

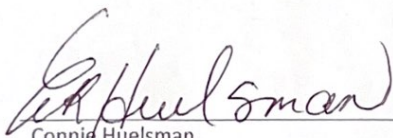
MINUTES

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

1.	Call to Order Introduction of Ronda Sandeski, the new manager of Autumn Grove. The meeting was called to order at 10:10 am by Chair Connie Huelsman.	
2.	Review of Agenda PF 22-10-01 MOVED by K. Denson to Approve the October 5, 2022 Agenda as presented. CARRIED	
3.	Approval of Minutes PF 22-10-02 MOVED by S. Gamble to Approve the June 9, 2022 Regular meeting minutes as presented. CARRIED	
4.	Correspondence	
	a.	Letter of Thanks
	b.	TBG August Staff newsletter
	c.	Faith and Aging Conference
	d.	Seniors Income July – September 2022
	e.	Seniors and Housing – Business Plan
	PF 22-10-03 MOVED by K. Denson to accept the Correspondence as presented. CARRIED	
5.	Reports	
	a.	Financial Reports

		<p>Review of financial reports for the 8 months ending August 31, 2022. Solid revenue reflected in both lodge and housing. Surplus in both portfolios. Spending plan focus on health and safety items for housing side to meet budget. Lodge surplus recommendations will be brought to the December meeting. No current covid salary expenses. Vacant regular staff line was filled in August.</p> <p>PF 22-10-04 MOVED by D. Harrison to accept the August financial reports as presented. CARRIED</p>
	b.	<p>Occupancy Stats to August 31, 2022 Solid occupancy in the portfolio. Suite renovation funding for 11 suites has been approved by the GoA.</p> <p>PF 22-10-05 MOVED by S. Gamble to accept the occupancy report as presented. CARRIED</p>
	c.	<p>CAO Report Highlights: Individual covid cases are being managed well, no outbreaks. More outings, more visits and more engagement in the community has been noted. An increase in apartment residents and resident families joining meal time. Capital projects, ASCHA regional meeting information, Education, Quality Improvement, menu planning and staffing updates. Fencing project around the generator will have to be completed for insurance purposes. Administrative fee increase memo was shared, with the item coming back to the December budget meeting. Information on bus services provided by the Legion was shared.</p> <p>PF 22-10-06 MOVED by S. Gamble to accept the CAO report for information. CARRIED</p>
	d.	<p>COR Audit Audit was completed over the summer, awaiting final report.</p>
6.	New Business	
	a.	<p>Affordable Housing Needs Assessment Guidebook for the municipal led process was shared for information. The website to accompany the guidebook has not gone live as the government is waiting for the most current Stats Can data to populate the online portal.</p>
	b.	<p>HMB Board Skills Assessment The final worksheet for the skills assessment has been received. Completion of the tool will be scheduled for the February meeting.</p>

c.	<p>Appointment of Auditor</p> <p>Presentation of a summary of the auditor proposals and recommendations.</p> <p>PF 22-10-07 MOVED by K. Denson to approve the appointment of Metrix Group LLP (Edmonton) as auditor for a three-year term for the 2022-2024 fiscal years. CARRIED</p>
d.	<p>Annual Report</p> <p>Annual report for 2021 was presented. Timelines will change for the 2022 report, with the report being prepared following acceptance of the financial statements in March with board approval at the May meeting.</p> <p>PF 22-10-07 MOVED by S. Gamble to approve the 2021 Annual Report as presented. CARRIED</p>
e.	<p>Asset Management Framework</p> <p>The framework was released September 23, and administration has participated in webinars on the process. HMBs or municipalities won't be forced to accept an asset. Limited capacity for nominal sum dispositions in first two years, as the GoA wants focus on building processed for success.</p>
7.	<p>Next Meeting</p> <p>- Thursday December 1, 2022 at 10:00 am</p>
8.	<p>Adjournment</p> <p>PF 22-10-08 MOVED by D. Harrison to adjourn the October 6, 2022 Meeting at 12:00pm. CARRIED</p>


Connie Huelsman
Parkland Foundation


Carla Beck or Shannon Holtz
The Bethany Group

Dec 1, 2022
Date

Dec 1, 2022
Date