



North Peace Housing Foundation

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Board of Directors Meeting
Berwyn, Alberta
September 7, 2016

The Chair, Doug Dallyn called the meeting to order at 4:16 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	Skrepnek, Ray
Town of Fairview	Radbourne, Dennis
Town of Grimshaw	Regal, Bob
Town of Manning	Kerr, Brenda
Town of Peace River	
Village of Berwyn	
Village of Hines Creek	Mackenzie, Jim
Village of Nampa	Novak, Cheryl

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

Agenda

- 01.09.16 Moved Skrepnek agenda be adopted as circulated, with the following addition to New Business;
f. Concrete Replacement – Homesteader Lodge
Carried.

Minutes

- a. **Board Meeting Minutes – July 6, 2016**
- 02.09.16 Moved Regal minutes of the July 6, 2016 regular Board meeting be approved as presented.
Carried.
- b. **Rural Seniors Housing Initiatives Committee Meeting Minutes – July 6, 2016**
- 03.09.16 Moved Eastman minutes of the July 6, 2016 regular Rural Seniors Housing Initiatives Committee meeting be approved as amended with next meeting aligned with Board meeting.
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, debt financing update, as well as the current North Peace Housing Foundation occupancy levels.

04.09.16 Moved Novak Executive Director's report be approved as presented.
Carried.

b. **Summary of Operations**

05.09.16 Moved Fletcher Summary of Operations for the month of July, 2016 be accepted as presented.
Carried.

c. **Financial Report**

06.09.16 Moved Reese financial report for the month ended July, 2016 be accepted as presented.
Carried.

Accounts Payable Ratification

07.09.16 Moved Regal accounts payable for the month of July, 2016 be ratified as presented.
Carried.

Business Arising Out of the Minutes

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

The Executive Director presented the minutes of the construction start-up meeting for the administration office/Rotary House project.

08.09.16 Moved Fletcher accept the minutes for information.
Carried.

b. **2016 Social Housing Operating Budget Update**

The Executive Director presented the letter from the Ministry indicating that the department has agreed to fund the shortfall from the 2015 audit for North Peace Housing Foundation.

09.09.16 Moved Eastman accept for information and draft letters of acknowledgment and thanks to the department and to the MLAs .
Carried.

c. **Del-Air Lodge Reconfiguration Project Update**

The Executive Director presented the Board with an update on the status of the project.

10.09.16 Moved Skrepnek accept the update for information.
Carried.

d. **Garden Court/Infrastructure Debt – ATB Loan Update**

The Executive Director presented the Board with an update on the status of the financing arrangement with ATB Financial.

11.09.16 Moved Novak accept for information.
Carried.

e. **Correspondence from Alberta Seniors & Housing Re: New Social Housing Agreement**

The Executive Director presented the joint press release and memo from the Ministry indicating that the federal government and the Province of Alberta have signed on a new social housing agreement. This will give the province full control over the social housing portfolio and should allow Housing Management Bodies a better opportunity to adjust their portfolio of assets.

12.09.16 Moved Reese accept for information.
Carried.

New Business

a. **Garden Court Issues**

The Executive Director presented the Board with a petition from tenants of Garden Court Apartments regarding the hours of operation of the tenant lounge.

13.09.16 Moved Skrepnek accept the Garden Court lounge usage schedule as presented for information and draft letter to the tenants of Garden Court explaining that this issue is operational in nature and continue to communicate with management to find a solution.
Carried.

b. **Request from Tenant to Build Garage – Legion Place**

The Executive Director received a request from a tenant of Legion Place to construct a garage on the back alley parking area at Legion Place.

14.09.16 Moved Reese accept as information.
Carried.

c. **Rotary Club – Rotary House Gala Invitation**

The Executive Director presented for the Board's consideration an invitation to the Peace River Rotary Club Gala to celebrate the commencement of construction of the Rotary House.

- 15.09.16 Moved Fletcher approve the purchase of a table at the Rotary House Gala and ask that Board members please provide their intentions for attendance by the next Board meeting. Carried.

d. **Committee Meetings**

- 16.09.16 Moved Novak hold a Planning & Services Committee Meeting on September 28, 2016 at 9:00 am at the Central Office in Peace River, further hold an Executive Committee Meeting on September 28, 2016 at 1:00 pm at the Central Office in Peace River, and further hold a Rural Seniors Housing Initiatives Committee meeting on September 29, 2016 at 1:00 pm at the Central Office. Carried.

f. **Concrete Replacement – Homesteader Lodge**

The Executive Director presented the Board with the tender summary report for the replacement of the concrete sidewalk at the Homesteader Lodge in Hines Creek.

- 17.09.16 Moved Fletcher ratify the awarding of the contract to replace the concrete sidewalk at Homesteader Lodge for the quoted price of \$8,992.00 plus GST. Carried.

Items for Information

- a. Happenings – Family Housing Newsletter – July 2016
 - b. Lodge Events – July 2016
 - c. ANPHA Board Meeting Minutes – June 8, 2016
 - d. Minister Sigurdson Peace Country Tour – Media Coverage
 - e. Medical Clinic Update
 - f. Del-Air Lodge – Supportive Living Accommodation Standards License Certificate
- 18.09.16 Moved Fletcher accept items for information. Carried.
- 19.09.16 Moved Novak that Dan Fletcher be appointed as a Board alternate on the Rural Seniors Housing Initiatives Committee. Carried.

Directors' Comments

Board member Fletcher enquired with regards to the rent supplement program for tenants in Cleardale and also advised that the Cleardale Community Enhancement Society is moving forward with expansion plans to their seniors housing project.

Next Meeting

The next Board of Directors meeting is scheduled to be held at the Central Office in Peace River on ~~October~~ ^{September} 29, 2016 at 3:00 pm.

Adjournment

The Chair declared the meeting adjourned at 6:32 pm.


Chairperson


Recording Secretary