



## **Request for Decision**

**Regular Council Meeting**

**September 5, 2023**

Report prepared by: Shanna Pierson, Executive Assistant

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### **Wheatland Housing Management Body (WHMB) Correspondence – Governance Concerns**

#### **Recommendation from Administration**

THAT Council remove Deputy Reeve Klassen from his position as an alternate on the Wheatland Housing Management Board (WHMB), following the request of the WHMB's Chief Administrative Officer and in alignment with the Alberta Housing Act, and to refrain from appointing any further alternates to this board.

#### **Chief Administrative Officer's Comments**

Administration received the attached correspondence from the WHMB Chief Administrative Officer. Council could leave an alternate appointed to the Board, however, they would not be able to participate in meetings. Reporting could be asked from the alternate, however, reporting should be conducted by one of the other three appointed board members.

#### **Report**

##### **Division County-wide**

Report attached.

#### **Relevant Policies, Practices, and Legislation**

N/A

#### **Alignment with the Strategic Plan**

N/A

#### **Response Options**

Option 1: THAT the proposed recommendation is accepted/approved.

Option 2: THAT the proposed recommendation is not accepted/approved.

Option 3: THAT an alternate recommendation is accepted/approved.

#### **Implications of Recommendation**

##### **General**

N/A

**Organizational**

N/A

**Financial**

N/A

**Environmental, Staff, and Public Safety**

N/A

**Follow-up Action / Communications**

Administration will advise the Wheatland Housing Management Body Board CAO of Councils decision and will update the Boards/Committees list on our website.

## Report Approval Details

Document Title:	Wheatland Housing Management Body (WHMB) Correspondence - Governance Concerns.docx
Attachments:	- WHMB correspondence dated August 28, 2023 - Re Governance Concerns regarding WHMB.pdf
Final Approval Date:	Aug 30, 2023

This report and all of its attachments were approved and signed as outlined below:



Brian Henderson

**From:** Vickey Cook <[CAO@whmb.ca](mailto:CAO@whmb.ca)>

**Sent:** Monday, August 28, 2023 11:27 AM

FOIP s. 17(1)

**To:** Glenn Koester [REDACTED] Shannon Laprise <[shannon.laprise@wheatlandcounty.ca](mailto:shannon.laprise@wheatlandcounty.ca)>; Tom Ikert <[tom.ikert@wheatlandcounty.ca](mailto:tom.ikert@wheatlandcounty.ca)>; Rick Laursen <[rick.laursen@wheatlandcounty.ca](mailto:rick.laursen@wheatlandcounty.ca)>; Richard Wegener <[Richard.Wegener@Strathmore.ca](mailto:Richard.Wegener@Strathmore.ca)>; [REDACTED] Les Schultz <[councillor2@villageofhussar.ca](mailto:councillor2@villageofhussar.ca)>; 'Vleonard' [REDACTED] <[denise.peterson@strathmore.ca](mailto:denise.peterson@strathmore.ca)>; Village Of Standard <[cao@villageofstandard.ca](mailto:cao@villageofstandard.ca)>; Village of Rockyford <[village@rockyford.ca](mailto:village@rockyford.ca)>; [kevin.scoble@strathmore.ca](mailto:kevin.scoble@strathmore.ca); Brian Henderson <[brian.henderson@wheatlandcounty.ca](mailto:brian.henderson@wheatlandcounty.ca)>; Village of Hussar <[office@villageofhussar.ca](mailto:office@villageofhussar.ca)>  
**Cc:** Shahid Karamat <[shahid.karamat@gov.ab.ca](mailto:shahid.karamat@gov.ab.ca)>  
**Subject:** FW: Governance Concerns regarding Wheatland Housing Management Body

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17(1)

Good Morning Board Members and CAO's

Please share this email with your council from Shahid Karamat WHMB's Housing Advisor.

Although electing alternatives for WHMB Board of Directors has been Municipalities practice for a number of years the AHC was not aware of this process.

Going forward WHMB will act in accordance with the Alberta Housing Act as per the email below.

Thank you.

Vickey Cook  
CAO  
Wheatland Housing Management Body  
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Email [cao@whmb.ca](mailto:cao@whmb.ca)

**From:** Shahid Karamat <[shahid.karamat@gov.ab.ca](mailto:shahid.karamat@gov.ab.ca)>

**Sent:** Monday, August 28, 2023 8:12 AM

**To:** Vickey Cook <[CAO@whmb.ca](mailto:CAO@whmb.ca)>

**Subject:** RE: Governance Concerns regarding Wheatland Housing Management Body

Hello Vickey,

I noticed that some alternate are appointed as board member, please read below the interpretation of AHC and act accordingly.

In accordance with the *Alberta Housing Act*, the Minister has provided member municipalities with the authority to appoint members to the board. However, the Act does not provide the authority for the appointment of alternate board members when the appointed member is unable to attend. As such, Wheatland Housing Management Body's Ministerial Order cannot be amended to allow for the appointment of alternative board members.

It is expected that members who accept the board appointment be able to attend the meetings and be knowledgeable of board business. As with municipal councils, alternates are not allowed. Board members, as directors, have duties to fulfill; as such, failure to meet these duties can result in personal liability for a director.

It is not necessary that all board members meet in person for voting matters. The board may agree on alternative options, such as electronic voting. The board's business can proceed as long as there is quorum, which, if not already established in the board's bylaws, can be set out in the Appendix of your Ministerial Order.

Thanks

Shahid