

# Directors Report

*For the month of June 2022*

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## 1. Executive Director

### COVID-19 Update

As announced on June 13, Alberta has moved into Step 3 of the provincial reopening plan. Effective June 30, 2022, public health orders related to Continuing Care are rescinded. The lifting of the remaining Orders transitions the COVID-19 pandemic response back to routine management by operators and AHS.

The following measures are being rescinded:

- Continuous masking is no longer required in Licensed Supportive Living sites; however, additional masking may be required in the event of an outbreak.
- Enhanced cleaning and disinfection are no longer required; however, we are continuing with additional high touch disinfecting.
- Active health screening for staff and visitors upon entry to the facility.

Employers retain the authority to set additional site-based policies for their employees. NPHF will not be setting additional site-based policies at this time.

The COVID-19 protections that will remain in place include:

- Managing symptomatic residents with testing, isolation, and PPE protection.
- Implementing outbreak protocols when required.

In the event of a confirmed case of COVID-19, isolation for residents has been updated across all health settings to a 10-day isolation period that can be completed in one of two ways:

- 10 days of isolation OR
- 5 days of isolation followed by 5 days of continuous masking.
  - This option is only appropriate for residents who can tolerate masking continuously when outside their room.
- Residents cannot participate in communal dining during the 5-day period of continuous masking.

STAFF isolation requirements for a confirmed case of COVID-19 are as follows:

- All Albertans are recommended to isolate for a 10-day period which can be completed in one of two ways:
  - 10 days of isolation OR
  - 5 days of isolation followed by 5 days of continuous masking

Currently, residents and staff remain in the priority group for PCR testing.

Staff and residents are encouraged to make a personal choice about masking, based on a personal risk assessment. Masking is not a substitute for staying at home if someone is ill with respiratory symptoms.

If an individual develops respiratory symptoms while visiting or at work, they should distance themselves, wear a mask, wash their hands, and leave the facility as promptly as possible.

COVID-19 cases, hospitalizations, and deaths in continuing care settings will continue to be monitored closely by AHS and Alberta Health.

Alberta Health and AHS will no longer be monitoring compliance to CMOH Orders as Accommodation Standards Audits and Quality Monitoring Visits contain elements of outbreak prevention, cleaning, PPE, and contingency planning.

#### Nominal Sum Properties

No updates to report.

#### Cadotte Lake Trailer Disposition

There have been delays moving the trailer that was sold; the purchaser plans to have it moved before the deadline. NPHF will have some site restoration work to take care of once the trailer is moved.

There has been one expression of interest in the second trailer for sale, but we have not received an official offer. We will continue to post throughout the summer, with hopes that the trailer will sell.

#### West View Condominium Project

The initial survey is still under construction and will be posted on social media in the upcoming weeks. Individuals who have previously expressed interest will be contacted and made aware that the survey is available.

#### Del Air Lodge Redevelopment

The province was unsuccessful in its attempt to sell the 2 houses on the lots next to the Del-Air Lodge and the future site of the new DSL wing. NPHF was able to salvage some materials for use in other units and some materials were salvaged by other interested parties. The houses are slated for demolition, which has been delayed while ATCO waits for approval to remove 2 power poles and lines.

The garage has been emptied and will soon be moved from its present location to a temporary site. Once the land has been prepared and a new concrete slab poured, the garage will be moved onto its new, permanent location.

The Planning Committee last met on May 27, 2022. The first Construction Meeting is scheduled for July 15, 2022, and every other week thereafter.

## General

### Heritage Tower HVAC System Replacement

- The 4 make-up air units have arrived and are being stored in Grande Prairie.
- The 4 condensing units have been verified by the engineering company and ordered.
- The project is scheduled to start the beginning of September and due to be completed October 29, 2022.

### Human Resources

We are happy to announce that Tara Schlichter has been hired for the Hines Creek/Worsley Housing Accommodations Manager position. Tara has been an employee of the Foundation since October of 2016, working as a Resident Services Attendant at the Harvest Lodge in Fairview. In addition to working at the Lodge, Tara also owns and operates a business with her husband. She will be starting her new position on Tuesday, August 2, 2022.

We are also pleased to announce that we have successfully hired Jolien Neybergh in the role of Recreation Attendant at the Del Air Lodge. Jolien has completed her Bachelor of Social Work degree, has extensive experience in customer service, and previously administered a seniors recreation program at a community centre in Belgium.

We wish both Tara and Jolien success in their new roles.

NPHF has recently posted the Human Resources Manager position.

## 2. Director of Housing Operations and Special Projects

### **Resident and Tenant Levels**

As of the end of May 2022, we had a total of 165 occupied lodge units, consistent with the previous month. Our lodge unit occupancy at the end of May was 73% of the 224 lodge units.

We had 111 occupied Senior Self-Contained units at the end of May, down 3 from the previous month. Our occupancy rate at the end of May was 85% of the 130 total units.

Garden Court Seniors Apartments had 55 of the 63 units occupied at the end of May, consistent with the previous month, our occupancy rate was 87%. We had 3 out of the 7 trailers in Cadotte occupied at the end of May.

The Family Housing program had 92 of the 123 units occupied, with an overall occupancy of 74%.

We had 28 Rent Assistance Benefit (RAB) recipients in May. There is currently no availability in the program as it is in line with the forecasted budget.

### **Annual Resident and Tenant Meetings**

Resident and Tenant meetings are complete. The teleconference was cancelled because only one tenant registered; a one-to-one meeting will be held for that tenant. Overall, the meetings went well. This year we presented the tenants/residents with a financial picture of how the programs are funded. This was very informative for most and went well.

### **New Application Process**

No update.

### **3. Director of IT, Communications, and Stakeholder Relations**

Key items:

- Completion of the Resident & Tenant meetings
- Responding to citizen regarding our process for house sales
- Advertising for multiple positions across the Foundation
- Onboarding new employees - phones & PC for Del-Air Lodge
- Advertising for Sale of Cadotte Trailers
- Security postings re: Phishing
- Photography of NPHF units and updating of website
  - New 360 Tours are available for Garden Court Apartments at:  
<https://www.nphf.ca/garden-court-aps--55.html>
- Additional Updates to Online Application Form after user/staff input
- We have now acquired access to all the raw footage and photography done in co-operation with ASCHA

### **4. Director of Finance**

- The annual income reviews are nearly completed. Less than 10% of the reviews are left to be completed and we expect they will be all finished before August 1<sup>st</sup>. Overall, we have observed a nominal increase to the rent revenue.
- Business Plan forecasting has been completed. Interest and inflation remain a concern as their increase is at a faster pace than our revenue increases.
- With the removal of COVID-19 restrictions in the Province, we are left with some uncertainty about some of the additional grant funding we have been receiving. We have been advised that Alberta Housing and Seniors is working on a strategy and timeline.

See you in September.