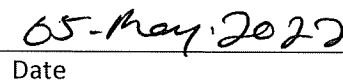
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| | b. | ASCHA Convention Ballot voting ASCHA uses a weighted voting system at their AGM and the ballot must be assigned. PF 22-03-10 MOVED by K. Denson to assign the ASCHA AGM ballot vote with one to Sandy Gamble and one to Don Harrison. CARRIED |
| 8. | | Previous Business |
| | a. | N/A |
| 9. | | Next Meeting - Thursday May 5, 2022 at 10:00 am |
| 10. | | Adjournment PF 22-03-11 MOVED by D. Harrison to adjourn the March 31, 2022 Meeting at 1140 am. CARRIED |



Connie Huelsman
Parkland Foundation


Date

Carla Beck or Shannon Holtz
The Bethany Group


Date