



North Peace Housing Foundation

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Board of Directors Meeting
Fairview, Alberta
May 18, 2016

The Chair, Doug Dallyn called the meeting to order at 4:09 p.m. with the following members present:

Clear Hills County	Dallyn, Doug
Northern Sunrise County	Reese, Brent
County of Northern Lights	Eastman, Sandra
MD of Peace #135	Skrepnek, Ray
MD of Fairview #136	Radbourne, Dennis
Town of Fairview	Regal, Bob
Town of Grimshaw	Kerr, Brenda
Town of Manning	Needham, Colin
Town of Peace River	Vanderklok, Harry
Village of Berwyn	Reintjes, Hazel
Village of Hines Creek	Novak, Cheryl
Village of Nampa	

Also present was Executive Director, Richard Walisser. Hazel Reintjes acted as recording secretary.

Agenda

01.05.16 Moved Reese agenda be adopted as circulated.
Carried.

Minutes

a. Board Meeting Minutes – April 6, 2016

02.05.16 Moved Vanderklok minutes of the April 6, 2016 regular Board meeting be approved as presented.
Carried.

b. Planning & Services Committee Meeting Minutes – April 5, 2016

03.05.16 Moved Regal minutes of the April 5, 2016 Planning & Services Committee meeting be approved as presented.
Carried.

c. **Rural Seniors Housing Initiatives Committee Meeting Minutes – April 6, 2016**

- 04.05.16 Moved Needham minutes of the April 6, 2016 regular Board meeting be approved as corrected with the meeting venue being Hines Creek Council Chambers.
Carried.

Reports

a. **Executive Director's Report**

The Executive Director provided a brief update of the developments with the Westview Area Development Plan, an update on the Rotary House/Administration Office project, and a briefing on the amendments to the 2016 equalized assessments, as well as the current North Peace Housing Foundation occupancy levels.

- 05.05.16 Moved Radbourne Executive Director's report be approved as presented.
Carried.

b. **Summary of Operations**

- 06.05.16 Moved Vanderklok Summary of Operations for the month of March, 2016 be accepted as presented.
Carried.

c. **Financial Report**

- 07.05.16 Moved Skrepnek financial report for the month ended March, 2016 be accepted as presented.
Carried.

Accounts Payable Ratification

- 08.05.16 Moved Vanderklok accounts payable for the month of March, 2016 be ratified as presented.
Carried.

Business Arising Out of the Minutes

a. **North Peace Housing Foundation Administration Office/Rotary House Tender**

The Executive Director presented the Board of Directors with the tender advertisement for the North Peace Housing Foundation Office and Rotary House.

- 09.05.16 Moved Radbourne accept as information.
Carried.

b. **2016 Housing Management Body Budget**

- 10.05.16 Moved Eastman put together a plan to present to department staff and meet with Alberta Seniors & Housing Ministry staff to determine an appropriate course of action. Carried.

The meeting broke for supper at 5:35pm.

The meeting reconvened at 6:08 pm.

c. **Letter from Hon. Lori Sigurdson, Minister of Alberta Seniors and Housing Re: Invitation to tour Facilities**

The Executive Director presented a letter from the Minister of Seniors & Housing in response to the letter from Board Chair Doug Dallyn inviting the Minister to the Peace River area to tour some of our facilities. The Executive Director was made aware that a potential tour of the region is being prepared for the middle of August, 2016.

- 11.05.16 Moved Regal accept the letter from Minister Sigurdson as information. Carried.

d. **Letter from Hon. Lori Sigurdson, Minister of Alberta Seniors and Housing Re: Staffing Levels in Seniors Lodges**

The Executive Director presented a letter from the Minister of Seniors & Housing in response to the letter from Board Chair Doug Dallyn regarding staffing levels in seniors lodges.

- 12.05.16 Moved Radbourne accept the letter from Minister Sigurdson as information. Carried.

e. **Garden Court Debt – Municipal Loans Update**

The Foundation received confirmation from two of our municipal lenders that it is their intention to continue with the financing arrangement at the new rate and one municipality has confirmed it is their intention to exit from the arrangement. Two municipalities have yet to confirm their intentions.

- 13.05.16 Moved Needham accepted for information. Carried.

New Business

a. **ANPHA Forum and Annual General Meeting**

The Executive Director presented the invitation to attend a housing forum and the Annual General Meeting of the Alberta Network of Public Housing Agencies on June 15, 2016 in Nisku, Alberta.

- 14.05.16 Moved Radbourne approve the attendance of the Executive Director and up to two Board Directors who wish to attend.
Carried.

b. **Jubilee/Genesis Reciprocal Insurance Exchanges Merger**

The Executive Director presented the documents for subscriber ratification of the reciprocal merger approved unanimously at the AGMs of both reciprocals in March, 2016.

- 15.05.16 Moved Skrepnek endorse the merger of the Jubilee and Genesis Reciprocal Insurance Exchanges and complete the subscriber documents of approval.
Carried.

c. **Staff Appreciation Golf Tournament**

The Executive Director presented for the Board's consideration a request to fund the cost of the staff appreciation event.

- 16.05.16 Moved Skrepnek approve the use of up to \$4,000.00 for the costs associated with the recognition event.
Carried.

Items for Information

- a. 2015 WCB Employer Report/Premium Summary
- b. Happenings – Family Housing Newsletter – May 2016
- c. Lodge Events – May 2016
- d. ANPHA Board of Directors Meeting Minutes – April 6, 2016
- e. Notice of Execution of Grant Agreement – Autumn Lodge Fire Safety Program
- f. Social Media Calendar Content – May 19th – May 28th

- 17.05.16 Moved Novak accept items for information.
Carried.

Directors' Comments

Board member Eastman has successfully recruited a community member to the Rural Seniors Housing Initiatives Committee. Linda Chmilar has indicated her interest in being a part of this committee.

- 18.05.16 Moved Eastman appoint Linda Chmilar to the Rural Seniors Housing Initiatives Committee in accordance with the committee Terms of Reference.
Carried.

Board members Reese indicated that the Town of Manning and the County of Northern Lights held a meeting to discuss amalgamation and determined that they will not be pursuing amalgamation at this time.

Next Meeting

- 19.05.16 Moved Vanderklok the next Board of Directors meeting be held at the Heritage Tower Lodge in Peace River on June 1, 2016 at 4:00 pm. as previously scheduled.

Adjournment

The Chair declared the meeting adjourned at 6:43 pm.


Chairperson


Recording Secretary