



# *North Peace Housing Foundation*

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## North Peace Housing Foundation Board Meeting Synopsis – May 6, 2020

### **Resident and Tenant Levels:**

As of March 2020, we had a total of 196 lodge residents, down 6 from the month of February. Our lodge unit occupancy at the end of March was 85% of the 224 lodge units occupied.

We had 118 occupied senior apartment suites at the end of March, consistent with the month of February. Our occupancy rate at the end of March was 91%.

Garden Court Seniors Apartments had 56 out of 63 units occupied at the end of March, down 1 from the month of February; our occupancy rate was 89%.

We continued to have 6 out of the 8 trailers in Cadotte occupied at the end of March. The Family Housing program had 90 of the 123 units occupied, down 1 from the month of February, and 24 of the 40 R&N units occupied, with an overall occupancy of 70%. 2

We had 38 Rent Supplement recipients in the month of March, down 1 from the month of February. 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:**

The bulk of efforts throughout the month of April were spent on COVID-19 related activities - teleconference or webinar calls with Alberta Seniors and Housing, ASCHA, Alberta Health Services, and the North Zone CAO's attempting to navigate through the multitude of operational changes related to COVID-19 that occur on an ongoing basis, summarizing the changes, planning the implementation, developing communications, reporting to the province, and regular video conference calls with the Managers ensuring that we are not only following the same protocols, but have all necessary equipment, PPE, and sanitizing products.

Management and staff have been amazing throughout this entire ordeal – we continue to have no cases of COVID-19. Everyone has come together to do what needs to be done, without complaint. We are grateful for their time, effort, and support, even when the directives given make their lives more difficult and increases their workload. Residents have been very patient and, for the most part, thankful that we have taken the measures we have to protect them and keep them safe. Although frustrated at times, we believe that most of them understand why it must be done. Tenants have been very accommodating of the operational changes both from an administrative and maintenance perspective.

Aside from COVID-19 related activities, we have been working on preparing for the Autumn Lodge demolition by removing as many of the remaining assets as possible, coordinating the pick-up of items purchased in the on-line auction and the Comfort Club assets. A full day Health and Safety course on Joint Work Site Health and Safety

Committees and Representatives on April 14, and a benefit renewal presentation with our Sun Life representatives were a welcomed change of pace.

**Regular Agenda Items:**

The Board directed that the flag and sign from the Autumn Lodge be donated for the memorial park commemorating the Autumn Lodge in Berwyn.

The Del-Air Lodge project in Manning is proceeding. The Terms of Reference for the Project Team and Project Steering Committee are currently being developed. ASHC has purchased the second property adjacent to the Del Air Lodge with a possession date of June 30, 2020. A working draft copy for the planning, design, and construction RFT has been developed and distributed for review and feedback; the tender should be out mid-May 2020.

The Board directed that the plaque from the opening of the Autumn Lodge and picture, requested by the Comfort Club, be retained by the Foundation for historical purposes and that a copy of the photograph be offered to interested parties upon request.

The Board, in response to a question about the sale of the Autumn Lodge property after demolition, directed that any decision regarding the sale of the property be delayed until after the demolition takes place, at which time it will be brought back for discussion and consideration.

There could potentially be a delay in the demolition of the Autumn Lodge resulting from a misunderstanding of the need for the NPHF to have a development permit from the MD of Peace, prior to the demolition commencing.

The Board directed that Administration tender for an updated Fairview and Area Needs Assessment and that the Board will be kept apprised of the process.