



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Board Meeting, March 30, 2017

- The MVSH Board met at the MVSH Administrative Offices in Olds Alberta for their second regularly scheduled Board meeting in 2017.

Presentations by MVSH Executive Management

- The Board met with the following MVSH Executive Management Team members at this meeting and received updates as follows:
 - ✓ Health Care risks by Shauna Urbanowski, Director of Care
 - ✓ Capital Projects by Wayne Milaney, Capital Development Consultant
 - ✓ HR and Operations risks by Kristi Gingrich, Chief Operating Officer
 - ✓ Facility and Infrastructure risks by Al Smart, Director of Facilities
 - ✓ Business and Finance risks by Debra Steiger, Chief Financial Officer

MVSH Lodges Has Full Occupancy and Waitlists to Start 2017

- Lodge vacancy rates are minimal - MVSH has continued to maintain full occupancy. Waitlists exist for all lodges, with the expectation for occupancy to remain high in the near future. Applications continue to be increasing.

Alberta Minister of Senior's and Housing

- The Board approved a resolution to recommend to the Minister the sale and disposal of 13 unused and vacant Community Housing units with significant deferred maintenance or safety issues. The units are not habitable due to these issues, and costs to refurbish exceed reasonable expenditures. The assets are owned by the Province and require permission of the Minister to be sold or made available for repurposing.
- The Board is awaiting reports from the Minister and the Department on a Provincial Housing Strategy and the Regulations Review, both of which are expected later this spring. Feedback was requested by the Minister in the fall on both these activities and MVSH provided responses to both.
- The Board Chair, the Building Committee Chair and the MVSH CAO will meet with the Assistant Deputy Minister (ADM) for Alberta Seniors and Housing on April 20, 2017 in Edmonton to align agendas with the Minister and the Board, and to ensure the Minister is aware of the Campus capital project planning underway for Carstairs, Didsbury and Olds.
- The Board received a clean audit report from the Alberta Seniors Housing Program Compliance Audit which was completed on March 20-22, 2017.



Long Term Planning – Campus Site Developments

- The MVSH Board has clearly stated the first priority is for the Town of Carstairs campus project as this site having highest risk and highest need going forward. The Town of Carstairs is involved with MVSH in selection of serviced land sites and has been working with MVSH and the community on needs identification and community voice.
- In accordance with direction from the Board, MVSH Management continues to work with the Towns of Carstairs, Olds, and Didsbury on campus site developments in their communities.
- The Board approved a contract for a Capital Development Consultant to help guide and develop a long term capital development plan for all assets owned or managed by MVSH.
- The Board Chair, CAO and Capital Development Consultant will meet with each Municipality to ensure progress and engagement issues are addressed.
- The Board's goal is to have campus concept plans in place for all three future project (Olds, Didsbury and Carstairs) and be ready for capital grant or capital funding as they come available.

Board Long Term Planning Retreat on April 8, 2017

- The Board will hold its annual spring long term planning retreat with all Directors, Alternate Directors and Executive Management on Saturday morning April 8, 2017. This will be held at the MVC Council Chambers from 9AM to 1PM. The agenda will be for discussion and guidance on Long Term Planning for MVSH Capital Development and Strategic Management.
- The Board has reconfirmed its commitment and intention to reach out to our stakeholders and communities we serve to build relationships. Our stakeholders include residents, staff, families, municipalities, federal and provincial governments and our vendor partnerships; all of which are formed to do our best work together.

2016 Auditor Report and 2016 Audited Financial Statements and Notes

- The Board reviewed and accepted the 2016 Auditor Report and approved the Audited Financial Statements and Notes for 2016 which is now being circulated as an attachment. The auditor reports were clean and had no new audit recommendations; prior year audit recommendations were addressed and the audited financial statements and notes were given a clear unqualified opinion by the auditor.
- The results of 2016 operations were in a deficit in lodge operations of \$139K resulting mainly from capital write-offs, higher labour costs in the Sundre project



commissioning and higher resident subsidies as most of the vacancies throughout 2016 were filled with applicants who had social housing subsidy needs.

- Over the 2016 fiscal year, MVSH improved its cash flow significantly resulting from the completion of the new Sundre project in the summer and close to full occupancy in less than 6 months.
- Maintenance has made significant savings and efficiencies in our operations for the past few years and in 2016 these totalled \$85K in cost avoidance because of measures taken.
- The Board approved Collins Barrow Red Deer LLP as its Auditor for 2017 based on a RFP held during the first part of 2017.

2017 Budget

- A first report on the status of budget management will be at the end of first quarter March 31, 2017.
- A reserve transfer of \$227,193 was approved by the Board from available funding remaining for the Sundre Facility Project. These funds will be administered by the Board under its new Board reserve policy, which was approved at this meeting.
- The Board was advised that 100% of all Municipal Requisitions for 2017 were received by MVSH before March 31, 2017. The Board Municipal Requisitions Policy was updated and approved at this meeting.
- MVSH continues to undertake efficiencies and green environmental activities with replacing lights to LED lighting for all Campuses. The Sundre Facility Project did have significant investment using these features.

Celebrating MVSH Staff and Volunteers

- The annual MVSH staff long service recognition and awards of excellence event will be held on April 6, 2017 at the Pomeroy Inn at Olds Alberta.
- The annual MVSH volunteer appreciation teas will occur this year at each Campus site from April 25-28, 2017. For information please contact Anita Lobe at 403-556-2957 or anita.lobe@mvsh.ca.

Foundation's 2nd Annual "Powered by the People Gala and Fundraiser Event"

- This year the Foundation's Gala and Fundraiser Event will be held on May 6, 2017 at the Didsbury Memorial Complex starting at 7 pm. For information please contact Ralene McCulloch, Executive Director of the Foundation at 403-556-2957 or ralene.mcculloch@mvsh.ca.



Foothills Lodge Repurposing

- The Repurposing Committee is chaired by Bruce Beattie, as Chair of MVSH and the Committee has met several times; with intentions to meet monthly to achieve a recommendation by June 2017.

ASCHA Convention and Trade Show

- The Board was represented at the ASCHA Convention and Trade Show this year in Edmonton on March 22-24, 2017. This is an industry conference where MVSH has a vote on industry issues and industry voice to the Province as well as a showcase for many education and operating resources. Sam Smalldon, MVSH CAO gave a presentation to the conference on the successful capital development with the MVSH Sundre project.

Next MVSH Board Meeting

- Our next regular Board meeting will be Thursday June 15, 2017 @ 6:30-9:00 PM at the MVSH Administration Offices, in Olds, AB.

Contact or Questions

- If you require any information or there are any questions related to this communication please contact a Board Director or Sam Smalldon, CAO for MVSH at 403-556-2957 or by email at sam.smalldon@mvsh.ca.