

VERMILION & DISTRICT HOUSING FOUNDATION
REGULAR BOARD MEETING MINUTES
October 3, 2024

The Regular Meeting for Vermilion & District Housing Foundation was held on October 3, 2024.

Board Representatives:

Councillor Stacey Hryciuk	Chair	Present	County of Vermilion River
Councillor Robert Snow	Vice-Chair	Present	Town of Vermilion
Reeve Marty Baker	Director	Present	County of Vermilion River
Councillor Joshua Rayment	Director	Present	Town of Vermilion
Kimberly Thompson	Director	Present	Public Member
Barbara Sjoquist	Director	Present	Public Member – MD of Wainwright
Marcel Berard	Director	Present	Public Member

Administration:

Carrie Kohlruss	CAO	Present
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1. Call to Order

Chair Stacey Hryciuk called the meeting to order at 4:00 pm

2. Acceptance of Agenda

Motion: 2024-09-001

Vice-Chair moved to accept the October 3, 2024 Board Meeting Agenda.

CARRIED

3. Adoption of Minutes

3.1 Minutes of August 22, 2024 Regular Board Meeting

Motion: 2024-09-002

Director Marcel Berard moved to approve the August 22, 2024 Regular Board meeting minutes as presented.

CARRIED

3.2 Minutes of September 4, 2024 Special Board Meeting

Motion: 2024-09-003

Vice-Chair Robert Snow moved to approve the September 4, 2024 Special Board meeting minutes as presented.

CARRIED

4. Disbursement Listing

4.1 August, 2024 Disbursements

Motion: 2024-09-004

Director Robert Snow moved to accept the Disbursement Listing as presented.

CARRIED

5. Financial Statements

5.1. Financial Statements for August, 2024

Motion: 2024-09-005

Director Marty Baker moved to accept the August, 2024 Financial Statements as presented.

CARRIED

6. Correspondence

N/A

7. Old Business

7.1. Restricted Net Assets – Additional Reserves

Motion: 2024-09-006

Director Joshua Rayment motioned to postpone the discussion to a future date.

CARRIED

7.2. Ministerial Order

Item was tabled per Motion 2024-08-007

7.3. Handi-Van – no updates were provided at this time

8. New Business

8.1. Contractor for Snow Removal & Lawn Maintenance in Edgerton

Director Barbara Sjoquist removed herself through the discussion

8.2. Edgerton Vacant Lot Update

Discussion was held & CAO was requested to meet with the Village of Edgerton along with two Board members

8.3. CCH Type B Update

Presented as Information

8.4. Temporary Accommodations for LPN

Motion: 2024-09-007

Director Kimberly Thompson moved to offer a three-month fixed term contract in Parkway Manor if needed.

CARRIED

8.5. One Pharmacy as per Best Practices – CCH Type B

Motion: 2024-09-008

Director Marty Baker moved to proceed with the RFP for a One-Pharmacy in CCH Type B *CARRIED*

8.6. RAB (Rental Assistance Benefit)

Presented as Information

8.7. Damage Deposit for CCH Type B

Motion: 2024-09-009

Director Barbara Sjoquist moved leave the damage deposit as it stands.

CARRIED

8.8. Room Moving Fee - Lodge

Discussion was held and CAO was instructed to bring a detailed recommendation to next board meeting

8.9. Senior Accountant, Signing Authority Requested

Motion: 2024-09-010

Vice-Chair Robert Snow moved that access and signing authority be approved.

CARRIED

8.10. Vermilion Manor Tenant Meetings

Presented as Information

9. Incident Reports

N/A

10. CAO Report

Motion: 2024-09-011

Vice-Chair Robert Snow moved to accept the CAO Report as information.

CARRIED

11. Date of Next Meeting

Date of the next meeting is scheduled for October 24, 2024 at 4:00 pm in the Rotary Room.

12. Closed Session

Motion: 2024-09-012

Director Kimberly Thompson moved to go in Closed Session at pm.

Privileged Information (Section 17, FOIP)

Motion: 2024-09-013

Director Kimberly Thompson Moved to come out of Closed Session at 6:15 pm.

13. Adjournment

Chair Stacey Hryciuk adjourned the meeting of the Vermilion & District Housing Foundation Board of Directors.

Meeting was adjourned at 6:15 pm.

Stacey Hryciuk
Board Chairman

Carrie Kohlruss
Chief Administrative Officer