



**Taber & District
HOUSING FOUNDATION**

Provide individuals, families and seniors with affordable and caring accommodation.

AGENDA
Regular Monthly Board Meeting
Taber and District Housing Foundation
Thursday, September 25 @ 1:30 p.m.
TDHF Admin Office - Boardroom

1. **Approval of Agenda**
2. **Approval of Minutes:**
 - a) Minutes – Board of Directors Meeting – August 14, 2025
3. **Business Arising:**
 - a) Drug & Alcohol Policy – UNDER REVIEW
 - b) Meals on Wheels – Statistics to August 31, 2025
4. **Financial Statements**
 - a) Income Statement & Bank Reconciliation – CVL – YTD to July 31, 2025
 - b) Income Statement & Bank Reconciliation – CVL – YTD to August 31, 2025
 - c) Income Statement & Bank Reconciliation – Social Housing – YTD to July 31, 2025
 - d) Income Statement & Bank Reconciliation – Social Housing – YTD to August 31, 2025
 - e) Bank Reconciliation – Security Deposit – July 31, 2025 & August 31, 2025
5. **Reports**
 - a) Lodge Manager/Resident Manager Report
 - b) Operations Manager Report
 - c) Placement Officer Report
 - d) CAO Report
6. **New Business:**
 - a) Affordable Housing
 - i) AHPP Debrief – August 15, 2025
 - ii) Update - Class B Costing and CMHC Application
 - iii) Asset Transfer – Harmony Home Manor
 - b) CVL – Design Process Ideas & Schedule
 - i) Preliminary Design – CVL
 - c) Update - Board Retreat and/or Strategic Planning Session(s)
 - d) Letter – Assisted Living & Social Services – Ministerial Order H:016/2025
 - e) ASCHA Regional Meeting – Vote Authorization Form
 - f) Local Affordable Housing – A Municipal Election Issue?
7. **Information**
 - a) Report – Social Housing – September 19, 2025
8. **Adjournment**

Next Meeting: Board of Directors Mtg. Thursday, October 30, 2025 1:30 pm TDHF Admin Office



**Taber & District
HOUSING FOUNDATION**

Provides individuals, families and seniors with affordable and caring accommodation

MINUTES
Regular Monthly Board Meeting
Taber and District Housing Foundation
Thursday, August 14, 2025
Clearview Lodge – Activity Room

ATTENDANCE

Board:	Rosanne Horrocks Joe Strojwas	Tom Machacek Russell Norris	Dan Remfert
Absent:	Tamara Miyanaga	Jake Hiebert	
Administration:	Tim Janzen (CAO), Tanya Fallon (CVL Lodge Manager), Carrie Wilson (Resident Manager), and Corey Beck (Operations Manager)		

Rosanne Horrocks, Chairperson, called the meeting to order at 1:41 pm.

1. Approval of Agenda

Motion 2025 - 111

MOVED by D. Remfert to approve the agenda as amended.

CARRIED

2. Approval of Minutes

Motion 2025 - 112

MOVED by T. Machacek to accept the minutes from the Board of Directors meeting of Thursday, July 24, 2025, as amended.

CARRIED

3. Business Arising

- a) **Drug & Alcohol Policy - DRAFT** – CAO reported the document is still being worked on.
- b) **Meals on Wheels** – Statistics YTD to July 31, 2025

4. Financial Statements – Financial Statements & Bank Reconciliations - TABLED

5. Reports

a) CVL Lodge Manager/Resident Manager Report

Motion 2025 - 113

MOVED by R. Norris to accept the Lodge Manager/Resident Manager report, as presented.

CARRIED

b) Operations Manager Report

Motion 2025 - 114

MOVED by D. Remfert to accept the Operations Manager report, as presented.

CARRIED

c) Placement Officer Report

Motion 2025 - 115

MOVED by J. Strojwas to accept the Placement Officer report, as presented.

CARRIED

d) Chief Administrative Officer Report

Motion 2025 - 116

MOVED by R. Norris to accept the Chief Administrative Officer report, as presented.

