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Board Report
Chief Executive Officer
May 2021

The Waterstone

- Still working on filling the Resident Building Maintenance position.
- Contracted with a janitorial company to do an extensive spring clean up and for on going services at this time.

The Yalestone

- Finalizing GST self supply with the help of Indirect Tax consultant. Should be finalized with April submission.

The Riverstone

- Granted Occupancy Friday May 7.
- Tenant applications are now underway and Tim (Resident Building Maintenance) will begin his move in end of this week.
- Move in dates for tenants will begin July 1.

New Development opportunity

- Still waiting on BC Housing for response on proposal for redevelopment on Spadina Avenue

HR/Staffing

- Unfortunately the Tenant Support Worker position did not work out but it looks like we have filled the position to start May 25.
- Filled receptionist maternity leave
- Sub Contract going well with Andrea Stimpson of Pro COAL Consulting. Started in February with the HR audit. At this point she has had a chance to thoroughly review our current HR resources and spend time with most staff to receive individual feedback. Through the review process we have decided to introduce and adopt HR Bamboo which is a great software program that stores and tracks all employee information, tracks time off/sick time etc… and has many great features that individualize the usage for employees, managers and finance allowing for a more effective and efficient system.
- Management are continuing their Executive Coaching with Mike as well as a recent group session.
- Beginning to work on procedures at our regular management meetings ie… 'Notice to Enter'. As our need for an Operations Manual is outstanding and part of the work we are undertaking with Andrea we are committing to meet as managers bi-weekly to tackle a procedure at each of those meetings to be compiled by Andrea.

Strategic Plan

- Under the facilitation of Brackish Consulting the management team spent a full day reviewing and working on the Strategic Plan that began with the Board in October. Mike is now compiling the document for final Board approval.

Working on plaques for all buildings to include Vision, Mission and Values.

City of Abbotsford Covid Response Funding

- We applied for and received $39,500 to be used between Mission and Abbotsford tenants. Sara is administering the funding with some help from Tenant Relations and includes the following:
    - Fresh produce and food hampers
    - PPE and cleaning supplies
    - Internet access for elders and purchase of tablets along with IT support and training
    - Access to transportation through use of Abbotsford Archway Community van and bus tickets
    - Supplies for continuation of community garden program at To'o

Community Partners

Focusing a little more of my time on building on existing community partners and engaging in new partners. Ie…

- Chilliwack Healthier Community (on-going)
- Chilliwack Housing Committee (newly formed)
- HATS (Hope Area Transition Society) – (on going)
- Hope Housing Committee (newly formed)
- Hob of The Fraser Valley (Abby – on going)
- Abbotsford Community Advisory Board (Involved in setting up a new Aboriginal Advisory Committee)