

Wetaskiwin & Area Lodge Authority
Meeting Held Via Zoom
February 3, 2021 @ 10:00 am

MINUTES

County of Wetaskiwin	Kathy Rooyakkers	Ken Adair	Terry Van De Kraats
City of Wetaskiwin	Wayne Neilson (regrets)	Alan Hilgartner	
Town of Millet	Carol Sadoroszney		
The Bethany Group	Mike Leathwood	Carla Beck	Outi Kite
	Melodie Stol	Michelle Wideman (recorder)	

1.	Call to Order The meeting was called to order at 10:01am by Kathy Rooyakkers.
2.	Approval of Agenda Addition of Audit under New Business, and Peace Hills Lock Down Protocol to be discussed under Covid Update. WALA 21-01 MOVED by A. Hilgartner to accept the agenda with additions. CARRIED
3.	Approval of Minutes Organizational Minutes will be revised to include 'Vice Chairperson' under item 2b. WALA 21-02 MOVED by K. Adair that the Minutes of the December 2, 2020 Regular Meeting and Organizational Meeting be approved with revisions. CARRIED
4.	Correspondence
a.	Final Report of the Alberta Affordable Housing Review Panel (<i>emailed Dec 11/2020</i>) A task force committee has been established by ASCHA to review the recommendations; both Outi and Melodie are sitting on the Committee. Discussion regarding asset management and the pros and cons of building ownership, particularly in the social housing portfolio. Concerns were also discussed regarding senior's housing being 'lost' with the focus on homelessness and the broad spectrum of the report.
b.	ASCHA Call for Resolutions
c.	ASCHA Regional Meeting February 19 Any Board Members interested in attending the Regional Meeting or the virtual Conference may contact Melodie.

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	<p>WALA 21-03 MOVED by C. Sadoroszney to accept the Correspondence as information. CARRIED</p>	
5.	<p>Occupancy Stats and Activities For the period ended December 31, 2020 & Year End Summary</p> <ul style="list-style-type: none"> ▪ Occupancy in Peace Hills Lodge remains stable, which is positive as most lodges are experiencing high vacancies throughout the pandemic. Occupancy in West Pine Lodge continues to be very concerning. The Health Centre in Winfield has provided notice as of April 1st that they will no longer be operational. Carla Beck will reach out to AHS regarding the closure. ▪ The draft Community Survey will be circulated for review. Mail distribution will be coordinated by the County in partnership with neighbouring municipalities – perhaps a link in the newspaper with the option for a paper copy to be mailed by request. Operational information will also be brought to the next Board meeting. <p>WALA 21-04 MOVED by A. Hilgartner that Administration bring back information regarding West Pine Lodge to the Board Meeting on March 31st. CARRIED</p> <p>WALA 21-05 MOVED by K. Adair to accept the Occupancy Stats as information. CARRIED</p>	
6.	New Business	
	a.	<p>Signing Authorities to Operating, Investments and CRA Access</p> <p>WALA 21-06 MOVED by C. Sadoroszney that the Signing Authority be approved as follows:</p> <p><u>Signing Authority for operating accounts to be Chief Executive Officer, Director Corporate Services, Director Housing and Lodges, Director Finance:</u></p> <ul style="list-style-type: none"> • Interim Chief Executive Officer - Carla Beck • Director Corporate Services - Judy Lowe • Director of Housing and Lodges - Outi Kite • Director of Finance - Darryl Diletzoy • Board Chairperson - Kathy Rooyackers • Board Vice Chairperson - Alan Hilgartner <p>Alberta Treasury Branch also requires that an Administrator be named for operating accounts to process Electronic Funds transfers, download bank statements, etc. - Primary position is to be Director, Finance, with secondary position to be Director, Corporate Services. These positions may delegate to other staff as approved by the Chief</p>

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		<p>Executive Officer in writing:</p> <ul style="list-style-type: none"> • Director Finance - Darryl Diletzoy • Director Corporate Services - Judy Lowe <p>Canada Revenue Agency – CRA requires a “Super User” to be named. Primary position is to be Director Finance. The Director may delegate to other staff as approved by the Chief Executive Officer in writing:</p> <ul style="list-style-type: none"> • Director Finance - Darryl Diletzoy <p>Signing Authority for Investment Accounts to be Chief Executive Officer, Board Chairperson, Board Vice Chairperson and 1 other Board members as approved by the Board:</p> <ul style="list-style-type: none"> • Interim Chief Executive Officer - Carla Beck • Board Chairperson - Kathy Rooyakkers • Board Vice Chairperson - Alan Hilgartner • Board Member - Terry Van De Kratts <p style="text-align: right;">CARRIED</p> <p>WALA 21-07 MOVED by K. Adair to appoint Terry Van De Kratts as the additional Board Signing Authority for Investment Accounts, as indicated above.</p> <p style="text-align: right;">CARRIED</p>
	<p>b.</p>	<p>Delegation of Authority and Expenditure Limits Policy</p> <p>Policy was provided for information, with minor revisions to reflect organizational changes.</p> <p>WALA 21-08 MOVED by A. Hilgartner to accept the Delegation of Authority and Expenditure Limits Policy as information.</p> <p style="text-align: right;">CARRIED</p>
	<p>c.</p>	<p>Covid 19 Update</p> <p>An update was provided on recent outbreaks and vaccine availability. Unfortunately, Lodge residents and staff are not yet eligible for the vaccine.</p> <p>Clarity was provided on Peace Hills Lodge Lockdown Protocol – residents were allowed to leave their rooms for individual activities such as exercise, but those outings were scheduled by the staff to ensure proper distancing and health protocols were followed. Meals were delivered to rooms, and each resident was allowed one essential visitor for scheduled visits.</p> <p>WALA 21-09 MOVED by T. Van De Kraats to accept the Covid Update as information.</p> <p style="text-align: right;">CARRIED</p>


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	d.	<p>Audit Update</p> <p>MNP is preparing for the audit and asked several questions of the Board. The Board will review and provide Kathy any feedback directly via email.</p> <p>WALA 21-10 MOVED by K. Adair to accept the Audit Update as information.</p> <p style="text-align: right;">CARRIED</p>
7.	Old Business	
	a.	<p>West Pine Lodge Community Survey</p> <p>As discussed under Occupancy Report, above.</p> <p>Flagstaff County did close one lodge several years ago – their experiences will be included in the report back to the Board.</p>
8.	<p>Next Meeting</p> <p>To be held March 31, 2021, location/Zoom to be determined closer to.</p>	
9.	<p>Adjournment</p> <p>WALA 21-11 MOVED by A. Hilgartner that the February 3, 2021 WALA meeting adjourn at 11:08am.</p> <p style="text-align: right;">CARRIED</p>	



Kathy Rooyackers, Board Chair

October 4, 2021



Carla Beck or Outi Kite, The Bethany Group

October 4, 2021
