

Flagstaff Regional Housing Group
Meeting Held Via Zoom
May 4, 2021 @ 1:00 pm

MINUTES

Attendees:	Dell Wickstrom	Village of Alliance
	Murray Candlish	Town of Daysland
	Rick Manning	Flagstaff County
	Jeanette Herle	Flagstaff County
	Blaise Young	Village of Forestburg
	Doug Irving	Town of Hardisty
	Bonnie Wood (regrets)	Village of Heisler
	Ben Kellert	Town of Killam
	Debra Smith, Board Chair	Village of Lougheed
	Grant Imlah, Vice Chair (regrets)	Town of Sedgewick
	Carla Beck	The Bethany Group - Interim CEO
	Outi Kite	The Bethany Group - Director
	Melodie Stol	The Bethany Group - Stakeholder Relations
	Michelle Wideman	The Bethany Group - Recorder

1.	CALL TO ORDER The meeting was called to order at 1:03pm by Board Chair Debra Smith.
2.	APPROVAL OF AGENDA FRHG 21-05-01 MOVED by B. Young to accept the Agenda for May 4, 2021 as circulated. <i>CARRIED</i>
3.	MINUTES OF PREVIOUS MEETING FRHG 21-05-02 MOVED by B. Kellert to accept the Minutes for March 30, 2021 as circulated. <i>CARRIED</i>
4.	CORRESPONDENCE
a.	Ministry of Seniors and Housing – Rent Supplement Program
b.	ASCHA Online Convention – Report An updated was provided by Melodie Stol and Jeanette Herle on their attendance at the recent online ASCHA Convention.

	c.	Seniors Income Amounts April 2021
	d.	Faith and Communication Symposium
		FRHG 21-05-03 MOVED by J. Herle to accept the Correspondence as information. CARRIED
5.		REPORTS & UPDATES
	a.	<p>Financial Reports – for the 3 months ending March 31, 2021</p> <p>Operations are currently over-budget due to reduced occupancy and the resulting loss of revenue. The covid funding is reported in two separate lines, to reflect the two pools of funding received – one for loss of revenue and one for covid expenses. Salaries and Benefits are over-budget as well, but the majority of it is for the one time Critical Worker Benefit that was received from government for lodge workers. Outi will look into the trending for the June meeting.</p> <p>FRHG 21-05-04 MOVED by M. Candlish to accept the March 31, 2021 Financial Reports as information. CARRIED</p>
	b.	<p>Occupancy Report to March 31, 2021</p> <p>Several units in the self-contained portfolio have been rented for end of April, which is positive.</p> <p>FRHG 21-05-05 MOVED by B. Kellert to accept the Occupancy Report as information. CARRIED</p>
	c.	<p>Operational Update</p> <p>Annual rent reviews are underway for the self-contained buildings. Also the annual unit inspections are in progress, which includes all buildings – inside units, common areas, as well as building exteriors.</p> <p>FRHG 21-05-06 MOVED by D. Wickstrom to accept the Operational Update as information. CARRIED</p>
	d.	<p>Covid-19 Update</p> <p>Are closely watching the Variants of Concern across the province, and are working on implementation of Order 16, which relates to safe visitation. Are also expecting updates to Order 32 which relates to restrictions upon move-in and perhaps a lifting of the 14 day isolation period for new admissions.</p> <p>Appreciation was expressed for the staff at the lodge for their excellent work throughout the pandemic; comments in the community have been very positive.</p>

		FRHG 21-05-07 MOVED by B. Young to accept the Covid Update as information. <i>CARRIED</i>
6.	NEW BUSINESS	
	a.	<p>Business Planning 2021</p> <p>Review of Business Planning document provided and discussion on the Capital Maintenance Requests (CMR) that were made but not approved in previous years. The unit inspections that are currently underway will feed into the CMR requests for this year's submission.</p> <p>Discussion regarding vacancy concerns. Several residents have been moved to higher levels of care, for what some would consider minor health concerns and families have expressed their disappointment that no medical care is provided. The Village of Forestburg will be approaching the Ministries regarding a level of medical service in the Lodge. Carla and Outi will work with Patti and Shelly to review the details and contribute to the proposal, potentially with increased Home Care services in the Lodge. The Bethany Group has been working with the Province on a proposal to the Minister for a re-design of the Home Care program, with a more holistic approach and a community hub model, which would fit very well with Big Knife Lodge. The potential for a respite service was also discussed, as well as adult day support programs. Will also look at marketing options for the community, to highlight the lodge and amenities.</p> <p>Administration will continue work on the Business Plan, to be brought back for approval at the June meeting.</p>
	b.	<p>Forestburg Letter Request</p> <p>As related to the Village of Forestburg's request to government for health services in the Lodge. Administration will begin work on gathering information.</p>
7.	PREVIOUS BUSINESS	
	a.	<p>Request from Forestburg Golden Age Club</p> <p>The Golden Age Club did apply for grants but were not willing to provide a financial statement. The Ag Society is re-working their budget to determine if there would be funds available but Council will not proceed without the financial statement.</p> <p>FRHG 21-05-08 MOVED by B. Young to table the Forestburg Golden Age Club request until further information is forthcoming. <i>CARRIED</i></p>
8.	ROUND TABLE DISCUSSIONS	
	<p>Pet Policy - 5 rooms on the main floor of Parkland Manor in Hardisty have been designated as pet-friendly and the pilot project is underway with no timelines attached as we are trying to attract people to the building.</p>	



Flagstaff Regional Housing Group
Meeting Held Via Zoom
May 4, 2021 @ 1:00 pm

9.	NEXT MEETING DATE – June 29, 2021 at 5:00 pm
10.	ADJOURNMENT FRHG 21-05-09 MOVED by B. Kellert to adjourn the May 4, 2021 FRHG Meeting at 2:01pm. <p style="text-align: right;">CARRIED</p>

Debra Smith
Flagstaff Regional Housing Group

Carla Beck or Outi Kite
The Bethany Group

July 2, 2021
Date

July 5, 2021
Date