

**Trochu Housing Corporation Meeting**  
**Regular Meeting**  
**Monday November 10<sup>th</sup>, 2025, Following AGM**  
**Town of Trochu Administrative Office, Trochu, AB**  
**Minutes**

Directors Present: Paula Kowalchuk, Barry Kletke, Richard Hoppins, Ken King, Chris Reeds, Ron Zook

Alternate Directors Present: Carl Peterson, Laura Lee Machell-Cunningham

Management Present: Jamie Collins, Sam Smalldon  
Recording Secretary: Jamie Collins

Guests: Trochu Housing Society Representative: Lyle Nelson  
St. Mary's Foundation Representative: Ginny Walker  
Covenant Health Representative: Scott Baerg

\*Members of the public in the gallery, sign in sheet on file

The Chair, Barry Kletke, called the meeting to order at 4:17 pm.

**1. Approval of Agenda**

*Director Ron Zook made the motion to approve the agenda as presented.*

**CARRIED**

**2. Approval of Minutes**

a. Minutes from the Regular Meeting of September 15<sup>th</sup>, 2025

*Vice Chair Paula Kowalchuk made the motion to approve the Regular Meeting of September 15<sup>th</sup>, 2025, Minutes.*

**CARRIED**

**3. Business Arising from the Minutes**

**a. Government Relations**

New MP and MLA. We will work toward building relationships with new representatives. We have been given the direction to reapply for CMHC and we will send a letter in regard to that to the MP once we have reapplied.

**b. CMHC Capital Funding**

In the process of reapplying for a forgivable loan.

**c. THC GST Registration as Municipality**

CRA has acknowledged that they received our package and they continue to ask questions, but we are still moving forward on this.

**d. Construction Budget and Project Schedule**

Sam updated the Board that the THC construction project is continuing within budget and on schedule. Site meetings continue to occur every two weeks. 30% construction is complete.

**e. Covenant/St. Mary's Chapel Proposal**

Continuing to work on the costs associated with this change of use. Covenant Health may apply for a grant to assist with covering these costs.

**f. Life Lease Marketing Update**

17 out of 18 are sold. We are in the process of refunding a life lease deposit for one individual whose plans have changed. There is meeting on November 19<sup>th</sup> scheduled to begin the process of choosing interior design items and appliances.

**g. Business Planning 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.

**h. THC Capital Fundraising Campaign**

The initial fundraising target is 2 million. There is a gala this Saturday to kick off the campaign and announce current partnerships.

**i. 2026 THC 2<sup>nd</sup> Annual Golf Classic Committee**

We will be recruiting members for this committee soon; the planning needs to begin. The date is booked – June 11<sup>th</sup>.

**4. Executive Report**

This was discussed, and questions were answered.

**5. New Business**

**a. Draft Q3 2025 THC Financial Report**

Was reviewed and discussed.

**b. Covenant Health Update**

Scott Baerg presented, document attached to the minutes as backup of that presentation.

**6. Closed Session**

Scott Baerg, Ginny Walker, and Lyle Nelson exited the meeting @ 4:48 PM. All the public in the gallery also left the meeting. Jamie Collins and Sam Smalldon remained in attendance to provide information to the board.

*Director Dave Nelson made the motion to move into closed session @ 4:51 PM.*

**CARRIED**

*Director Dave Nelson made the motion to move out of closed session @ 5:11 PM.*

**CARRIED**

**7. Pending Matters**

**a. Municipal Controlled Corporation (MCC) Application**

This is not something we are considering pursuing currently.

**8. Key Messages**

The key messages remain the same.

a. Meeting with Covenant to propose a Partnership Agreement

b. Construction Progressing on budget and on schedule

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

**9. Next Meeting**

a. Regular Board Meeting, Monday, January 12<sup>th</sup>, 2026, 4:00 PM

**10. Adjournment**

The meeting was adjourned at 5:14 PM.