



North Peace Housing Foundation

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Board of Directors Meeting
Peace River, Alberta
June 7, 2017

The Chair, Doug Dallyn called the meeting to order at 4:02 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	
Town of Manning	
Town of Peace River	Needham, Colin
Village of Berwyn	Vanderklok, Harry
Village of Hines Creek	Reintjes, Hazel
Village of Nampa	Novak, Cheryl

Regrets Dave Janzen and Brenda Kerr

Also present was Executive Director, Richard Walisser. Rhonda Massier acted as recording secretary.

Agenda

01.06.17 Moved Reese agenda be adopted as circulated, with the following addition;
Carried.

Minutes

a. **Board Meeting Minutes – May 17, 2017**

02.06.17 Moved Vanderklok minutes of the May 17, 2017 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 the Rotary House/Administration Office project, the Westview Development Area completion update, the progress on settling the issues at Cadotte Lake, as well as the current North Peace Housing Foundation occupancy levels.

03.06.17 Moved Regal Executive Director's report be approved as presented.
Carried.

b. **Summary of Operations**

04.06.17 Moved Eastman Summary of Operations for the month of April, 2017 be accepted as presented.
Carried.

c. **Financial Report**

05.06.17 Moved Radbourne financial report for the month ended April, 2017 be accepted as presented.
Carried.

Accounts Payable Ratification

06.06.17 Moved Skrepnek accounts payable for the month of April, 2017 be ratified as presented.
Carried.

Business Arising Out of the Minutes

a. **Central Office/Rotary House Project Update**

The Executive Director presented the construction review and the meeting minutes of the May 25, 2017 construction meeting for the administration office/Rotary House project. A tour of the building was arranged for the Board upon the adjournment of the Board meeting.

07.06.17 Moved Needham accept the minutes for information.
Carried.

b. **Lodge Fire Suppression Systems Installation Project Update**

The Del-Air Lodge remediation is now underway. We have held discussions with department staff on how to resolve the concerns we have with this project. Again, we continue to reserve our decision on the installation of the Autumn Lodge until after the completion of the 2018 -2022 Business Plan.

08.06.17 Moved Radbourne accept for information.
Carried.

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

The Executive Director brought the Board up to date with the status of the project as it stands today. The department is working with Alberta Health Services on some of the technical details involving building codes and other specifications of our plan that will impact how we proceed. Department Stakeholder Relations Manager, Barb Panich and Policy Planning Manager, Rachel Foley toured the site on June 6th.

09.06.17 Moved Reese accept the report for information.
Carried.

The meeting was recessed for supper at 4:52pm.
The meeting was reconvened at 5:12pm.

In-Camera Discussions

10.06.17 Moved Needham the meeting move in-camera at 5:12 pm.
Carried.

a. **North Peace Housing Foundation Seniors Housing Needs Assessment Preliminary Discussion**

The Executive Director provided an overview of the process that was followed as well as a preliminary look at some of the findings from the data, and the assumptions used in projecting the region's population demand and need.

The meeting was recessed for tour of the North Peace Housing Foundation Central Administration Office and Rotary House at 5:33 pm.
The meeting was reconvened at 6:15 pm.

b. **2018 – 2022 Business Plan – In Camera**

The Executive Director discussed some of the initial figures from the needs analysis and how the North Peace Housing Foundation should incorporate the findings into the upcoming business plan particularly how it relates to the capital plan and financing.

c. **Peace River Medical Clinic Update**

The Executive Director presented the meeting minutes

11.06.17 Moved Needham the meeting move out-of-camera at 6:52 pm.
Carried.

New Business

a. **Central Office/Rotary Ground Sprinkler System**

The Executive Director presented for discussion and consideration the possibility of installing an underground watering system for the grounds at the central office and Rotary House. Given consideration for cost of labour to water the grass and plant material and the affect it has on the overall appearance of the facility the Executive Director and Rotary representatives feel it would be prudent to have the system installed as part of the landscaping work.

12.06.17 Moved Radbourne administration secure bids for the installation of an underground watering system for the grounds at the new office and Rotary House.
Carried.

Items for Information

- a. Lodge Events – June 2017
- b. Cleardale Community Enhancement Society Grand Opening Cleardale Seniors Home – Phase II – June 24, 2017
- c. Letter from Alberta Seniors and Housing Re: Del-Air Lodge Project

13.05.17 Moved Radbourne accept items for information.
Carried.

Directors' Comments

Board member Reintjes asked there be mention of manager situation at Harvest Lodge. Lynette to step down, taking different role.

Board member Radbourne will be unable to attend next meeting in Manning, but willing to participate via teleconference if possible.

Board member Skrepnek wanted everyone to know that the MD#135 hosted a senior's barbeque with 5 buses attending for Seniors Week.

Next Meeting

The next Board of Directors meeting is scheduled to be held at the Del-Air Lodge in Manning on July 5, 2017 at 4:00 pm.

Adjournment

The Chair declared the meeting adjourned at 7:11pm.



Chairperson



Recording Secretary