

Trochu Housing Corporation Meeting
Regular Meeting
Tuesday, November 14th, 2023
Town of Trochu Administrative Office, Trochu, AB
Following AGM

Minutes

Directors Present: Ken King, Barry Kletke, Carl Peterson, Chris Reeds,
Paula Kowalchuk, Ron Zook

Alternate Directors Present: Jaime Martel, Wade Christie

Management Present: Jamie Collins, Sam Smalldon

Recording Secretary: Jamie Collins

- Action items are highlighted

The Chair, Barry Kletke, called the meeting to order at 4:13 pm

1. Approval of Agenda

Vice Chair made the motion to approve the agenda.

CARRIED

2. Approval of Minutes

- a) Minutes from the Regular Meeting of September 11th, 2023

Director Chris Reeds made the motion to approve the Regular Meeting Minutes

CARRIED

- b) Minutes from the Special Meeting of October 23rd, 2023

Director Ron Zook made the motion to approve the Special Meeting Minutes.

CARRIED

3. Business Arising from the Minutes

- a) Project Grants

On December 22nd, 2022, the Continuing Care Capital Grant Application was submitted. We have heard that it was approved. We are waiting to hear from Alberta Seniors and CMHC and expect to hear by January 2024 and that a formal announcement will occur when we hear the outcome of these grant applications.

- b) Government Relations

Minister of Seniors, Community and Social Services, Minister of Health and MP Damien Kurek, and MLA Nathan Cooper

Relationships and conversations need to continue; they are still important.

4. New Business

a) New AHS Structure

A press release was circulated. There are two primary points of interest. Acute Care is being separated from Continuing Care. Our facility falls under Continuing Care. Covenant Health appears to have new authority.

b) Project Management Structure

A draft was distributed and reviewed.

c) RFP's for Construction Management and Architect

This a call for tenders for the Builder and the Architect. We need to have a detailed drawing completed, and all stakeholders need to be included. The RFPs are complete, have been reviewed by a lawyer, and are ready to post on Friday, November 17th, 2023. After a scoring and review, the board could approve successful applicants at the next meeting in January.

Director Chris Reeds made the motion to proceed with the RFP Process for the Construction Management as outlined by Sam Smalldon.

CARRIED

Director Ron Zook made the motion to proceed with the RFP Process for the Architect as outlined by Sam Smalldon.

CARRIED

d) 2024 Project Planning Budget and Project Site Work

A detailed 2024 budget will be presented at the January meeting. It could be as high as 3 million, 1.5 million for Project Planning, and 1.5 million for Project Site Work.

e) Alberta Health – CCCP Meeting November 28, 2023

Barry, Sam, and Carl have a virtual meeting on November 28, 2023.

f) Public Consultation Processes

Several public consultations will occur in the first 6 months of 2024.

- i) Town of Trochu Rate Payers
- ii) Community Advisory Engagement and Feedback

- iii) Life Lease Resident (This one needs to occur in the first quarter of 2024)
- iv) Trochu Seniors Housing Society
- v) St. Mary's Foundation

g) Project Workplan

- i) Positioning of Project on Site and Current
No change at this point in the positioning. After soil testing is done, we will have a better idea.
- ii) Business Case and Pricing Updates.
In approximately six months, the business case will be revisited.
- iii) Life Lease Marketing
Will continue, it is believed, once the formal announcement comes, the remaining life leases will sell.

h) Borrowing and Agreements

- i) Town of Trochu Borrowing Bylaw
The goal is to have this completed in the first quarter of 2024. If not, then, definitely in the first six months of 2024.
- ii) Borrowing Bylaw and Agreement with Kneehill County
This also needs to occur early in 2024.
- iii) Partnership with Covenant Health – Borrowing and Operating Agreements
We continue to meet monthly and will make it a priority to get a formal agreement in place.
- iv) Town of Trochu Debt Ratios
Will continue to work with Municipal Affairs and the ADEM to get this approved.

5. Pending Matters

- a) Future Planning & Engagement with Kneehill Housing
This was discussed, and it was decided that no future engagement with Kneehill Housing was required.

6. Key Messages

Waiting for the Minister's approval to make a formal announcement. Will continue to post any sales of life leases.

Next Meeting – Regular Meetings on January 15th, from 4:00 PM to 5:00 PM at the Town of Trochu Administrative Offices.

Adjournment

The meeting was adjourned at 5:11 PM