

# Executive Directors Report

For the month of December 2020 and January 2021

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## 1. Administration

### COVID-19 Update

*As per email update:*

*We have been going strong in the Lodge program, abiding by all COVID orders and protocols, and successfully keeping the virus out of our facilities. We continue to be hard hit by vacancies but are promoting the Lodge program and the current incentives as much as possible. We hope to see positive results.*

*Regarding vaccinations, last week I was contacted by a Senior Practice Consultant, Seniors Health, North Zone, to approach our eligible residents (those 75 years of age or older) to determine how many are interested in receiving the vaccination. In this planning phase, with the eligibility for many residents coming soon, it is most important for Public Health to understand the numbers of residents (over 75 yoa) who consent to receive the vaccine (type of vaccine unknown at this time). Our Lodge staff have been working hard to hopefully have these numbers submitted by end-of-day tomorrow.*

*We do not anticipate that our eligible residents will receive the vaccine before February. We have not heard any word about when our staff will be receiving the vaccination; we are hopeful that we will be included in Phase 2 (April – September 2021), but may not receive it until Phase 3 (Fall 2021) with the rest of the general public.*

Our resident numbers have been submitted, but we have not heard any word as to when our residents or staff will be vaccinated. Operators are advocating to have all Lodge residents, including those under the age of 75, and staff vaccinated at the same time.

### Nominal Sum Properties

We have successfully sold one St. Isidore unit and a Nampa unit. We continue to advertise the other properties, but things were quiet over the Christmas season and into the New Year.

### West View Condominium Project

There are no updates currently.

### Yardi 7S

We continue validation and training in preparation of our implementation, which has been pushed to March 22, 2021.

General

### Financial Audit

Our financial audit has proved to be somewhat more challenging this year with it being remote. We have extended it into the first week of February but hope to have everything wrapped up within a couple of days.

### Heritage Tower Makeup Air Units

*As per email update:*

*Mid-December, we applied for emergency funding to replace the makeup air units at the Heritage Tower Lodge in Peace River, due to reoccurring issues and subsequent concerns after a recent inspection. On January 15, the Province approved \$25,000.00 to acquire a consultant to provide a recommendation, scope of work, and approximate cost for replacing the HVAC system that have reached end of life. Zbe had prepared accordingly and is already arranging site visits, following all appropriate COVID protocols.*

The site meetings were held at the Heritage Tower Lodge this week, following all COVID protocols. There are 5 interested proponents who will be submitting bids to provide recommendations and approximate cost to replace the HVAC system.

## 2. Resident and Tenant Levels

As of December 2020, we had a total of 171 lodge residents, consistent with the month of November. Our lodge unit occupancy at the end of December was 74% of the 224 lodge units occupied.

We had 119 occupied Senior Self-Contained units at the end of December, up 2 from the month of November. Our occupancy rate at the end of December was 92%.

Garden Court Seniors Apartments had 57 out of 63 units occupied at the end of December, consistent with the month of November; our occupancy rate was 90%. We had 5 out of the 8 trailers in Cadotte occupied at the end of December.

The Family Housing program had 76 of the 123 units occupied, up 3 from the previous month, and 20 of the 40 R&N units occupied, consistent with the month of November, with an overall occupancy of 59%.

We had 34 Rent Supplement recipients in the month of December, consistent with the month of November. 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 Menssa  
Executive Director