

Executive Directors Report

For the month of November 2020

1. Administration

COVID-19 Update

The Foundation has continued to operate under the most recent CMOH Orders and the resulting COVID-19 restrictions and protocols and have not experienced any additional outbreaks.

The recent declaration of a Public Health Emergency and resulting enhanced public health measures did not result in a new order or additional restrictions specific to our Lodges. We continue to follow the same guidelines that we have since Order 32-2020 was released. Our Senior Self-Contained and Family Housing tenants are expected to follow the same guidelines as all other Albertans.

We continue to provide information and necessary updates to our employees, residents, tenants, and family members as necessary.

Central Office has gone back to a staggered shift schedule with the hope of limiting the possible spread of COVID-19. We continue to follow all PPE, physical distancing, hand hygiene and sanitizing protocols and luckily have not had a positive COVID case.

Nominal Sum Properties

Nine of the properties that Alberta Social Housing Corporation transferred title to North Peace Housing Foundation continue to be listed on our website, along with information sheets and 360 tours, and have “For Sale” signs posted on the front lawn.

We have entered into a service agreement with Mathieu Hryniuk LLP for legal services for the sale of the properties and are currently in the process of selling the Nampa unit and one of the St. Isidore units. Our Director of Housing Operations and Special Projects, Ashli Champeau, has given an additional 2 tours, has received 3 calls from interested parties and is in the process of scheduling 2 additional showings in Grimshaw.

The tenants of the occupied units that have been contacted about purchasing their unit at 10% below the appraised value, as per the AGREEMENT FOR PURCHASE AND SALE OF LAND entered with Alberta Social Housing Corporation, have not made any formal offers on their units.

Del Air Redevelopment

On October 26th, I met with representatives from Alberta Seniors and Housing Corporation, Alberta Health and Alberta Health Services in Edmonton to interview the 3 shortlisted candidates.

Unfortunately, before we can announce the selected proponent, Alberta Seniors and Housing requires a Letter of Intent to be duly signed by our Assistant Deputy Minister and the successful proponent.

The Letter of Intent includes a maximum upset for the consulting fees during the pre-award phase (essentially, the design work that gets completed before a construction contract is signed). The selected proponent is currently in the process of putting this together, but it is taking longer than originally anticipated.

I have confirmed with Alberta Seniors that we plan to arrange in-person meetings during the pre-award phase respecting all COVID-19 restrictions and protocols; there is the hope that the team will be able to meet with the Mayor of Manning and other municipal stakeholders. Preference is to have these meetings conducted in person, but with current restrictions, in-person meetings may not be possible.

West View Condominium Project

There are no updates at this time.

Yardi 7S

Throughout the month we have had weekly calls regarding the upcoming Yardi 7S implementation. Although the go-live date is not scheduled until March 15, 2021, there is much work to be done. There are many modules that we have been receiving demos on and are starting to schedule deadlines for verification of data and upcoming conversions. The calls are scheduled on a weekly basis for the months to come.

General

On November 13, 2020, Central Office was visited by an Occupational Health and Safety Auditor; the Officer conducted the inspection with me, Director of Finance, Clayton Bober and the Health and Safety Representative of the work site, Rhonda Massier. The audit went very well, and the Officer seemed pleased with our Health and Safety program as well as our COVID response. He did request that we have all workers at Central Office trained in WHMIS; we have already added it to our program meeting agenda.

Our Health and Safety Audit will be taking place over the first week of December. Considering COVID restrictions, the audit submission will be documentation only; the auditor will not be on site for interviews or observation reports.

2. Resident and Tenant Levels

As of October 2020, we had a total of 171 lodge residents, down 6 from the month of September. Our lodge unit occupancy at the end of October was 75% of the 224 lodge units occupied.

We had 115 occupied Senior Self-Contained units at the end of October, up 1 from the month of September. Our occupancy rate at the end of October was 88%.

Garden Court Seniors Apartments had 58 out of 63 units occupied at the end of October, consistent with the month of September; our occupancy rate was 92%. We had 5 out of the 8 trailers in Cadotte occupied at the end of October.

The Family Housing program had 72 of the 123 units occupied, down 5 from the previous month, and 21 of the 40 R&N units occupied, up one from the month of September, with an overall occupancy of 57%.

We had 37 Rent Supplement recipients in the month of October, consistent with the month of September. 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.

Tammy Mensa
Executive Director