CARRIED

6. New Business

a) Cherry & Main Affordable Housing Project:

- i) CAO reported that there was a debrief meeting scheduled for Friday, August 15, 2025, on the AHPP application for Cherry & Main Affordable Apartments.
- ii) CAO reported that a cost consultant had been contacted to give a quote for the Class B costing for Cherry & Main project. This level of costing is required for submission of a CMHC application.

b) Clearview Lodge – Expansion & Modernization

- i) CAO presented preliminary design drawings for Clearview Lodge from Bergen and Associates. The design work suggests that a more compact floorplan design allows for better stacking and an additional 9 units (studio and one-bedroom combined). Bergen is still working on several proposed improvements and layout of the basement plan. The goal is to have preliminary design and engineering complete so costing can be completed in late September.

c) Scheduling of Building Committee Meetings

CAO was directed to prepare a schedule for one Building Committee meeting per month and email the Board of Directors the tentative schedule for approval.

d) Legal Opinion on Asset Transfer of Harmony Home Manor – Brownlee Law LLP

CAO presented the legal opinion from Chris Franssen, Brownlee Law LLP, re: the asset transfer documents for Harmony Home Manor in Taber, AB.

Motion 2025 - 117

MOVED J. Strojwas to authorize the CAO and Board Chair to sign the three contract documents re: Hamony Home Asset Transfer:

- Agreement of Purchase & Sale of Real Property
- Restrictive Land Use Agreement, &
- Affordable Housing Strategy Maintenance Reserve Capital Funding Agreement.

CARRIED

e) Update – Strategic Planning Session(s)

CAO was directed to finding a more cost-effective solution than previously proposed.

7. Other Information

- a) Report – Social Housing – August 8, 2025
- b) Taber Times article re: TDHF – August 6, 2025

8. Adjournment

Motion 2025 - 118

MOVED by D. Remfert to adjourn this meeting at 3:45 pm

CARRIED

Next Meeting:

Board of Directors Thurs, September 25, 2025 1:30 pm TDHF Admin Office - Boardroom

Rosanne Horrocks, Chairperson

Tom Machacek, Vice-Chairperson

2025 MOW Summary

Month	# Clients	# of Meals	YTD	Days/Mon Discount
January	29	395	395	36 1,056.00
February	32	382	777	28 1,027.50
March	27	381	1158	28 1,089.00
April	22	358	1516	31 1,054.50
May	35	351	1867	32 1,021.50
June	37	370	2237	29 1,122.00
July	26	364	2601	33 1,090.50
August	20	290	2891	29 853.50
September			2891	
October			2891	
November			2891	
December			2891	
YTD MEALS		2891		246 8,314.50
\$/MEAL		\$10.00		Days/Mon Discount
Discounted to	#1 - less \$1.50	\$8.50	Oct 1, 2025 - \$11.00 -	
Discounted to	#2 - less \$6.00	\$4.00		

Year

2020

2021

2022

2023

2024

of clients

23

34

39

38

30

of meals

2308

4427

3939

3637

3913

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
REVENUE			
Rental Revenue			
Resident Rent	966,334.00	1,656,021.00	-41.65
Lodge Fees	450.00	800.00	-43.75
Rent Rebates	-8,651.00	-12,000.00	-27.91
Total Rental Revenue	958,133.00	1,644,821.00	-41.75
Resident Services			
Parking	2,361.00	1,800.00	31.17
Laundry	13,407.00	13,500.00	-0.69
Medication Fees	12,141.00	18,000.00	-32.55
Resident Fundraising	33.00	500.00	-93.40
Therapeutic Bath	3,600.00	1,000.00	260.00
Personal Emergency Call System	3,935.00	4,500.00	-12.56
Total Sundry Resident Revenue	19,709.00	24,000.00	-17.88
Tenant Maintenance Recovery	80.00	500.00	-84.00
Total Resident Services	35,557.00	39,800.00	-10.66
Non Resident Services			
Facility Rental	1,050.00	1,800.00	-41.67
Meals on Wheels	26,010.00	54,000.00	-51.83
Meals on Wheels Discounts	-7,461.00	-14,400.00	-48.19
Guest Meals	1,404.00	3,000.00	-53.20
Staff Meals	4,355.00	6,000.00	-27.42
Canteen Revenue	168.35	1,000.00	-83.17
Total Other Meal Services	5,927.35	10,000.00	-40.73
Tuck Shop	580.50	1,000.00	-41.95
Sundry Revenue	0.00	50.00	-100.00
Total Non Resident Services	26,106.85	52,450.00	-50.23
Grants			
ASHC LAP Grant	220,672.00	334,000.00	-33.93
Total ASHC Grants	220,672.00	334,000.00	-33.93
Provincial Grants	0.00	4,000.00	-100.00
Federal Other Grants	4,616.25	0.00	0.00
Total Federal Grants	4,616.25	0.00	0.00
Total Grants	225,288.25	338,000.00	-33.35
Operation Funding			
Health Funding	515,312.42	836,303.00	-38.38
COVID Health Funding	8,784.00	0.00	0.00
Requisition Revenue	301,758.31	517,300.00	-41.67
Total Operation Funding	825,854.73	1,353,603.00	-38.99
Management & Administration			
Other Recovery	5,330.37	13,600.00	-60.81
NSF/Late Fees	25.00	25.00	0.00
Sundry Revenue	2,550.59	1,200.00	112.55
Total Management and Admini...	7,905.96	14,825.00	-46.67
Investment Income			
Interest	11,985.50	20,000.00	-40.07
Total Investment Income	11,985.50	20,000.00	-40.07
Charitable Revenue			
Donations	110.00	0.00	0.00
Restricted Donations	2,410.00	0.00	0.00
Total Charitable Revenue	2,520.00	0.00	0.00

