



Board Report Chief Executive Officer August 2021

The Waterstone

- Resident Building Maintenance position was filled by Derek House at end of May.

The Yalestone

- GST self supply has been finalized with all units now full. 50% GST rebated through CRA and the other 50% rebated through our Trust Fund.

The Riverstone

- Building is open and 2/3 full with only 2 bedrooms left to fill.
- Deficiencies are finishing up with Vanmar and Maintenance Dept
- Mortgage assumption will begin October 1
- Feedback from very happy tenants !!
- GST self supply has been submitted for 100% rebate through CRA.

Building Opening Ceremonies

With Covid restrictions being lifted we are now beginning planning for traditional opening ceremonies for both The Yalestone and The Riverstone. More to follow.

Insurance Premium Increases

We have received our insurance renewals for this year and unfortunately there is an increase across all of our properties that total almost \$100,000. I have resubmitted all of our subsidized project operating budgets to AHMA with the increase and expect those to be covered. Unfortunately they do not cover our unsubsidized projects (Yalestone and Waterstone) so we will need to review our operating budgets to reflect the increase. We will need to begin incorporating the 2% rent increases as was outlined in the Performa as of April 1 each year.

Permissive Tax Exemption

I submitted permissive tax exemption applications for all of our buildings this year as in the past application has never been made for our buildings in Mission. Although I again submitted to city of Abbotsford I have since learned they are still reviewing their policies and again this year we will not receive it.

New Development Announcement

- Spadina Avenue proposal was approved by BC Housing in June and we are fully engaged with our partners in the design stages.
- Next steps will be to submit final designs to BC Housing for approval and then to approach the city of Chilliwack for rezoning.

HR/Staffing

- Jess Mitchel was hired at end of May to fill the position of Tenant Support Worker and was training at the Waterstone while waiting for The Riverstone completion. She is now fully engaged at The Riverstone and greeting new tenants as they move in.
- Work continuing with Andrea Stimpson and we are now meeting as managers weekly to work on Procedures with the goal of having our Operations Manual complete by end of December. She has also been working with us in implanting HR Bamboo. As of beginning of August it is fully implemented with the small glitch of finalizing timesheets to be submitted through the software. Reviewing and considering the employee evaluation module as an add on to the software.
- Management are continuing their Executive Coaching with Mike as he completes his contract with us which will also produce our Strategic Plan completed document.
- Team meetings are being held monthly at all of our sites (Waterstone, Yalestone, Riverstone, Mission). Meetings are to focus on each site specific and include the Tenant Relations Liaison, Building Maintenance Worker and management. Goals of meetings are to:
 - Build healthy teams
 - Introduce new procedures
 - Discuss what's going well and where the challenges are
 - Roadblocks and challenges
 - Goals and ideas

The ultimate goals are

- 1) for front line staff to be able to problem solve together without management involvement but also to know when management needs to be consulted.
- 2) To meet our Vision statement of "Everyone belongs to a thriving community".

Strategic Plan

- Plaques are being made up for all of our buildings that will exhibit our Vision, Mission and Values Statements.
- Ceremonies are being planned to unveil at the sites.

Community Transformation Funding

Final report was submitted for the \$25,000 received through the Community Transformation Centre which supported the completion of our Strategic Planning process. Press release is attached to Board page on website. Planning to submit a second proposal to assist us with the funding for ProCoal (Andrea) to complete our Operations Manual.

Collaboration/ Partners

- Now a member of the Abbotsford Community Advisory Board (CAB) which is focusing on the Reaching Home Funding (1.3 mill. For 2021/22 and an additional \$450,000/year over the next 4 years).
- In addition to the CAB we have struck a secondary committee for indigenous targeted funding under the Reaching Home Program.
- Chilliwack Healthier Community (on-going)
- Market Affordable Housing Committee (City of Chilliwack)
- HATS (Hope Area Transition Society) - (Jess to attend and represent MQHS)
- Hope Housing Committee
- Hub of The Fraser Valley
- Mayors Roundtable on Homelessness in Mission
- Community Housing Transformation Centre (Proposal review committee)
- AHMA monthly coffee break meetings and regular 'Policy Talks' meetings.

Staff Listing

Alyshia Tinga	Tenant Relations Manager
Christie Potter	East Tenant Relations Liaison
Gina Seki	West Tenant Relations Liaison
Michelle Connors	Tenant Relations Administrator
Randy Reber	Director of Maintenance
Melanie Letsos	Maintenance Manager
Dave Burns	Resident Building Maintenance St'at'xwaya
Derek House	Resident Building Maintenance Waterstone
Al Koebel	Resident Building Maintenance Yalestone
Tim Henry	Resident Building Maintenance Riverstone
Tracey Goodwin	Office Administrator
Nadine Wasnick	Finance Manager
Sara Dykstra	Healthy Living Coordinator (maternity fill in)
Jessica Mitchell	Tenant Support Worker Riverstone
Barb Briggs	Receptionist (maternity fill in)