

MINUTES  
MANITOBA ADVISORY FORUM MEETING, CHF CANADA MANITOBA OFFICE  
WEDNESDAY, MAY 29, 2002 7:30 P.M.  
WILLOW PARK EAST HOUSING CO-OP  
101 – 61 TYNDALL AVENUE, WINNIPEG, MANITOBA

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**CHAIR:**

Stephen Troubridge, Westboine Park

**RECORDING SECRETARY:**

Jocelyn Peifer, Director, Manitoba Operations, CHF Canada Manitoba Office

**PRESENT:**

Mel Willis, Manitoba Regional Director, CHF Canada  
James Bainard, Willow Park East  
Cathy Whitfield, Carpathia  
Linda Ferguson, Village Canadien  
Roberta Lajoie, Willow Park East  
Cathie Christie, Carpathia  
Nadine Heywood, Village Canadien  
Justine Scramstead, Maurepas Village  
Melanie Tichborne, Maurepas Village  
Rudy Comeault, Carpathia  
Cynthia DeFreitas, Central Park  
Edward Joseph, Central Park  
Gail Scibak, Willow Park East  
Diane Kowaliuk, Willow Park East  
Wes Hosler, President, CHF Canada  
Lois Coulson, Willow Park East  
Gina Brown, Willow Park East  
Bonnie Jennings, Willow Park East

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**1.0 CALL TO ORDER**

Chair Stephen Troubridge called the meeting to order at 7:40 p.m. Stephen welcomed everyone to the meeting. Round the table introductions were individually given by all present. Stephen also introduced the executive committee members and noted that Cathie Christie has submitted her resignation from the executive. Executive committee members will be elected at the fall 2002 Advisory Forum meeting.

## **2.0 MINUTES OF JANUARY 30, 2002 ADVISORY FORUM MEETING**

**MOTION:**        *“Minutes of the January 30, 2002 Advisory Forum meeting be approved as circulated.”*  
                          *Moved James Bainard. Seconded Linda Ferguson. Carried.*

## **3.0 BUSINESS ARISING FROM THE MINUTES OF THE LAST MEETING**

Stephen Troubridge highlighted the points under the Business Arising section of the meeting package.

## **4.0 CHF MANITOBA OPERATIONS UPDATE**

Jocelyn Peifer highlighted her activities from January 26 to May 17, 2002 for the Manitoba Office operations in a written report included in the meeting package. The report included a financial report for the period January 1 to March 31, 2002.

**MOTION:**        *“The CHF Manitoba Operations Update and Financial Report be approved as circulated.”*  
                          *Moved Mel Willis. Seconded James Bainard. Carried.*

## **5.0 CHF CANADA BOARD REPORTS**

Mel Willis noted that the CHF Canada annual general meeting will be held in June in Hamilton. Wes Hosler gave an update on the agency negotiations that are being held between the federal government and the co-op housing sector.

## **6.0 DISCUSSION ON PROPOSED POLICIES AND JOB DESCRIPTIONS FOR MANITOBA OFFICE**

Stephen Troubridge highlighted the policies and job descriptions included in the meeting package. There were wording changes here and there in some of the policies. The changes were discussed and agreed upon by the Forum.

**MOTION:**        *“The policies and job descriptions included in the meeting package be approved with the changes agreed upon at this meeting.”*  
                          *Moved James Bainard. Seconded Roberta Lajoie. Carried.*

**MOTION:**        *“The Executive Committee is authorized to approve any minor future wording changes to the policies and job descriptions approved at this Forum meeting.”*  
                          *Moved James Bainard. Seconded Roberta Lajoie. Carried.*

## **7.0 REVIEW OF RESOLUTIONS FOR CHF CANADA ANNUAL GENERAL MEETING**

Mel Willis went through the resolutions that will be voted on at the 2002 CHF Canada annual general meeting in Hamilton from June 19 to 22, 2002.

**8.0 ELECTION OF MANITOBA REGIONAL DIRECTOR FOR CHF CANADA BOARD**

Stephen Troubridge called for nominations from the floor for the position of Manitoba Regional Director on the CHF Canada board.

**MOTION:**        *“Nominate Mel Willis.”*  
                      *Moved Roberta Lajoie. Seconded Nadine Heywood.*

Mel Willis was acclaimed to the position. Mel will then be officially elected at the CHF Canada annual general meeting. The group congratulated Mel and wished him well in his two year term, commencing after the 2002 CHF Canada annual general meeting.

Wes Hosler noted that Manitoba should pass a resolution to officially hold elections for CHF Canada board members regionally, rather than at the CHF Canada annual general meeting. Stephen Troubridge indicated that the process has been initiated already with Nick Sidor from CHF Canada and a resolution will be approved at a later Forum meeting prior to the 2003 CHF Canada annual general meeting.

**9.0 ADJOURNMENT**

The meeting adjourned at 9:25 p.m.