



Office of the Reeve

June 21, 2022

Wheatland Housing Management Body
702 2nd Street
Strathmore, Alberta
T1P 1S3

Attention: Denise Petersen, Chairperson

Dear Ms. Petersen,

RE: Wheatland Housing Management Body Board Governance

Wheatland County Council wishes to thank you and the board for all the work it does on behalf of seniors in the Wheatland region, and for providing quality and affordable housing, and ensuring seniors have the resources and care they need.

Wheatland County Council wishes to gain some clarity from you with respect to housing board governance. Council is hoping that you can clarify the following questions:

1. Councils appoint members to serve on the Housing Board. What can a Councillor report back on to his/her Council? Do they have the authority, as a Member of Council and a representative on a housing board, to report back to their respective Council on highlights / ongoing matters (excluding in-camera discussions)?
2. What are the roles and responsibilities of the spokesperson?
3. Can you provide a copy of the Terms of Reference for the Building Committee?

Wheatland County Council thanks for your attention to some of our inquiries. Any information you can provide to us will be beneficial for Council's knowledge and information in order to further our collaboration with the Wheatland Housing Management Body.

Sincerely,

Scott Klassen – Deputy Reeve
Wheatland County





July 14, 2022

Re: Response to Letter received by Chair of Wheatland Housing Management Body

Dear Wheatland County Council:

Thank you for your words of support and acknowledgement for the work of WHMB. Your ongoing support is critical to the current and future well-being of our Seniors.

Thank you for your questions.

1. WHMB meetings are public meetings:

Any information from the public portion of a WHMB Board meeting is reportable to anyone. Board members are expected to follow the Code of Conduct and other appropriate WHMB policies according to the mandate of the Board. In previous discussions at the WHMB Board table regarding this matter, current board members have been asked to remain cognizant of the fact that monthly budgets are set and approved in advance and do not necessarily provide comprehensive financial insight unless the monthly budget reports are considered in conjunction with the audited financial statement. Ratified minutes of every meeting of the WHMB are sent to every Board member. It is current practice for some Councils (Strathmore) to include the ratified minutes of WHMB in their monthly meeting agendas. In some instances, verbal and written reports are made by Councillors to their respective Councils.

2. Re: WHMB Building Committee:

All Board members, designates, and alternates are welcome to attend the Building Committee meetings.

3. Spokesperson:

On the meeting of April 14, 2022, through a **unanimous** vote of the Wheatland Housing Management Body (WHMB) Mr. Glenn Koester (appointed as alternate for Wheatland and Area Hospice Society) was elected via nomination, as official spokesperson for the WHMB.

In speaking to the motion, the mover noted that Mr. Koester held a significant body of important knowledge conducive to the successful future operation of WHMB. The mover also articulated the evidence of trust Mr. Koester has earned among the Wheatland Lodge residents. In his years of service Lodge residents have consistently sought him out. This assertion was confirmed by the CAO and later highlighted in the consultation WHMB held at the request of Lodge residents on June 16, 2022.

Other commentary brought forward by WHMB's discussion, relevant to the motion, follows:

The accumulated knowledge as recognized, was steeped in Mr. Koester's comprehensive understanding of both the governance and operational side of WHMB as well as his knowledge of the processes undertaken in WHMB's efforts to build a new lodge. Mr. Koester, in concert with George Berry Architecture, was the lead on the community consultations and earned the trust and respect of the community during these consultations. This was evidenced by the relationship of positive (90%) to negative (10%) responses gathered throughout the consultations.

It was further noted that Mr. Koester, in his previous role as WHMB Chair, had developed positive relationships regarding the proposed lodge build with the Town of Strathmore, the villages of Rockyford, Standard and Hussar, as well as with the MLA's representing our respective areas. Additionally, Mr. Koester had established sound working relationships with Ministers, ADMs and other persons working in the Seniors housing industry.

WHMB Board members expressed their concern for the need for competency, continuity, and sustainability in the WHMB's efforts to build a new lodge. Additionally, WHMB Administration was aware of the Provincial governments intention to undertake competency-based reviews regarding board appointments, and this appointment was viewed as being in consort with those planned mandates. **(Attached response letter from Josephine Pon Minister of Seniors and Housing re: subsection 5.01 (2) of the Management Body Operation and Administration Regulation)**

WHMB agreed in discussion leading up to the vote, that the spokesperson would be the only person to speak on behalf of the organisation, present their views, and communicate information to and from the media, government, and the public.

Respectfully

Denise Peterson/Chair WHMB



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Calgary-Beddington*

AR53233

July 5, 2022

Ms. Vickey Cook
Chief Administrative Officer
Wheatland Housing Management Body
76 - 2nd Street
Strathmore AB T1P 1J8

Dear Ms. Cook:

Thank you for your June 16, 2022 letter advising of Wheatland Housing Management Body's (WHMB) new board appointments, your engagement in implementing a competency-based board framework, and working toward a needs assessment for building a new lodge in Strathmore. I am pleased to respond.

As announced in *Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing*, the strategy sets out the vision for affordable housing in our province, and ensures Albertans have access to safe, affordable housing that meets their needs and promotes quality of life. Over the next decade, our goal is to increase the number of households served by 25,000.

I appreciate your board is considering how to integrate key actions from *Stronger Foundations*, including work to ensure that best practices are followed in board recruitment and planning. Your governance committee's work to apply best practices for recruitment is an example of how effective decision making begins with ensuring those involved have the right mix of skills to help WHMB meet the goals of the strategy.

As you are aware, I have shared the required skills for boards under subsection 5.01 (2) of the *Management Body Operation and Administration Regulation*. Housing management bodies are expected to comply with these provisions by June 30, 2023. I appreciate that WHMB has taken the time to identify members who meet the identified competencies, including through knowledge of board governance, the housing sector, and affordable housing. I encourage you to continue working with your Housing Advisor to plan future recruitments.

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Ms. Vickey Cook
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I am pleased to hear of the updated planning efforts regarding your lodge project proposal and encourage you to continue working with ministry staff throughout the process. I commend the municipality for dedicating prime land for the project, which further demonstrates the support and commitment from the community.

Department staff will work with WHMB on the lodge development, competency-based board framework, and other initiatives undertaken by the board. Should you have any questions, please contact Mr. Shahid Karamat, Housing Advisor, Housing Operations, Seniors and Housing, by email at shahid.karamat@gov.ab.ca or by telephone at 403-297-8524.

My ministry values its partnership with WHMB and appreciates its commitment to providing safe and suitable housing for Albertans with low income.

Sincerely,

A handwritten signature in black ink, appearing to read 'Josephine Fon', written over a circular stamp or seal.

Josephine Fon
Minister of Seniors and Housing