

## MINUTES

In Attendance:	Colleen Ebden	Town of Eckville
	Lenore Eastman	Town of Bentley
	Barb Gilliat	Village of Alix
	Barb Shepherd	Lacombe County
	Tracy Hallman (regrets)	Village of Clive
	Reuben Konnik	City of Lacombe
	Jamie Hoover	Town of Blackfalds
	The Bethany Group	Carla Beck, Shannon Holtz, Melodie Stol, Michelle Wideman (recorder)
	Lacombe Foundation	Sheila Beierbach

<b>1.</b>	<b>Call to Order</b> The meeting was called to order at 1:36pm by Jamie Hoover, Board Chair.
<b>2.</b>	<b>Approval of Agenda</b> <i>B. Shepherd moved to accept the Agenda as presented. CARRIED</i>
<b>3.</b>	<b>Approval of Minutes</b> <i>B. Gilliat moved to approve the Minutes of September 27, 2021 as presented. CARRIED</i>
<b>4.</b>	<b>Correspondence</b>
	a. The Bethany Group CEO Announcement
	b. Seniors Income Amounts Oct-Dec 2021
	c. Affordable Housing Implementation Strategy Minister Pon introduced a 10 Year Affordable Housing Strategy which will shape the future of affordable housing in Alberta. Will be discussed in depth at the spring Business Planning session.
	<i>R. Konnik moved to accept the Correspondence as information. CARRIED</i>
<b>5.</b>	<b>Reports</b>
	a. Financial Reports Review of financial statements and explanatory notes for the 10 months ending October 31, 2021. LF continues to receive funding for expenses related to covid, including funding to offset loss of rental revenue, additional supplies, and staff positions related directly to covid, i.e. greeters, extra housekeeping, etc. Previous years' financial statements are

	<p>available on the website for review, and could be emailed if requested.</p> <p>When there is extensive damage to an affordable housing suite, reserves are utilized for repairs. The Housing team does complete annual inspections - more often if necessary - to ensure tenants are keeping the suites in an appropriate manner. A collections agency is engaged if required.</p>
b.	<p>Occupancy Stats to October 31, 2021</p> <p>Review of occupancy report for the portfolio.</p>
c.	<p>Eckville Manor House</p> <p>Review of program profile prepared for Eckville Manor House, including potential future options to enhance services for that site. Administration will review the building code requirements to determine viability for DSL 4 beds.</p> <p><i>C. Ebden moved for administration to explore options for enhanced services at Eckville Manor.</i> <span style="float: right;"><b>CARRIED</b></span></p>
d.	<p>Operational Report</p> <p>Review of report provided by Shannon Holtz. In case of an outbreak, the Board will receive communication directly.</p>
<p><i>B. Gilliat moved to accept the Reports as information.</i> <span style="float: right;"><b>CARRIED</b></span></p>	
<b>6.</b>	<b>New Business</b>
a.	<p>Bad Debt Write-Offs for Eckville Manor House and Affordable Housing Projects</p> <p><i>B. Shepherd moved to approve the outstanding balances of \$1,496.00 for Eckville Manor House and \$887.26 for Blackfalds Affordable Housing, totaling \$2,383.26.</i> <span style="float: right;"><b>CARRIED</b></span></p>
b.	<p>Budget 2022</p> <p>A comprehensive budget package was provided for review. There continues to be several unknowns due to covid, including the top-up from government of the LAP Grant and the continuation of the covid funding, as well as resident choice to move during a pandemic. The requisition breakdown by municipality will be shared.</p> <p><i>B. Gilliat moved to approve the Lodge Budget as presented, with requisition to remain at \$624,600 and any deficit to be covered by retained earnings/unrestricted funds.</i> <span style="float: right;"><b>CARRIED</b></span></p> <p>A correction was noted that maintenance is budgeted at \$1,000 per door.</p> <p><i>C. Ebden moved to approve the Affordable Housing Budget as presented.</i> <span style="float: right;"><b>CARRIED</b></span></p>
<b>7.</b>	<p><b>Next Meeting Date</b></p> <p>Orientation Meeting – Monday January 31, 2022 @ 1:00pm via Zoom</p>
<b>8.</b>	<p><b>Adjournment</b></p> <p>The November 29, 2021 Lacombe Foundation meeting was declared adjourned at 3:08pm.</p>



*Jamie Hoover*

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Jamie Hoover, Board Chair  
Lacombe Foundation

*Mar 30, 2022*

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Date

*Shannon Holtz*

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Carla Beck, CEO or Shannon Holtz, Director  
The Bethany Group

*Mar 28, 2022*

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Date