

North Peace Housing Foundation Board Meeting Synopsis December 2018

1) Highlights from the Executive Director's Report for November 2018

Westview Area

All work has been completed and site is ready for future development. We have had some preliminary discussions about potential temporary uses for the vacant site on an interim basis until these development decisions can be planned and prepared for consideration by Board of Directors.

Two things that we have discussed over the past few years is construction of a maintenance workshop and the development of a community garden (hence the name Garden Court).

Rotary House

The final contract was reduced by \$20,000.00 in order to complete deficiency items listed and not corrected. It can now be left to us and the Rotary Club to determine which of the deficiencies they are willing to live with and which ones they want corrected. We have already had our maintenance staff clean up a few of these deficiencies on our side of the project.

The final invoice has been submitted for payment and this will conclude our arrangement

We have consulted our legal advisors and prepared a draft lease agreement to submit to the Rotary Club which outlines the expectations for cost recoveries on building overhead items and building maintenance reserve allocations.

Resident/Tenant Levels

Aggregate resident levels at our lodges improved for the month of October. As of the end of the month of October, 2018, we had a total of 188 lodge residents, an increase of three residents from the previous month. Our lodge unit occupancy currently equates to 83.9% occupied of the 224 lodge suites.

We had 117 occupied senior apartment suites at the end of October, which is up one tenant from the previous month, and up eight tenants from July. We now stand at a 90.0% occupancy level.

Garden Court Seniors Apartments had 50 units occupied at the end of October, 2018, down one tenant from the previous report. Five of the eight Cadotte Lake trailers were occupied in October, no change from the previous month.

Occupancy in our family housing units had no change in the reporting period in October. Overall, we have 83 of the 123 community housing units occupied, and 27 of the 40 R&N units occupied as of the end of October. Occupancy overall, stands at 67.5%.

Rent supplement tenancies increased by three over the reporting period with 42 recipients in total for October.

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The Board directed administration to send the Board meeting synopsis to both the Board member and CAO of each municipality to ensure that it gets added to the Council agenda.

Stairs and Parking Arrangement at Harvest Lodge

The Board is sending a Letter of Request to the Town of Fairview requesting that we be permitted to have Harvest Lodge residents, staff and visitors use the area by the tennis courts as overflow parking. The Foundation will install new stairs that are safe to use by those accessing the parking area, and commit to maintaining the area to keep it safe for all patrons.

2) New Business

2019 Requisition

The Board approved the requisition amount for 2019 which will be \$2,778,000.00 which is an increase of 5% over last year. The tax rate change is minimal, going from 0.4335432 in 2018 to 0.4354813 for 2019. On a property assessed at \$300,000.00 the increase would be 58 cents over last year.

The requisition is shared amongst the regional tax base and collected on our behalf by the member municipalities in a similar manner to the Alberta Education Property Tax.

2019 Lodge Budget and 2019 Affordable Housing Budget

The Board directed Administration to pay ASCHA membership fees and discontinue membership in ANPHA.

The Board accepted the 2019 Lodge Budget

The Board accepted the 2019 Affordable Housing Budget.

Governance - Board Member Statement of Understanding

The Board accepted and adopted the Board Member Statement of Understanding as part of the Board Governance Handbook. All Board members will sign the statement of understanding as directed by this policy.

Chair Reintjes gave a report on her November 14, 2018 meeting with Minister Marg McCuaig-Boyd, MLA for Dunvegan-Central Peace-Notley. Items discussed included our business plan and other general items.

3) Directors Comments

Director Reese made comment that although not on the agenda, he would like to see the Board meetings going paperless. Administration responded that they are currently working on a means to that end and hope to have it in place early in the New Year.

Full details of the meeting will follow with the publication of the approved minutes and the Executive Directors report.