



North Peace Housing Foundation

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Email: tammy.menssa@nphf.ca

To: The Board of Directors

From: Tammy Menssa, Executive Director

Date: December 1, 2023

Re: Del-Air Lodge, Intrinsic Final Report

At the November 1, 2023, Board meeting, Administration presented the final report from Intrinsic regarding air and soil testing results from the Del-Air Lodge site, previously shared by Brent Breakey, Project Manager of Housing Capital Programs in the Housing Division.

At the time of sharing the report, Brent suggested that the consultant would be available for a debrief session to discuss the results and answer any questions the Board might have.

In light of this, I am seeking your guidance on how to proceed with Brent's offer. Below are two options for your consideration:

Option 1: Confirming Satisfaction

If the Board is satisfied with the results presented in the Intrinsic report and believes that further clarification is unnecessary, we can notify Brent that a debriefing session is not required.

Option 2: Scheduling a Debriefing Session

If the Board believes that a debriefing session would provide valuable insights, Administration can inform Brent that we would like to schedule a session for this purpose. This option allows the Board to ask questions and seek additional clarification, ensuring a comprehensive understanding of the testing results.

Thank you for your consideration in this matter.

A handwritten signature in blue ink, appearing to read 'Tammy Menssa', is positioned above the typed name.

Tammy Menssa
Executive Director