

Boreal Housing Foundation
Regular Board Meeting
January 12, 2026
Main Office - High Level

In Attendance:

Crystal McAteer	Cameron Cardinal - Teams	Jordan Asels - Team:
Henry Geortzen	Lisa Wardley - Teams	Michelle Farris - Teams
Sharon Mclean	Peggie Barnhill - Teams	Brielle Mercredi - Public Member

Absent: Hannah Czmuchalek

Administration: Roxanne Klassen - EO

Call to Order: Crystal called the meeting to order at 1:00pm.

Adoption of Agenda

26-001 Moved by Henry
That the agenda be adopted with amendment to add 7.3 ASCHA Conference.
Carried

Adoption of Previous Minutes

26-002 **December 8, 2025 Minutes**
Moved by Lisa
That the Dec. 8, 2025 regular meeting minutes be approved as presented.
Carried

Delgations/Presentations

Action Items

26-003 **Adoption of Action List**
Moved by Michelle
That the Action List be received for information.
Carried

Business Arising from the Minutes

26-004 **Vendors**
Moved by Lisa

That the Board of Directors direct Administration to develop and maintain a regional Vendor Directory identifying available local service providers, including all Rates, Availability, and Orientation & Safety status'.
Carried

New Business

- 26-005 **AHS Commissioning List**
Moved by Sharon
That the AHS Commissioning List be received for information.
Carried
- 26-006 **RFD Contractor for Post Flood Housing Repair**
Moved by Cameron
That the Board approve Administration to engage a local contractor to inspect and provide cost estimates for required work on the three houses relocated from the flood plain, and that the resulting information be reported back to the
Carried
- 26-007 **ASCHA Conference**
Moved by Lisa
That the Board opt for the group rate and register up to 5 board members to attend the conference.
Carried

Reports

- 26-008 **Chair Report**
Moved by Peggie
That the Chair Report be received for information.
Carried
- 26-009 **Budget Report**
Moved by Michelle
That the Budget Report be received for information.
Carried
- 26-010 **Bank Reconciliation**
Moved by Peggie
That the Bank Reconciliation Report be received for information.
Carried
- 26-011 **Expenditure Report**
Moved by Lisa
That the Expenditure report be received for information.
Carried

26-012 **Arrears Report**
Moved by Henry
That the Arrears Report be received for information.
Carried

Bylaws & Policies

26-013 **RFD- Code of Conduct Policy (Tabled from December)**
Moved by Lisa
That the Board proceeds with the adoption of the GOV-023 Code of Conduct policy for the Boreal Housing Foundation board, in alignment with Government of Alberta recommendations for management bodies.
Carried

Correspondence for Action

Correspondence for Information

26-014 **Construction Progress Report**
Moved by Cameron
That the Construction Progress Report be received for information.
Carried

Closed Session

26-015 **In Camera**
Moved by Peggie
That the meeting move into Closed Session at 2:35pm.
Carried

26-016 **Out of Camera**
Moved by Henry
That the meeting move out of Closed Session at 4:01pm.
Carried

26-017 Moved by Michelle
That the Board of Directors of Boreal Housing Foundation authorize payment of the previously approved one-time stipend in the amount of \$5500 to Board Chair Crystal McAteer, recognizing the additional time and responsibilities undertaken to support staff and organizational operations during the period in which the Foundation operated without a Chief Administrative Officer.
And that this payment constitutes the fulfillment of the Board's approval granted at the December 2025 Board meeting.
Carried

26-018 Moved by Cameron
That Crystal McAteer be appointed as the Interim CAO.
Carried

26-019 Moved by Lisa
That a special board meeting be scheduled for January 23, 2025 @ 1:00pm.
Carried

Adjournment

26-020 Moved by Henry
That the meeting of January 12, 2026 be adjourned at 4:08pm.
Carried

Next Meeting:

That the next regular board meeting be set for February 9, 2026 at 1:00 pm.



Crystal McAteer, Chair



Cameron Cardinal, Vice-Chair