

**Boreal Housing Foundation**  
**Organizational and Regular Board Meeting**  
**October 31, 2019 at 10:00 am**  
**High Level – Town Board Room**

**In Attendance:** Cornie Teichroeb  
Paul Driedger  
Wally Olorenshaw  
Michelle Farris  
Josh Knelsen  
Clark McAskile  
Bill Neufeld - Via Teleconference 10:49 am  
Cameron Cardinal  
Crystal McAteer

**Missing:** Daphne Lizotte

**Administration:** Mary Mercredi, Chief Administrative Officer  
Evelyn Peters, Executive Assistant

**Call to Order:** CAO Mary Mercredi called the meeting to order at 10:50 am.

**Election of Officers**

**Election of Chairperson**

Mary Mercredi asked for nominations for Chair position.

Wally Olorenshaw nominated Clark McAskile,

Clark McAskile Declined.

Paul Driedger nominated Cornie Teichroeb,

Cornie Teichroeb accepted.

Bill Neufeld nominated Josh Knelsen

Josh Knelsen declined.

Josh Knelsen nominated Cameron Cardinal

Cameron Cardinal accepted.

Michelle Farris declared Nominations cease.

Cameron Cardinal, Chairperson by Vote – with signing authority

Cameron Cardinal in the Chair at 10:54 am.

**Election of Vice-Chair**

Chair Cameron Cardinal asked for nominations for the position of Vice Chair.

Wally Olorenshaw nominated Clark McAskile,

Clark McAskile accepted.

Paul Driedger nominated Cornie Teichroeb,

Cornie Teichroeb accepted.

Josh Knelsen declared Nominations cease.

Clark McAskile as Vice-Chair by vote, with signing authority

19-77 Moved by Michelle Farris

That the alternate signing authority be appointed to Paul Driedger.

Carried

19-78 Moved by Josh Knelsen

That Cornie Teichroeb be removed from having signing authority.

Carried

19-79 Moved by Bill Neufeld

That the ballots be destroyed

Carried

**Agenda:**

**Approval of Agenda**

19-80 Moved by Cornie Teichroeb

That the agenda be amended to include:

4.7 LDG-022 Policy

4.8 GOV-018 Policy

4.9 NUR-016 Policy

4.9.1 NUR-029 Policy

7.1 In Camera – Board Only

Carried

**Minutes from August 29, 2019 Regular Board Meeting**

19-81 Moved by Crystal McAteer

That the minutes of the August 29, 2019 Regular Board Meeting be approved as presented

Carried

**New Business**

**5-Year Lease for Staff Housing**

19-82 Moved by Cornie Teichroeb

That administration be advised to secure a 2-year lease for a staff housing apartment and a month by month lease on the duplex.

Carried

**ADM-016 Whistle Blower Policy**

19-83 Moved by Paul Driedger

That the ADM-016 Whistle Blower Policy be approved as presented.

Carried

**NUR-051 Restraints as a Last Resort Policy**

19-84

Moved by Wally Olorenshaw

That the amended NUR-051 Restraints as a Last Resort Policy be approved as presented

Carried

**2020 Lodge Budget**

19-85

Moved by Michelle Farris

That the 2020 Lodge Budget be approved as presented

Carried Unanimously

**2020 Supportive Living Budget**

19-86

Moved by Paul Driedger

That the 2020 Supportive Living Budget be approved as presented

Carried Unanimously

**2020 Housing Budget**

19-87

Moved by Clark McAskile

That the 2020 Housing Budget be approved as presented

Carried Unanimously

**LDG-022 Screening Employees, volunteers & Service Providers Policy**

19-88

Moved by Clark McAskile

That the LDG-022 Screening Employees, Volunteers & Service Providers Policy be approved as presented.

Carried

**GOV-018 Resident Concerns Resolutions Protocol Policy**

19-89

Moved by Michelle Farris

That the GOV-018 Resident Concerns Resolution Protocol Policy be approved as presented.

Carried

**NUR-016 Hand Hygiene Policy**

19-90

Moved by Wally Olorenshaw

That the NUR-016 Hand Hygiene Policy be approved as presented.

Carried

**NUR 029 Medication Administration Assistance Policy**

19-91

Moved by Crystal McAteer

That the NUR-029 Medication Administration Assistance Policy be approved as presented.

Carried

**Reports:**

**Financial Reports**

**CAO Report**

19-92

Moved by Paul Driedger

That the CAO report be received for information.

Carried

Chair Cameron Cardinal called for a break at 12:02 pm

Chair Cameron Cardinal reconvened the meeting at 12:18 pm

**In Camera:           Legal / Land / or Labor**

19-93                   Moved by Michelle Farris

That the meeting moves to in camera at 12:18 pm

Carried

19-94                   Moved by Wally Olorenshaw

That meeting moves out of in camera at 12:52 pm

Carried

19-95                   Moved by Cornie Teichroeb

That the termination of an employee be in accordance with the Alberta Labor Law guidelines.

Carried

**Heimstaed Lodge Financial Reports – September 30, 2019**

19-96                   Moved by Wally Olorenshaw

That the September 30, 2019 Lodge financial report be received for information.

Carried

**High Level Lodge – September 30, 2019**

19-97                   Moved by Clark McAskile

That the September 30, 2019 High Level Lodge financial report be received for information.

Carried

**Supportive Living Financial Reports – September 30, 2019**

19-98

Moved by Cornie Teichroeb

That the September 30, 2019 Supportive Living financial report be received for information.

Carried

**Housing Financial Reports – September 30, 2019**

19-99

Moved by Michelle Farris

That the September 30, 2019 Housing financial report be received for information.

Carried

**Grants & Reserves – September 30, 2019**

19-100

Moved by Cornie Teichroeb

That the September 30, 2019 Grants & Reserves report be received for information.

Carried

**Arrears Report – September 30, 2019**

19-101

Moved by Wally Olorenshaw

That the September 30, 2019 arrears report be received for information.

Carried

**Information items**

19-102 Moved by Paul Driedger

That the following items be accepted as information

- 6.1 Town of Rainbow Lake Letter
- 6.2 Town of High Level Letter
- 6.3 Alberta Seniors & Housing Letter
- 6.4 BHF Business Plan Confirmation Letter
- 6.5 Training on the Job
- 6.6 WSP Mackenzie House update
- 6.7 Letter to Dr Verna You AHS Re Contract Funding Oct16, 2019
- 6.8 2019 – 2020 Calendar

Carried

**Next Meeting Date:** That the next Regular Board Meeting be November 28, 2019 at 10:00 am in the La Crete, Alberta.

**Adjournment:** Chair Cameron Cardinal declared the meeting of October 31, 2019 be adjourned at 1:00 pm.

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Cameron Cardinal

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Evelyn Peters, Executive Assistant