

**Boreal Housing Foundation**  
**Regular Board Meeting**  
**September 30, 2024**  
**BHF Main Office - High Level**

**In Attendance:**

Crystal McAteer	Julie Melville	Eileen Morris
Sylvia Kennedy	Michelle Farris	Cameron Cardinal

**Absent:** Dale Wiebe

**Administration:** Mary Mercredi - CAO  
Roxanne Klassen - EA

**Call to Order:** Cameron called the meeting to order at 10:04am.

**Agenda**

- 24-113                   **Approval of Agenda**  
Moved by Michelle  
That the agenda be approved with addition 4.10 Ministerial Order.  
Carried
- 24-114                   **Meeting Minutes**  
Moved by Julie  
That the June 24, 2024 meeting minutes be approved with amendment of a misspelled name.  
Carried

**New Business**

- 24-115                   **RFD - New Hot Water Tank for Mackenzie House**  
Moved by Crystal  
That admin do additional research and send quotes to all board members for an e-vote.  
Carried
- 24-116                   **Review - ADM-017 Screening Employees, Volunteers & Service Providers**  
Moved by Crystal  
That policy ADM-017 be amended to include an annual criminal record check for all current staff members.  
Carried

- 24-117                    **Review - HSG-022 Market Rent Rates for 2025 (Community Housing)**  
Moved by Crystal  
That the policy be tabled and admin compose a letter to Minister Nixon, asking for a virtual meeting prior to December 2024.  
Carried
- 24-118                    **Review - HSG-023 Rent Rates for 2025 (Affordable Housing)**  
Moved by Michelle  
That the policy be approved, with an amendment to change the wording to "Boreal Housing Foundation" rates, not "Fort Vermilion" or "High Level" rates.  
Carried
- 24-119                    **NEW - LDG-001 Lodge Rent Rates for 2025**  
Moved by Crystal  
That the policy be approved, with minimum accommodation rates set to match the current senior rate set by the Alberta Government.  
Carried
- 24-120                    **NEW - LDG-002 Additional Fee Rates for 2025**  
Moved by Michelle  
Tabled
- 24-121                    **NEW - LDG-003 Minimum age for SL & CC Suites**  
Moved by Eileen  
That the policy be approved, with the minimum age as 65 years old.  
Carried
- 24-122                    **NEW - HSG-024 Affordable Housing Program**  
Moved by Julie  
That the policy be approved as presented.  
Carried
- 24-123                    **NEW - HSG-025 Rent-to-Purchase Program**  
Moved by Crystal  
That the policy be approved, with the Rent-to-Purchase payment set as equal-to the rent payment.  
Carried
- 24-124                    **Ministerial Order**  
Moved by Crystal  
That the information be received for information.  
Carried

**Reports - CAO & Financial**

- 24-125                   **Mackenzie House**  
Moved by Crystal  
That the Mackenzie House report be received for information.  
Carried
- 24-126                   **Housing**  
Moved by Michelle  
That the Housing report be received for information.  
Carried
- 24-127                   **Grants & Reserves & SRHI**  
Moved by Julie  
That the Grants & Reserves & SRHI report be received for information.  
Carried
- 24-128                   **Arrears Report**  
Moved by Michelle  
That the Arrears Report be received for information.  
Carried

Cameron exits at 12:04pm; Crystal to chair remainder of meeting.

- 24-129                   **Expenditure Report**  
Moved by Julie  
That the Expenditure Report be received for information.  
Carried
- 24-130                   **Bank Reconciliation Report**  
Moved by Sylvia  
That the Bank Reconciliation Report be received for information.  
Carried
- 24-131                   **CAO Report**  
Moved by Eileen  
That the CAO Report be received for information.  
Carried

**Information Items**

- 24-132                   Moved by Julie  
That the information item be received for information.  
Carried

**Next Meeting Date:**

That the next regular board meeting be set for October 28, 2024.

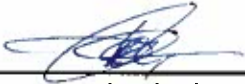
**Adjournment:**

24-133

Moved by Michelle

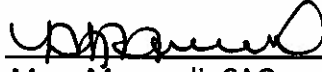
That the meeting of September 30, 2024 be adjourned at 12:20pm.

Carried



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Cameron Cardinal, Chair



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Mary Mercredi, CAO