



# *North Peace Housing Foundation*

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## **North Peace Housing Foundation Board Meeting Synopsis – December 3, 2025**

### Executive Director

#### ***Garden Court Update:***

##### *Pre-Action System Installation*

Johnson Controls recently informed us that the project drawings are still pending, which was unexpected and disappointing. Based on previous communication from the sales representative, we had understood that the drawings were already completed and that only material and permitting timelines were outstanding. The installation was described as straightforward, requiring approximately one week for electrical work and one day for mechanical work.

Given this new information, we are awaiting an updated timeline for the completion of drawings so the project can proceed as planned.

Even more disappointing is the update that there is approximately 8-12 weeks lead time for materials.

#### ***Asset Transfers:***

The Foundation has received Affidavits Re Value Land for the 27 Asset Transfer Units, allowing the Province to transfer title.

#### ***Nominal Sum Properties:***

No update to report.

#### ***SRHI (Sustainable Remote Housing Initiative) - Cadotte Lake:***

The 4 remaining units are in the process of being appraised and will be posted for sale once we receive the final report from the appraiser.

The lots for 2 previously sold units have been reclaimed and turned back to Northern Sunrise County. The remaining lots will be cleaned up once the units are sold and moved off site.



***Westview – Fairview Development Committee:***

No update to report.

***Del-Air Lodge Redevelopment:***

On Friday, November 21, 2025, NPHF completed a walkthrough of the Del-Air Lodge and Aurora Place (Continuing Care) with Chandos Construction and Alberta Assisted Living and Social Services. Below is a list of deficiencies that require completion.

The items highlighted in green have been completed; items that have a completion date are to be completed before Chandos' technician leaves the site. Anything without a completion date is being worked on with relevant subtrades or is being investigated; Chandos expects to have all necessary items completed before December 4, 2025, the end of the warranty period.

There are seasonal items that will be rectified in the spring of 2026.

Area / Room	Deficiency	Comments	Complete / Expexted Completion Date
<b>Exterior of New Building Addition</b>			
	Final Ponding in Parking Lot	To be addressed Spring 2026	
	Parking Lot Line Painting	To be addressed Spring 2026	
	Replacement of dead shrubs	To be addressed Spring 2026	
	Installation of a section of guardrail is required between the north side of the north sidewalk and the landscaped / rip-rapped area to the north.	Chandos to install guardrail.	
	Ice Buildup at Exhaust	Access Panel in Mechanical Room to be installed. Chandos to coordinate final relocation of venting and repair of siding.	
	Removal of Old Power Pole	Chandos to put request through ATCO. No guarantee they will move on the request.	
	Removal of Old Transformers	Chandos to put request through ATCO. No guarantee they will move on the request.	
	Repair Holes in Siding at old hair salon and kitchen	Confirmed on site there is no attic stock remaining of the required siding type. Chandos will coordinate with siding trade to repair with the exhaust repairs <b>Note that we cannot guarantee an exact match.</b>	
	Terminate old Generator Exhaust	Chandos to repair.	November 26, 2025
	Old Kitchen Range Exhaust still in place.	Reviewed on site. NPHF confirmed sealing was acceptable.	N/A
	Terminate old commercial dryer vent.	Chandos to repair.	Complete
	Old chimney from kitchen capped with Spark Arrestor	Chandos confirmed cap is stainless steel. NPHF confirmed this was acceptable.	N/A
	Parking Curbs to be installed.	Chandos to Install.	Complete
	Cable from Old TV service to be removed.	Chandos to remove.	Complete
<b>Existing Building - Interior</b>			
<b>Resident Laundry</b>	Hole in Ceiling causing cold air intrusion.	Chandos to repair.	Complete.
<b>Dining Area</b>	New pot lights require covers to prevent insulation contact.	Chandos to repair.	November 26, 2025
<b>Dining Area</b>	Caulking Required at bulkhead at North Wing Entrance	Chandos to install caulking.	Complete.
<b>New Hair Salon</b>	Height too high as per stylist feedback.	Chandos confirmed height is as per drawings & barrier free code.	N/A
<b>New Hair Salon</b>	Poor Lighting on West side of Beam	Chandos confirmed all lights were existing. Drawings called for no additional lighting.	N/A
<b>North Wing Hallway</b>	Flooring Separating at Y of North Wing.	Chandos to install welds.	Complete.
<b>North Wing Hallway</b>	Caulking required at door frames.	Chandos to install caulking.	November 26, 2025
<b>Basement</b>	Nurse Call system infrastructure located in Dusty area.	Lodge to close louvers in overhead duct to reduce dust / heat in room.	N/A
<b>Managers Office</b>	Lock to be replaced with New Style	Chandos to replace lock.	Complete.

