

# Executive Directors Report

*For the month of November 2019*

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## 1. Administration

Once again, a great deal of time has been invested in preparing for the upcoming Health and Safety Audit, to ensure that the Foundation is compliant with new legislation. Additionally, Administration has been working with other Management Bodies investigating ways to capitalize on synergies and cost saving measures in light of the recent budget announcements; Rent Supplement, group purchasing programs, and Yardi 7 implementation have been key highlights.

On November 6<sup>th</sup> Ashli Champeau, Director of Housing Operations and Special Projects, and I sat in on a North Zone Rent Supplement call to have preliminary discussions on budget cuts; November 6<sup>th</sup> was the Regular Board Meeting; on November 12, 2019, I had the opportunity to meet with Alberta Seniors and Housing along with other North Region CAO's to discuss the 2019 Budget, Rent Supplement, Business Plans, Capital Maintenance, etc.; November 13 was a call with Ed Luck to discuss our current Benefit Package and possible changes; Ashli Champeau and I met with Complete Purchasing to discuss our current CPS volume purchasing program, menus, cost saving opportunities, etc.; on October 20, Clayton Bober, Director of Finance, and I met with representative from 8760 to discuss our new and future utility contracts and how NPHF will benefit; on November 21, Administration was a part of a Yardi 7 presentation along with other Management Bodies who are still on Yardi 6.

## 2. Resident and Tenant Levels

As of October 31, 2019, we had a total of 192 lodge residents, up 12 from the month of September. Our lodge unit occupancy currently equates to 86% occupied of the 224 lodge units.

We had 121 occupied senior apartment suites at the end of October, the same as the month of September. Our occupancy rate at the end of October was 93%.

Garden Court Seniors Apartments had 59 out of 63 units occupied at the end of October, which was consistent to the month of September; our occupancy rate was 94% at Garden Court. We currently have 5 out of the 8 trailers in Cadotte occupied.

The Family Housing program had 81 of the 123 units occupied, up 2 from the month of September, and 24 of the 40 R&N units occupied, consistent with the month of September, with an overall occupancy of 64%.

Rent Supplement tenancies remained unchanged over the month of October. 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