



North Peace Housing Foundation

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North Peace Housing Foundation Board Meeting Synopsis – July 8, 2020

Resident and Tenant Levels:

As of May 2020, we had a total of 191 lodge residents, down three from the month of April. Our lodge unit occupancy at the end of May was 83% of the 224 lodge units occupied.

We had 116 occupied Senior Self-Contained units at the end of May, down one from the month of April. Our occupancy rate at the end of May was 89%.

Garden Court Seniors Apartments had 57 out of 63 units occupied at the end of May, up one from the month of April; our occupancy rate was 90%. We have 5 out of the 8 trailers in Cadotte occupied at the end of May, down 1 from the month of April.

The Family Housing program had 86 of the 123 units occupied, down 2 from the month of April, and 23 of the 40 R&N units occupied, with an overall occupancy of 67%.

We had 38 Rent Supplement recipients in the month of May, down 1 from the month of April. No new applications for rent supplements are being accepted at this time while the existing programs are being reviewed for consistency of benefits and to ensure households that need assistance most are prioritized.

Administration:

As of late, the regular COVID-19 calls to discuss updates, issues, and concerns have slowed down somewhat and have been reduced, for the most part, to once a week for the North Zone CAO, ASCHA member, and Alberta Seniors and Housing Stakeholder calls. The continued calls are valuable and help to reassure providers that we are experiencing the same struggles and difficulties; it has also given us the opportunity to share ideas, solutions, best practices, etc. It has brought the provincial housing community closer together.

Since the State of Emergency was declared there has been a lot of discussion around COVID-19 related expenses and lost revenue and whether we would be reimbursed for any of the dollars spent implementing Alberta Health's orders. We, along with other provincial housing providers, were asked to track all expenses and lost revenue in the event we were asked for that information. We have submitted all expenses and lost revenue related to COVID-19 and are happy to report that Alberta Seniors and Housing will be reimbursing us for many of the expenses that we incurred, prorated to mid-March.

Previously put on hold due to the pandemic, Administration has been given the green light to get started on our Annual Income Review process. This will be our focus over the next several months as Manager's collect and input income information for each tenant and resident currently residing with the Foundation.

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Our Yardi 7 (property management software) implementation, originally scheduled for August of this year, was also put on hold once the pandemic was declared. We have started discussions once again and are preparing to be ready for the implementation in early spring of 2021.

Last month, North Peace Housing Foundation reached out to several appraisal service providers for quotes and has entered into an agreement with Plant and Associates Appraisal Services Inc. of Peace River to provide real property valuations for the 15 surplus units recently transferred to the Foundation. We will be receiving the real property valuation reports over the next 2 months and will proceed with the planned sales at that time. We have had several current and past tenants express interest in the units, which is where we will focus our energy to start.

In early June, we hired the newest addition to our Management team. Rodger Woolridge has accepted the position of Housing Accommodations Manager of the Fairview housing portfolio and starts on July 7, 2020. Welcome Rodger!

Regular Agenda Items:

On June 29, 2020, the Planning and Steering Committees came together for a joint video conference to discuss updates to the Del-Air redevelopment project for Manning. The project is in the final steps of getting ready for the RFP to be released.

At Autumn Lodge additional asbestos was found since our last update, which is adding to the time and cost of the pre-demolition work. Additional costs are: \$8,850 for the disposal of vermiculite material and an additional 4 days of work.

Also, the Foundation is in the process of arranging the return of Autumn Comfort Club property.

June 30 was the deadline for our 2020-2022 Business Plan update based on the new provincial guidelines in which we must provide updates in year 2 and 3 of the planning cycle, this being year 2. All appendices were updated and submitted as requested.

Replacement roofing and eavestroughing have been approved for the Homesteader Lodge in Hines Creek.

Regarding Covid-19, the Foundation is encouraging residents to stay at the facility except in cases of necessity, and when leaving for necessary appointments etc. we are asking that residents do so while observing physical distancing requirements, wearing a mask at all times and asking anyone that they are with to also wear a mask, ensuring safe transportation, maintaining good hand hygiene, and being subject to a Health Assessment Screening upon re-entry of the Lodge, as per CMOH Order 23-2020; however, the same order states that residents can leave the property for reasons other than necessity if they follow certain requirements/expectations.

At the time of our meeting we had been advised that further revisions to visitation policy guidelines for lodges and other congregate care facilities were being considered and could be arriving shortly. On July 16th, 2020 the Chief Minister of Health for Alberta released CMOH Order 29-2020 which updated visitation requirements in our lodges.