

Trochu Housing Corporation Meeting
Regular Meeting
Monday July 14th, 2025, 4:00 PM
Town of Trochu Administrative Office, Trochu, AB
Minutes

Directors Present: Carl Peterson, Paula Kowalchuk, Ron Zook, Chris Reeds

Directors Absent: Barry Kletke, Ken King

Alternate Directors Present: Jaime Martel

Alternate Directors Absent: Wade Christie

Management Present: Jamie Collins, Sam Smalldon

Recording Secretary: Jamie Collins

Trochu Housing Society Representative: Audrey Nelson

St. Mary's Foundation Representative: None Present

Covenant Health Representative: Scott Baerg – Zoom

The Vice Chair, Paula Kowalchuk, called the meeting to order at 4:00 pm.

1. Approval of Agenda

Alternate Director Wade Christie made the motion to approve the agenda as presented.

CARRIED

2. Approval of Minutes

- a. Minutes from the Regular Meeting of May 12th, 2025

Director Ron Zook made the motion to approve the Regular Meeting of May 12th, 2025, Minutes.

CARRIED

3. Business Arising from the Minutes

a. Government Relations

Elections have meant that our area will have a new MP and recently had a new MLA elected. We will work toward building relationships with new representatives. We will continue the conversation about CMHC funding with these new representatives and Minister Nixon.

b. THC Project and Town Borrowing

THC Borrowing Agreement is in place and in the process of being signed. A borrowing Bylaw has been passed by the Town of Trochu. The ATB loan, cash is now flowing with regular draws.

c. CCCP and AAHP Funding Agreement Updates

Set of quarterly reports on both grants have been completed and submitted. Next draw for AAHP is at 30% completion and for CCCP is at 50% completion.

d. THC GST Registration as Municipality

This has been submitted and received. There has been no reply yet. The Town of Trochu auditor has indicated that to protect the municipality, the Trochu Housing Corporation needs to pay for its own GST. The Trochu Housing Corporation has agreed but will wait to include the amount on GST returns until a decision has been made on the GST change of status request. It has been six months since we submitted the package, so we have now filed a formal complaint and will follow up with our lawyer to get assistance.

e. Contract Reviews and Update

Working with Covenant Health on a contract for operations and health care delivery. Scott shared that the transition from Alberta Health to Assisted Living has been a challenge. Once this transition is complete, the division of beds will occur, but it is expected to take some time; this affects the completion of the health care delivery contract. A review with financing is occurring; once complete, the operating contract can move forward.

f. Construction and Project Schedules

The project is on schedule. There are site meetings every other week on Wednesdays at 1 PM with a lunch at 11:30 AM, usually at the Red Bird Diner. Any board member who would like to attend either is welcome.

g. The Capital Fundraising Campaign

A copy of the draft fundraising program was circulated for information. We are waiting on a complete inventory of spaces from the Architect to be included in the campaign. A total of \$14,500 was raised at the golf tournament. Lessons were learned at this first golf tournament and the planning will be moved internally for next year.

4. Executive Report

This was discussed and questions were answered.

5. New Business

a. CMHC Capital Funding Application Status Update

We need to pursue this again; we have never removed our application. We have been clear that we don't need or want loan money, we were told they wouldn't consider a grant request at this time, and to be clear, we did qualify for a grant, the funds were not available at the time we were eligible. After the election of the MP in our area, we will revisit this.

b. Life Lease Marketing Update

18 of 18 have been sold. Sam is in the process of sorting out the change of units because of the size reduction from 24 units to 18. He has it down to impacting only three units. Marketing of life leases will continue even after we open and are full to develop a waitlist.

c. Operations and Program Planning Update

Working with Scott Baerg and Covenant Health on operations and program negotiations.

d. Business Planning Update

Quotes for commissioning are being acquired, lifts and beds, and shop drawings are required at this point in construction to provide the infrastructure needed for them. The cost of lifts is approximately \$400,000. Working with Covenant Healthy on specs and cost of beds, it appears they may cost approximately \$400,000. The Nurse Call system, which includes keyless entry with a fob and is wired in, now requires shop drawings at this stage of construction and will cost approximately \$800,000 for the system. Kitchen equipment will cost approximately \$600,000.

6. Pending Matters

a. Municipal Controlled Corporation (MCC) Application

This is not something we are considering pursuing currently.

7. Key Messages

The key messages remain the same.

- a. Funding Confirmation
- b. Project Budget Approval
- c. Construction Progressing

We will work on getting a bigger presence on the Town of Trochu website.

8. Next Meeting

- a. Regular Board Meeting – Monday, September 15th, 2025, 4:00 – 5:00 PM

9. Adjournment

The meeting was adjourned at 5:03 PM.