BOW VALLEY
REGIONAL HOUSING

Regular Board Meeting Minutes
Thursday, August 28, 2025, 10:00 a.m.
Bow River Seniors Lodge, Canmore AB

PRESENT:	Karen Marra (Chair), Lisa Rosvold, Joanna McCallum, Ted Christensen, and Don Beaulieu
ALSO PRESENT:	Ian Wilson (CEO), and Jennifer Comighod (Client Services Manager)
REGRET:	Chip Olver, Kateri Cowley, Greg Hutchings (Operations Manager) and Vicki Lockwood (Controller)

1. **CALL TO ORDER**
Chairperson K. Marra called the meeting to order at 9:58 a.m.

2. **ADOPTION OF AGENDA**
Motion 25-031: D. Beaulieu to approve the agenda. Carried unanimously.

3. **PRESENTATION AND GUESTS**
   a. **Ian Wilson** presented and discussed the 2nd Quarter 2025 Financial Update (unaudited).
   Motion 25-032: L. Rosvold to accept the report as information. Carried unanimously.
   Motion 25-033: L. Rosvold to write off the list of uncollectable debts as presented. Carried unanimously.

4. **APPROVAL OF THE MINUTES**
Motion 25-034: J. McCallum to approve the minutes of May 15, 2025, the regular meeting of the board as presented. Carried unanimously.

5. **COMMITTEE REPORT**
   a. **Policy Committee:** report provided and discussed.
   Motion 25-035: D. Beaulieu to approve the policy package as presented, representing the second set of policies under BVRH's comprehensive policy review initiative. Carried unanimously.

6. **CAO REPORT**
   a. **This is Home Redevelopment:** report update provided and discussed.

7. **NEW BUSINESS**
   a. **Permanent Supportive Housing:** report provided and discussed.
   Motion 25-036: L. Rosvold to approve an early-stage feasibility exploration focused on GOA approvals, initial budgeting, risk assessment, stakeholder engagement, service provider interest and operational implications. Carried unanimously.
   b. **GOA/BVRH Business Plan:** presented and reviewed.
   Motion 25-037: L. Rosvold to ratify the 2026-2028 Business Plan as presented, authorizing its submission to the Government of Alberta by administration in fulfillment of legislative requirements. Carried unanimously.

8. **CORRESPONDENCE AND INFORMATION**
   a. **Q2 2025 Strategic Plan Progress Report:** report provided and discussed.
   Motion 25-038: T. Christensen to accept the report as information. Carried unanimously.
   b. **Newspaper article:** verbal report provided and discussed.
   c. **August 2025 BVRH Bulletin:** presented and reviewed.
   d. **August 2025 Occupancy and Waitlist Report:** presented and reviewed.
   Motion 25-039: T. Christensen to accept the August 2025 BVRH Bulletin and August 2025 Occupancy and Waitlist Report as information. Carried unanimously.

e. **Roundtable discussion:** a roundtable discussion was held.

9. DATE AND LOCATION OF NEXT MEETING

a. **Regular Meetings of the Board:** September 25, 2025, starting at 10:00 a.m. in Bow River Lodge, Canmore.

10. ADJOURNMENT

Motion 25-040 K. Marra that the meeting adjourns at 11:00 a.m. Carried unanimously.

Karen Marra, Chairperson

Ian Wilson, CEO

MINUTES PREPARED BY: Jennifer Comighod, Client Services Manager