

VERMILION & DISTRICT HOUSING FOUNDATION
REGULAR BOARD MEETING MINUTES
March 27, 2025

Board Representatives:

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

Administration:

| | | |
|------------------|------------|---------|
| Brittany Bratrud | CAO | Present |
| Sasha Savic | CFO | Present |
| Joyce Bell | Consultant | Present |

1. Call to Order

Chair Stacey Hryciuk called the meeting to order at 4:03 PM

1.1 Additions to Agenda

8.3 Ministerial Order – For Discussion

2. Acceptance of the Agenda

Motion 2025-003-035

Vice-Chair Rob Snow moved to accept the Meeting agenda with addition of Ministerial Order discussion.

CARRIED

3. Delegation: MNP Auditor Report

Presentation from Michael Freeman, partner at MNP, reviewing the audited 2024 Financial Statements.

Motion: 2025-003-036

Vice-Chair Rob Snow Moved to accept the 2024 audited financial statements as presented.

CARRIED

4. Adoption of Minutes

4.1 Regular Board Meeting February 27, 2025

Motion 2025-003-037

Director Josh Rayment moved to approve the February 27, 2025 Board Meeting Minutes as presented.

CARRIED

5. Disbursement Listing

5.1 January 2025 Disbursements Listing for Information – Motion Required

Motion 2025-003-038

Director Marty Baker moved to approve January Disbursement Listing as presented.

BB

CARRIED

5.2 February 2025 Disbursement listing for Information – Motion Required

Motion 2025-003-039

Director Kim Thompson moved to approve February Disbursement Listing as presented.

CARRIED

6. Financial Statements

6.1 February 2025 Review – Motion Required

Motion 2025-003-040

Director Marty Baker moved to approve February Review Financial Statements as presented.

CARRIED

7. Correspondence

7.1 Requisition Split from Ministry Letter – Reviewed and Accepted as Information

7.2 Speaking Notes for BOD – Reviewed and Accepted as Information

8. Old Business – Actioned

8.1 AR-54-2025 – Apply for line of Credit - Reviewed and Accepted as Information

8.2 AR-54-2025 – Add CAO to Banking - Reviewed and Accepted as Information

8.3 Ministerial Order –Director Term Lengths For Information and Discussion

9. New Business

9.1 Alberta Housing Operating Budget 2025 – Reviewed and Accepted as Information

9.1.1 Updated RAB Boundaries – Reviewed and Accepted as Information

9.2 Alberta Housing Operating Budget 2023 (Audited) – Reviewed and Accepted as Information

9.3 Admin report AR-55-2025 Underage Tenant Approval – Motion Required

Motion 2025-003-041

Vice-Chair Rob Snow made the motion to approve underage tenant as suggested on Admin report provided.

CARRIED

10. Incident Report –

Visitor Incident Report – Received for Information

11. CAO Report – For Information – Motion Required

Motion 2025-003-042

Director Kim Thompson moved to accept the CAO Report for information.

CARRIED

12. Date of Next Meeting

Date of next meeting is scheduled for April 24, 2025 @ 4:00 PM in Rotary Room at Vermilion Valley Lodge.

13. Closed Session

Motion 2025-003-043

Director Marty Baker moved to go into closed session at 6:05 PM

13.1 Board – Privileged Information (Section 17, FOIP)

13.2 CAO – Privileged Information (Section 17, FOIP)

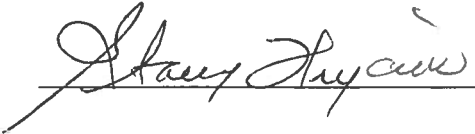
CAO Brittany Bratrud, CFO Sasha Savic and Consultant Joy Bell left the meeting at 6:35 PM

Vice Chair Rob Snow moved to return to Open Session at 6:38 PM

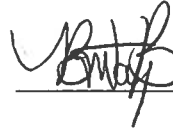
CARRIED

14. Adjournment

Chair Stacey Hryciuk adjourned the meeting at 6:38 PM

A handwritten signature in cursive script, reading "Stacey Hryciuk", written over a horizontal line.

Stacey Hryciuk
Board Chairman

A handwritten signature in cursive script, reading "Brittany Bratrud", written over a horizontal line.

Brittany Bratrud
Chief Administrative Officer