



North Peace Housing Foundation

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North Peace Housing Foundation Board Meeting Synopsis – October 2, 2019

Resident and Tenant Levels

As of August 31, 2019, we had a total of 183 lodge residents, down 3 from the month of July. Our lodge unit occupancy currently equates to 79% occupied of the 224 lodge suites.

We had 120 occupied senior apartment suites at the end of August, up one from the month of July; although the number of occupied units only increase by one, overall there were 3 move-ins and 2 move-outs. Our occupancy rate at the end of August was 92%.

Garden Court Seniors Apartments had 58 out of 63 units occupied at the end of August, up one unit from the month of July; our occupancy rate was also 92% at Garden Court. We continue to have 6 out of the 8 trailers in Cadotte occupied, with no pending applications.

The Family Housing program had 81 of the 123 units occupied, down 1 from the month of July, and 25 of the 40 R&N units occupied, consistent with the month of July, with an overall occupancy of 65%.

Rent Supplement tenancies in August were up 3 from the month of July; I am happy to report that we now have 2 Cleardale seniors who have been approved through the Private Landlord Rent Supplement Program. We are currently at our maximum capacity, as determined by our Rent Supplement budget and the total amount of monthly subsidies that are being allocated at this time.

Regular Agenda Items:

Berwyn - Autumn Lodge Update: The Board has directed Administration to prepare a tender regarding the demolition of the closed Autumn Lodge facility in Berwyn. The tender will be for the demolition of the lodge and will be advertised starting January 1, 2020 and closing on February 28, 2020.

Senior's Condominium Focus Group/Community Consultation Update: The Board has directed Administration to proceed with community engagement following the proposed timeline:

- Questionnaire: ready by October 18, 2019
- Social Media advertising and promotion to attract engagement – Completed by November 1, 2019
- Meeting: Mid to late November depending on response
- Organize information from meetings – December to Jan 1, 2020

North Peace Housing Foundation 2020 – 2022 Business Plan. The plan has been submitted to the Provincial Government and is now available to the public on our website at: <https://www.nphf.ca/business-plan.html>

North Peace Housing Board - Presently, as directed by the Board, the North Peace Housing Foundation is going through a process of creating and updating Board Policies. As they are approved and updated, they will be posted to <https://www.nphf.ca/board-policies.html>.

Additional Information: - Not from Board Meeting – Staffing Update

Director of Housing Operations & Special Projects

We are happy to announce that Ashli Champeau, formerly the Community Housing Accommodations Manager for Peace River, St. Isidore, Grimshaw, Berwyn, Nampa and Cadotte Lake, has accepted the position of Director of Housing Operations & Special Projects. Ashli started with the Foundation in January of 2014 as the Community Housing Accommodations Manager and over the last 5 ½ years has worked hard to make the program more efficient and effective. Ashli played an integral part in the implementation of the Yardi Property Management software and continues to give guidance to others in its use.

Homesteader Lodge—Housing Accommodations Manager – Christine Simser

Christine Simser has been promoted to the position of Housing Accommodations Manager for our Hines Creek/Worsley portfolio which includes the Homesteader Lodge, Seniors Apartments in Worsley and a single-family home in Hines Creek. Christine accepted the position after the decision was made to separate the Fairview and Hines Creek/Worsley portfolios. Christine will also continue to manage the recreation programming as she has done in the past. Christine has been with the Foundation since the late Fall of 2017 as the Residence Service Coordinator, supporting Katika Schaeffer, who, along with managing the Harvest Lodge, also managed Homesteader. She brings with her a passion for seniors as shown in her comment “Love my job; love the seniors!” You can see the influence of her bubbly personality and energy when you walk into the lodge—it seems brighter!

Community Housing Accommodations Manager—Jody Stark

Reporting to the Director of Housing Operations & Special Projects, the Community Housing Accommodations Manager is responsible for the day-to-day efficient operation of all housing units and rent supplement designations within her portfolio and for the provision of safe, quality services and programs for all clients according to all pertinent legislation, inspection guidelines and Board policy. Jody comes to us with a Business Administration background and experience in commercial property management, administration and finance. Her positive attitude, friendly nature and desire to learn are a welcome addition to our Management Team.

Assistant Housing Accommodations Manager: Katherine Morris

Reporting to the Housing Accommodations Manager, the Assistant Housing Accommodations Manager is responsible for assisting with the day-to-day efficient operation of all housing units (lodge, self-contained, affordable) within her portfolio and for the provision of safe, quality services and programs for all clients according to all pertinent legislation, inspection guidelines and Board policy. With a background in management, customer service, administration, and communications, Kathy is a results-oriented professional who loves to solve problems and hopes to make an impact on the lives of others.