

**Trochu Housing Corporation Meeting
Special Meeting
Monday September 9th, 2024
Town of Trochu Administrative Office, Trochu, AB
4:00 PM – 5:00 PM
Minutes**

Directors Present: Carl Peterson, Barry Kletke, Chris Reeds, Paula Kowalchuk, Ken King
(Carl Peterson exited the meeting @ 4:19, and returned at 4:21, exited at 4:27, and returned at 4:31)

Absent: 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 3:58 pm.

1. Approval of Agenda

Director Ken King made the motion to approve the agenda.

CARRIED

2. Approval of Minutes

Minutes from the Special Meeting of August 12th, 2024

Director Carl Peterson made the motion to approve the Special Meeting Minutes.

CARRIED

3. Business Arising from the Minutes

Insurance Update – The insurance company has been notified of the start of the project, planning documents for renewal will be issued soon and we will make note of the project plan on them, at this time coverage will be increased.

a. Government Relations

CMHC has been clear they are not open to funding the project without changes that don't work for this project. A meeting with the Alberta Minister of Seniors is in the process of being organized to discuss additional funding.

b. Project Borrowing Permission

A meeting is scheduled with the Minister of Municipal Affairs on Wednesday, September 11th, 2024.

c. Title for Project Site

This is the last piece to have the funding agreements completed. Should be done by September 18, 2024

d. Groundbreaking Ceremony September 9th, 2024

Went well, approximately 125 people in attendance.

4. Executive Report

Attached and reviewed by committee members ahead of the meeting. One question about project management, which was clarified, this position is being filled by two part-time managers.

5. New Business

a. Design Tenders, Development and Building Permits and Project Budget Timeline

The numbers from tender #1 have been collected and are being reviewed. The Development and Building Permits have been obtained and approved. Final drawings should be ready for the October 15th meeting and tender #2 should be completed by the November 12th meeting. Detailed design meetings are on hold for now.

b. Contract Reviews and Update

Contracts have not been signed, but they have been reviewed and are ready to be signed.

c. CCCP and AAHP Funding Agreement Updates

These agreements are ready to be completed, waiting on land title.

d. Municipal Controlled Corporation (MCC) Application

Vice Chair Paula Kowalchuk made the motion to request the Town of Trochu to complete the MCC Application for the Trochu Housing Corporation.

CARRIED

Carl will take this to the Trochu Council & Sam & Jamie will complete the application

6. Pending Matters

a. Business Case Update

This is in progress.

b. The GST Registration

This will be easier to get once the MCC Application is submitted and the 60 day process is completed.

7. Key Messages

We will continue to post any sales of life leases and answer any questions from the media.
Will post about the groundbreaking and send information to the paper.

8. Next Meeting

- a. Special Board Meeting Tuesday, October 15th, 2024 @ 4:00 PM – Town Office
- b. AGM & Regular Meeting Tuesday, November 12th, 2024, @ 4:00 PM – Town Office

9. Adjournment

The meeting was adjourned at 5:06 PM.