



North Peace Housing Foundation

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Board of Directors Meeting
Peace River, Alberta
October 1, 2014

Chair Terri Wyness called the meeting to order at 5:50 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	Eastman, Sandra
MD of Fairview #136	Wyness, Terri
Town of Fairview	Radbourne, Dennis
Town of Grimshaw	
Town of Manning	
Town of Peace River	Needham, Colin
Village of Berwyn	Vanderklok, Harry
Village of Hines Creek	Reintjes, Hazel
Village of Nampa	

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

Agenda

- 01.10.14 Moved Dallyn agenda be adopted as circulated, with the following additions under Items for Information;
i. Happenings – October 2014
Carried.

Minutes

a. Regular Meeting – September 3, 2014

- 02.10.14 Moved Reese minutes of the September 3, 2014 regular Board meeting be approved as presented.
Carried.

Reports

a. **Executive Director's Report**

The Executive Director provided a verbal update of the developments with regards to the Westview Development Area, and shared information discussed at the Alberta Public Housing Administrators Association Conference and the current North Peace Housing Foundation occupancy levels.

03.10.14 Moved Fletcher Executive Director's report be approved as presented.
Carried.

b. **Summary of Operations**

04.10.14 Moved Dallyn Summary of Operations for the month of August, 2014 be accepted as presented.
Carried.

c. **Financial Report**

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

Accounts Payable Ratification

06.10.14 Moved Eastman accounts payable for the month of August, 2014 be ratified as presented.
Carried.

Business Arising Out of the Minutes

a. **Westview Area Structure Plan**

The Executive Director presented an update to the design drawing from Mackenzie Municipal Services Agency for the Westview Area Development Plan along with the meeting minutes from the FCC Planning Committee Meeting and a letter from the Committee to the North Peace Housing Foundation Executive Director.

07.10.14 Moved Vanderklok accept for information.
Carried.

b. **Rotary House/NPHF Administration Office**

The Executive Director presented mock-ups of the new Rotary House as presented to members of the Board of Directors, administration and members of the Peace River Rotary Club at a meeting held on September 30, 2014.

08.10.14 Moved Reintjes accept for information.
Carried.

c. **ANPHA Update**

The Executive Director presented an update on the activities of the association in preparation for the inaugural Annual General Meeting.

09.10.14 Moved Dallyn accept for information.
Carried.

In-Camera Business

10.10.14 Moved Vanderklok meeting move into camera.
Carried.

a. **Correspondence from Town of Fairview/Northern Sunrise County**

The Executive Director presented correspondence received by various municipalities and subsequently forwarded to North Peace Housing Foundation for a response. A response including a chronological summary of the events that transpired was provided by our Operations Manager.

b. **Sustainable Remote Housing Receivables**

The Executive Director provided the Board of Directors with a summary of the total current receivables owned by the eight tenants in the Sustainable Remote Housing Program units at Cadotte Lake, along with a memorandum complete with recommendations for the Board of Directors to consider.

c. **Executive Director Performance Evaluation**

The Executive Director presented the performance evaluation report as prepared by the Executive Committee as part of the meeting held on September 30, 2014.

11.10.14 Moved Reese meeting move out of camera.
Carried.

12.10.14 Moved Fletcher draft a letter of response to the municipalities that assures them that the North Peace Housing Foundation went above and beyond the call of duty in regards to the issues outlined.
Carried.

13.10.14 Moved Dallyn send a letter of response to the family summarizing the chronology of events.
Carried.

14.10.14 Moved Needham the North Peace Housing Foundation explore all avenues to divest the North Peace Housing Foundation from the Sustainable Remote Housing Program in Cadotte Lake.
Carried.

15.10.14 Moved Dallyn accept the Executive Director performance appraisal and approve the recommendations of the Executive Committee as revised.
Carried.

New Business

a. **Home Care Service Discontinuation – Heritage Tower**

The Executive Director presented a memorandum from Alberta Health Services that was planned for distribution to Heritage Tower residents in regards to the discontinuation of services at night commencing October 1, 2014. Also was presented was a letter from North Peace Housing Foundation to the residents in response to the planned discontinuation should it transpire.

16.10.14 Moved Reese request a meeting with the Hon. Frank Oberle, Minister of Energy and Peace River MLA, regarding the impact of the planned reduction to home care services for residents at Heritage Tower in Peace River and pursue opportunities to raise this issue with other MLAs..
Carried.

b. **2015 Wage and Salary Review**

The Executive Director provided the presentation material from the Executive Committee meeting which included a list of recommendations from the Executive Committee in regards to the 2015 North Peace Housing Foundation compensation and benefits package for the employees of the organization.

17.10.14 Moved Needham approve the recommendation of the Executive Committee as outlined.
Carried.

c. **Energy Supply Contract Review**

The Executive Director presented quotes from the current energy retailer Hudson Energy for a negotiated extension of the terms of the energy supply contract for North Peace Housing Foundation.

18.10.14 Moved Dallyn North Peace Housing Foundation extend the term of the arrangement with Hudson Energy for an additional 4 year term based on the quoted supply prices provided.
Carried.

d. **Peace River Rotary Club Gala**

The Executive Director provided a invitation/notice for the Peace River Rotary Club Gala/fundraiser to be held on Saturday, November 1st. To show our support of the cause, the North Peace Housing Foundation has committed to a table of 10.

19.10.14 Moved Radbourne members of the Board of Directors interested in attending this event should contact the central administration office by October 15, 2014 and in the event that all table placements are not filled, offer the place to senior office staff.
Carried.

e. **Other**

Nil

Items for Information

- a. Mandate Letters – Hon. Jeff Johnson, Minister of Seniors, Hon. Stephen Mandel, Minister of Health
- b. Lodge Events – October 2014
- c. Happenings – October 2014

20.10.14 Moved Dallyn accept items for information.
Carried.

Directors' Comments

Nil

Next Meeting

The Annual General Meeting and the next Board of Directors Meeting is scheduled to be held on November 5, 2014 at the central administration office in Peace River at 5:30 pm.
Carried.

Adjournment

The Chair declared the meeting adjourned at 8:00 pm.

Chairperson



Recording Secretary