<b>New Building Addition - Interior</b>			
<b>New Kitchen</b>	Perforated Grille showing water staining.	Chandos to investigate if a directional grille can be installed as the current grille blows cold air onto the plates. Chandos to clean grille if possible.	November 26, 2025
<b>New Kitchen</b>	Plate Warmer	Lodge noted the plate warmer required more weight than the plates supply in order to depress. Barbell weight to be added as spring cannot be adjusted.	N/A
<b>New Kitchen</b>	Damaged door Seal on Walk In Fridge	Chandos to trim door seal.	November 26, 2025
<b>New Kitchen</b>	Kettle Size	Chandos to review original documents for kettle sizing.	
<b>Hallway</b>	Fire Doors by Kitchen require adjustment.	Chandos to adjust fire doors to ensure latching.	Complete.
<b>Hallway</b>	Drywall Repairs at Bulkhead where new building ties into existing.	Chandos to repair.	November 24, 2025
<b>Commercial Laundry</b>	Door Seals are separating from door frames.	Chandos to repair.	November 26, 2025
<b>Electrical Room</b>	Surge Protection on Emergency Circuits	Chandos to investigate adding surge protection.	
<b>Mechanical Room</b>	Intermittent Issue with Humidifier	Chandos to confirm salt requirements.	
<b>Mechanical Room</b>	Faulty sensor at Control Valve	Lodge to confirm if sensor is tripping due to scale buildup or if replacement is required.	
<b>R104/106</b>	Noise when running exterior hose bib	Chandos to investigate.	
<b>R103</b>	TV signal issues.	Chandos to confirm cross connection was installed. Chandos to have electricians test all rooms to ensure this is the only issue.	
<b>R109/113/115</b>	Banging noises identified when heating zone valve kicks in.	Chandos to isolate valve from panel to prevent noise.	November 26, 2025
<b>Assisted Tub / Shower Room</b>	Hot Water not functioning.	Chandos tested post inspection and found hot water to be functioning properly.	Complete.
	Interconnect Between New & Old Fire Alarm Systems	Chandos to have electricians write report detailing issues and why they cannot be improved.	
<b>Univseral Washroom</b>	Faulty sensor on Water Closet	Chandos to have sensor replaced.	
<b>New Resident Laundry</b>	Nail Pops in Drywall	Chandos to repair.	Complete.
<b>North Wing</b>	Various Drywall Repairs at end of North Wing Hallway	Chandos to repair.	Complete.
<b>Various</b>	Lodge noted they require a way to secure the resident suites in the event of a passing.	Chandos confirmed current locks cannot provide this functionality. Lodge to reinstall old lock when this incident arises.	N/A
<b>Various</b>	Lodge noted the plastic guides on the suite washroom doors are breaking.	Chandos to investigate more durable option. Lodge will install.	
<b>Crawl Space</b>	Determine inspection & maintenance plan for supports under commercial laundry.	Chandos noted the supports can be inspected every 6th months and tightened if required. Chandos to review process with Maintenance Staff.	November 26, 2025
<b>Vestibule 120</b>	New Vestibule Door Seal	Threshold to be replaced.	Complete.
<b>Vestibule 120</b>	Faulty Thermostat.	Thermostat to be replaced.	

***Insight Facility Advisors Operational Review/Maintenance IQ/Asset IQ:***

No update to report.

***Board Actions:***

The Board directed that Administration purchase one ARJO Alenti tub chair with integrated scale, for the purchase price of \$16,921.15, plus GST, to be ordered by December 4, 2025, taking advantage of the discounted pricing.

The Board directed that the Lodge Budget be approved with requisitions set at \$3,715,436.00 which is a 0% increase from last year as this level is sufficient to meet anticipated operational and capital maintenance needs while minimizing the impact on region property taxpayers.

The Board directed that the 2026 Board Meeting schedule be approved as presented.

The Board directed that that the Rest Assistance Benefit (RAB) Policy be adopted as presented.

Tammy Menssa  
Executive Director