4. a) i

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
TOTAL REVENUE	2,093,351.29	3,463,499.00	-39.56
EXPENSE			
Utilities			
Heating	37,613.21	68,000.00	-44.69
Electricity	33,774.39	66,000.00	-48.83
Water & Sewer	11,046.57	20,000.00	-44.77
Waste Removal	1,422.68	2,700.00	-47.31
Telephone	6,140.13	8,030.00	-23.54
Bulk Contract Expenses	18,853.45	32,894.00	-42.68
Total Utilities	108,850.43	197,624.00	-44.92
Operating			
Bakery	16,691.44	30,000.00	-44.36
Dairy	33,838.32	56,500.00	-40.11
Groceries	90,584.50	140,000.00	-35.30
Meat	67,094.51	105,000.00	-36.10
Total Food	208,208.77	331,500.00	-37.19
Food Supplies	14,705.05	25,000.00	-41.18
Janitorial & Housekeeping	30,784.06	51,960.00	-40.75
Laundry	4,810.11	9,000.00	-46.55
Linen Supplies	0.00	4,000.00	-100.00
Total Cleaning	35,594.17	64,960.00	-45.21
Equipment & Furn Purchase	9,491.67	24,335.00	-61.00
Equipment & Furn Repairs	56.68	5,000.00	-98.87
Insurance	7,148.12	17,000.00	-57.95
Craft Supplies	364.52	250.00	45.81
Entertainment Supplies	1,269.65	3,000.00	-57.68
Recreation Supplies (Vol Apprec)	6,269.66	6,000.00	4.49
Total Resident/Volunteer Progra...	7,903.83	9,250.00	-14.55
Publicity & Promotion	250.10	675.00	-62.95
Pest Control	0.00	2,500.00	-100.00
Sundry	395.31	670.00	-41.00
Total Operating	283,753.70	480,890.00	-40.99
Operating Maintenance			
Appliances	24,663.66	31,060.00	-20.59
Bldg Safety & Security Systems	12,409.80	25,801.00	-51.90
Sundry	99.75	325.00	-69.31
Vehicles	311.62	1,400.00	-77.74
Building Int Painting Common Area	1,325.00	800.00	65.63
Building Interior Painting Units	1,150.00	4,800.00	-76.04
Building Interior Flooring	0.00	4,900.00	-100.00
Building Interior Suite Reno	49.80	3,800.00	-98.69
Building Exterior	305.30	500.00	-38.94
Heating, Ventilation & A/C	17,163.34	13,025.00	31.77
Plumbing	8,073.79	9,850.00	-18.03
Electrical	404.17	4,050.00	-90.02
Grounds & Maintenance	3,835.38	17,300.00	-77.83
Maintenance Equipment - Repair	0.00	1,000.00	-100.00
Maintenance Equipment - Purch...	302.60	500.00	-39.48
Maintenance - Tools & Supplies	99.87	1,000.00	-90.01
Total Operating Maintenance	70,194.08	120,111.00	-41.56
Human Resources			
Administration Salaries	218,674.91	395,030.00	-44.64
Housekeeping Salaries	168,783.53	300,997.00	-43.93
Food Service Salaries	284,597.90	548,986.00	-48.16
Maintenance Salaries	48,392.63	82,580.00	-41.40

