



North Peace Housing Foundation

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Board of Directors Meeting
Peace River, Alberta
June 4, 2014

Chair Terri Wyness called the meeting to order at 5:55 p.m. with the following members present:

| | |
|---------------------------|--------------------|
| Clear Hills County | Fletcher, Dan |
| Northern Sunrise County | Dallyn, Doug |
| County of Northern Lights | Reese, Brent |
| MD of Peace #135 | Brightwell, George |
| MD of Fairview #136 | Wyness, Terri |
| Town of Fairview | Radbourne, Dennis |
| Town of Grimshaw | Nelson, Nels |
| Town of Manning | |
| Town of Peace River | Needham, Colin |
| Village of Berwyn | Vanderklok, Harry |
| Village of Hines Creek | Reintjes, Hazel |
| Village of Nampa | |

Regrets: Melody Howell, Cheryl Novak

Also present was Executive Director Richard Walisser. Dennis Radbourne acted as recording secretary.

Agenda

01.06.14 Moved Nelson agenda be adopted as circulated with an addition to New Business, Other;
i. Habitat for Humanity – Peace River
Carried.

Minutes

a. Regular Meeting – May 15, 2014

02.06.14 Moved Reese minutes of the May 15, 2014 regular Board meeting be approved as presented.
Carried.

Reports

a. **Executive Director's Report**

The Executive Director provided a brief update of the developments with Garden Court, the Westview Development Area, the Heritage Tower conversion, and the current North Peace Housing Foundation occupancy levels.

03.06.14 Moved Nelson Executive Director's report be approved as presented.
Carried.

b. **Summary of Operations**

04.06.14 Moved Nelson Summary of Operations for the month of April, 2014 be accepted as presented.
Carried.

c. **Financial Report**

05.06.14 Moved Reintjes financial report for the month of April, 2014 be accepted as presented.
Carried.

Accounts Payable Ratification

06.06.14 Moved Fletcher accounts payable for the month of April, 2014 be ratified as presented.
Carried.

Business Arising Out of the Minutes

a. **Peace River Seniors Affordable Housing Project**

i. **Construction Update**

The Executive Director presented an update on the upcoming work schedule from the general contractor. The landscaping sub-contractor has completed that portion of the contract. The contractor has been on site since May 26th to complete the balance of the deficiencies.

ii. **Garden Court Suite Occupancy Update**

June occupancy at Garden Court stands at 47 with 2 more booked for July 1, 2014.

iii. **Grand Opening**

We have scheduled June 24th for the Grand Opening of the Garden Court Seniors Apartments from 10:00 am to 12:00 noon.

b. **Westview Area Structure Plan**

The Executive Director, for reference provided the Board with an updated drawing of the proposed area development plan for the west hill area. Also presented was an area calculation for the developable area within the site and correspondence received from the Peace River Rotary Club.

07.06.14 Moved Needham the North Peace Housing Foundation administration seek legal advice in regards to a management of the joint use building and the inclusion of other parties on the title of the property.
Carried.

08.06.14 Moved Dallyn the North Peace Housing Foundation approve the land cost calculation to be \$137,317.37 per developable acre.
Carried.

c. **Lodge Assistance Program Grant – Heritage Tower Update**

The Executive Director was pleased to report that Alberta Municipal Affairs has approved the effective date for conversion as July 1, 2014. We will be working with department staff to determine the 2014 Lodge Assistance Program grant.

09.06.14 Moved Nelson accept for information.
Carried.

d. **Seniors Housing Needs Assessment - Distribution**

The Executive Director presented a request from the Town of Fairview to allow for the distribution of the Seniors Housing Needs Assessment once it is completed.

10.06.14 Moved Vanderklok table the item.

New Business

a. **NSF Fee/Late Payment Administration Fee**

The Executive Director was unable to provide the draft to the Board at this time.

11.06.14 Moved Needham table item to next meeting.

b. **Family Hiring – Student – Del-Air Lodge**

The Executive Director presented a request for consideration to the Board from the Manager of Del-Air Lodge to hire a student who is the relative of another worker at the lodge. Both the Manager and the Human Resources Manager recommend approval.

12.06.14 Moved Nelson approve the employment of student at the Del-Air Lodge as recommended. Carried.

c. **Other**

i. **Habitat for Humanity – Peace River**

Board member Needham requested an update on the status of the joint Habitat for Humanity/North Peace Housing Foundation project at Spruce Court.

Items for Information

- a. Happenings – June 2014
- b. Lodge Events – June 2014
- c. Lodge Resident Disposable Income Increase
- d. Letter to Town of Peace River – Closure of 102 Avenue West of 68th Street
- e. Supportive Living Accommodations Licensing – Del- Air Lodge

13.06.14 Moved Nelson accept items for information. Carried.

Directors' Comments

Members of the Remote Seniors Housing Initiatives Committee expressed the good discussion and debate at their recent meeting.

Next Meeting

14.06.14 Moved Vanderklok the next Board of Directors Meeting to be held on July 2, 2014 at Del-Air Lodge in Manning at 5:30 pm. Carried.

Adjournment

The Chair declared the meeting adjourned at 7:05 pm.

Chairperson

Recording Secretary