

VERMILION & DISTRICT HOUSING FOUNDATION
REGULAR BOARD MEETING MINUTES
 March 30th, 2026

Board Representatives:

Stacey Hryciuk	Chair	Present	Councillor, County of Vermilion River
Robert Snow	Vice-Chair	Present	Mayor, Town of Vermilion
Jason Stelmaschuk	Director	Absent	Councillor, County of Vermilion River
Bruce MacDuff	Director	Present	Councillor, Town of Vermilion
Alan Jones	Director	Present	Public Member
Barbara Sjoquist	Director	Present	Public Member – MD of Wainwright
Joshua Rayment	Director	Present	Public Member

Administration:

Brittany Bratrud	CAO	Present
Sasha Savic	CFO	Present

Delegates:

Michael Freeman	MNP	Present
Jon Freeman	MNP	Present

1. Call to Order

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

1.1 Additions to Agenda – 7.2 Correspondence CCH Type B Survey

2. Acceptance of the Agenda –

Motion 2026-003-01

Vice-chair Rob Snow moved to accept the Meeting agenda.

CARRIED

3. Delegation – MNP – Presentation of Auditors Report

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

Motion 2026-003-02

Director Bruce MacDuff moved to accept the 2025 audited financial statements as presented.

CARRIED

4. Adoption of Minutes

4.1 Regular Board Meeting February 27th, 2026

Motion 2026-003-03

Director Alan Jones moved to approve the February 27th, 2026, Board Meeting Minutes as presented.

CARRIED

5. Disbursement Listing

**5.1 February 2026 Disbursements Listing for Information – Motion Required
Motion 2026-003-04**

Director Bruce MacDuff to approve February 2026 Disbursement Listing as presented.
CARRIED

6. Financial Statements

6.1 February Lodge and Cottage, 2026 Review

6.2 February DSL3, 2026 Review

6.3 February DSL4, 2026 Review

6.4 February Social Housing, 2026 Review

Motion 2026-003-005

Director Barbara Sjoquist moved to approve all February 2026 Financial Statements as presented.
CARRIED

7. Correspondence –

7.1 ALA Rent Increase for CCH Type B Spaces – Reviewed and Accepted as Information

7.2 CCH Type B Survey - Reviewed and Accepted as Information

8. Old Business –

8.1 Apply for line of Credit – Discussed and Accepted as Information

9. New Business

9.1 Admin Report AR-07-2026 Proposed Lodge Rental Increase – Motion Required

Motion 2026-003-006

Vice-Chair Rob Snow moved to approve a 2% rental increase for Lodge units, effective August 1, 2026.
CARRIED

9.2 Admin Report AR-08-2026 Proposed Cottage Unit Rental Increase – Motion Required

Motion 2026-003-007

Director Josh Rayment moved to approve a 3% rental increase for Cottage units, effective August 1, 2026.
CARRIED

Motion 2026-003-008

Director Bruce MacDuff moved that Administration present proposed 3-year rental increases for Lodge and Cottage units at the April 2026 Board of Directors meeting.
CARRIED

9.3 Admin Report AR-09-2026 CCH Type B Damage Deposit - Motion Required

Motion 2026-003-009

Director Josh Rayment moved to approve a \$500 damage deposit for CCH Type B Spaces for all new move ins effective April 1, 2026.

CARRIED

**9.4 Admin Report AR-06-2026 Update DSL4 Funding GOA – Motion Required
Motion 2026-003-010**

Vice Chair Rob Snow moved to approve accepting Milestone One funding advice as presented on admin report to offset costs associated with opening original 10 DSL 4 (CCH Type B) beds.
CARRIED

**9.5 Admin Report AR-11-2026 LPN/HCA Wage Increases – Motion Required
Motion 2026-003-011**

Director Alan Jones moved to approve LPN/HCA wage increases to match ALA grids, effective April 24, 2026.
CARRIED

9. Incident Report – N/A

**10. CAO Report – For Information – Motion Required
Motion 2026-003-012**

Director Barbara Sjoquist moved to accept the CAO Report for information.
CARRIED

11. Date of Next Meeting – March 30th, 2026 @ 4PM in Vermilion Valley Lodge

12. Closed Session –

**Director Bruce MacDuff moved to go into closed session at 6:01 PM
Motion 2026-003-013
*CARRIED***

12.1 CAO – Privilege Information

This portion of the meeting was held in camera in accordance with the Protection of Privacy Act (Alberta), due to the discussion of personal information.

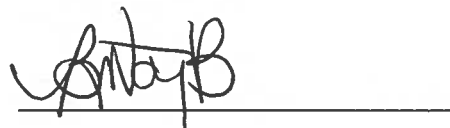
**Director Bruce MacDuff moved to come out of closed session at 6:08 PM
Motion 2026-003-014
*CARRIED***

13. Adjournment

Chair Stacey Hryciuk adjourned the meeting at 6:08 PM



Stacey Hryciuk
Board Chairman



Brittany Bratrud
Chief Administrative Officer