



Mountain View Seniors' Housing  
Regular Board Meeting

## **APPROVED MINUTES**

**Thursday October 9, 2025 – 1:00PM**

MVSH Administration Offices Boardroom, Olds Alberta or Microsoft Teams

**Directors:** Dwayne Fulton, Greg Harris, Dorothy Moore, Angie Fricke, Darren Wilson, Richard Warnock

**Administration:** Stacey Stilling (CAO), Debra Steiger (CFO), Chayla Bjorkman (Board Secretary)

**Regrets:**

**Guests:**

### **Agenda 1 – CALL TO ORDER**

**The meeting was called to order at 1:03PM by Board Chair Dwayne Fulton.**

### **Agenda 2 - APPROVAL OF AGENDA**

**25-079 Moved by Director Greg Harris to approve the agenda as presented. CARRIED**

### **Agenda 3 – APPROVAL OF MINUTES**

a) Regular Board Meeting August 26, 2025

**25-080 Moved by Director Dorothy Moore to approve the minutes from the regular Board meeting on August 26, 2025, as presented CARRIED.**

### **Agenda 4 – PRESENTATIONS**

### **Agenda 5 - BUSINESS ARISING FROM MINUTES**

a) Reserve Policy Update – Debra presented the information. Following discussion during the August 26, 2025 Board meeting, Debra brought back the reserve policy as directed with updates to reserve account targets and some general housekeeping details.

**25-081 Moved by Director Angie Fricke to approve the policy FP013-23 Reserves as amended. CARRIED**

b) Debt Repayment Scenarios – Debra presented the information. The Board had discussion regarding repayment options of outstanding debentures and mortgages and asked for repayment scenarios to be brought forward to the next strategic planning meeting.

**25-082 Moved by Director Greg Harris to table the Debt Repayment Scenarios for further discussion at a later date. CARRIED**

**Agenda 6 – RISK**

- a) Q3 Management Confirmation – Stacey presented the information in this confidential report.

**25-083 Moved by Director Richard Warnock to accept the Q3 Management Confirmation as information. CARRIED**

**Agenda 7 –NEW BUSINESS**

- a) 2026 Operating Budget – Debra presented the information. Debra provided rationale and assumptions of revenue and expense lines used to create the budget. The Board took time to ask several questions within the budget areas. It was noted that the capital budget will be brought to the next Board meeting in November.

**25-084 Moved by Director Richard Warnock to approve the 2026 Operating Budget as presented. CARRIED**

- b) 2026 Requisitions – The amount shown in this report are pending a final update once the 2025 equalized assessment figures are released to the public (typically at the end of October). Municipalities will be sent notification of the 2026 requisition amounts after the final update is made.

**25-85 Moved by Director Angie Fricke to accept as information. CARRIED**

- c) 2026 Lodge Rents – Debra provided the recommendations for Lodge rents based on the 2026 operating budget.

**25-086 Moved by Director Greg Harris to approve increasing the Lodge Rent Rate for Chinook Winds Lodge to \$2085 per month and maintaining the current Lodge Rent Rate of \$2698 per month for the remaining three Lodge sites, effective January 1, 2026. CARRIED**

- a) 2026 Lifestyle Rents – Debra provided the recommendations for the Lifestyle rents based on the 2026 operating budget.

**25-087 Moved Director Darren Wilson to approve a 5% increase to the Lifestyle Rent Rates effective Jan 1, 2026. CARRIED**

- b) Utility Right of Way (URW) – Easement Agreement – Sundre Supportive Living Property – Stacey presented the information. Administration is looking for approval to enter into an easement agreement with the Town of Sundre. The URW would be located along the back end of the property just inside the fence line.

**25-088 Moved by Director Dorothy Moore to approve Administration to enter into the Easement Agreement with the Town of Sundre for the Utility Right of Way in Sundre, Alberta. CARRIED**

**Agenda 8 – KEY PERFORMANCE INDICATORS**

- a) Operations Dashboard – Debra presented the information. The board expressed appreciation for the updated format, which presented the information clearly and transparently.

**25-089 Moved by Director Darren Wilson to accept the Operations Dashboard as information. CARRIED.**

- b) Debt Summary – The Board was provided an updated debt summary.

**Agenda 9 – BOARD CHAIR'S REPORT**

- a) Thank you to everyone who came out and assisted at the Foundation's golf classic event hosted in Carstairs. It was a fantastic and successful day! Chairperson Dwayne noted that MVSH has an upcoming meeting with Minister Nixon.

**25-090 Moved by Chairperson Dwayne Fulton to accept the Board Chair's Report as information. CARRIED**

**Agenda 10 - CAO'S REPORT**

- a) Stacey presented a highlight of her confidential report. Additional recent items included:
  - a. Work being completed on the structural overhang at ARL at the loading zone.
  - b. Outcome of a productive meeting with the provincial CMR manager, regarding projects at both Chinook Winds Lodge and Wild Rose Court.
  - c. Stacey asked a question of the Board members regarding RCMP communication protocols for emergent events happening in the local community. This is in place and being reviewed.
- b) As an additional highlight to the CAO report, Director Richard presented the results of the Foundation Golf Classic. The challenge going forward will be how to top the great success experienced in 2025.

**25-091 Moved by Director Richard Warnock to accept the CAO's Report as information. CARRIED**

**Agenda 11 – POLICIES**

- a) No additional policies were presented at this time.

**Agenda 12 – CORRESPONDENCE**

- a) 2024 Audit Letter – Housing
- b) ALA – Assignment of Contract

**25-092 Moved by Director Greg Harris to accept the correspondence as information. CARRIED**

**Agenda 13 - IN-CAMERA (As Needed)**

- a) No In-Camera session was held at this time.

**Agenda 14 - KEY MESSAGES**

- a) To be circulated to the stakeholders following the meeting.

**Agenda 15 – NEXT MEETING**

- a) Regular Meeting Thursday November 6, 2025 @ 1:00 PM at MVSH Administration Office Boardroom  
or by Microsoft Teams

**Agenda 16 – ADJOURNMENT**

The meeting was adjourned at 2:59pm by the Board Chair, Dwayne Fulton.



Board Chair, Dwayne Fulton