4. a) ii

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Resident Care Salaries	66,828.29	122,951.00	-45.65
Total Salaries & Wages	787,277.26	1,450,544.00	-45.73
CPP	40,742.39	82,000.00	-50.31
EI	17,164.87	32,000.00	-46.36
EE Benefits	42,997.19	90,000.00	-52.23
Other Pension Contributions	17,954.28	40,000.00	-55.11
WCB	29,005.63	27,000.00	7.43
Total Benefits	147,864.36	271,000.00	-45.44
Personal Recruitment	1,871.47	3,900.00	-52.01
Staff Functions & Recognition	2,914.81	13,000.00	-77.58
Training & Development	7,926.33	32,922.00	-75.92
Health & Safety	5,188.39	16,876.00	-69.26
Legal Fees	10,558.10	5,000.00	111.16
Total Human Resources	963,600.72	1,793,242.00	-46.26
Administration			
Bank Charges	1,777.55	3,650.00	-51.30
Courier & Postage	483.11	1,000.00	-51.69
Stationery & Other Supplies	5,176.44	7,500.00	-30.98
Office Rent	4,575.17	8,610.00	-46.86
Office Equipment & Furn Purchase	1,051.73	440.00	139.03
Office Equipment & Furn Repairs	660.54	1,500.00	-55.96
Vehicle & Travel	1,911.00	3,840.00	-50.23
Board Expenses	1,829.95	8,200.00	-77.68
Association Fees	2,464.93	4,805.00	-48.70
Legal Fees	0.00	150.00	-100.00
Audit Fees	17,645.00	18,000.00	-1.97
Consulting Fees	0.00	1,200.00	-100.00
IT Services	10,224.18	17,170.00	-40.45
Sundry	136.25	725.00	-81.21
Accreditation	889.56	10,000.00	-91.10
Total Administration	48,825.41	86,790.00	-43.74
Health Expenditures			
Salaries - Resident Care	390,459.28	677,089.00	-42.33
Total Salaries - Resident Care	390,459.28	677,089.00	-42.33
Benefits - Resident Care	67,648.73	139,107.00	-51.37
Total Benefits - Resident Care	67,648.73	139,107.00	-51.37
Materials & Supplies Resident C...	12,894.78	15,000.00	-14.03
Total Health Expenditures	471,002.79	831,196.00	-43.33
TOTAL EXPENSE	1,946,227.13	3,509,853.00	-44.55
NET INCOME	147,124.16	-46,354.00	-417.39

4. a) iii

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING**

CLEARVIEW LODGE
MONTH ENDING JULY 31, 2025

<u>GENERAL LEDGER BALANCE END OF PREVIOUS MONTH</u>		820,850.82
		0.00
RECEIPTED DEPOSITS FOR THE MONTH		3,632.10
PADS		143,510.00
Misc DD		0.00
Intercompany		100,000.00
GIC PURCHASE		0.00
GIC INTEREST EARNED		0.00
Direct Deposit Requisitions		0.00
DEPOSIT INTEREST		2,177.44
LESS DISBURSMENTS FOR THE MONTH		
	Eft's	-66,886.57
	RBC Express / PAD's	-125,973.34
LESS DISBURSMENTS FOR THE MONTH		
	Payroll	-167,316.43
	RRSP	-9,966.39
	Bank Error	0.00
	Deposit Forms ordered	0.00
Miscellaneous		
RBC DIRECT DEBIT AGREEMENT		-234.85
AB Seniors LAP		18,646.00
AHS Funding - Direct Deposit		73,616.06
PAD Return		0.00
DRSP - PDS		-15,196.00
<u>GENERAL LEDGER ENDING BALANCE</u>		<u>\$776,858.84</u>

<u>BALANCE PER BANK STATEMENT</u>	776,858.84
LESS OUTSTANDING CHEQUES (SEE ATTACHED)	0.00
OUTSTANDING DEPOSITS	
<u>NET BALANCE END OF MONTH</u>	<u>\$776,858.84</u>

4. a) IV



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBBDA30000_7166789 E D 09179 00231
TABER AND DISTRICT HOUSING FOUNDATION
5318 48 AVE
TABER AB T1G 1S2

June 30, 2025 to July 31, 2025

Account number: 09179 100-146-0

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on June 30, 2025	\$820,850.82
Total deposits & credits (11)	+ 341,581.60
Total cheques & debits (29)	- 385,573.58
Closing balance on July 31, 2025	= \$776,858.84

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			820,850.82
02 Jul	Direct Payment (PAD's) service total GRADS1097890000		143,510.00	964,360.82
	Misc Payment AHS AP EFT CAD		73,616.06	
	Misc Payment COINAMATIC CANA	185.64		
	Cable TV Bill Pmt SHAW CABLE TV	2,807.92		
	Business PAD Bnfts by Dsgn	14,677.82		1,020,305.50
	Deposit interest		2,177.44	1,022,482.94
07 Jul	Deposit 0117		1,891.00	
	Activity fee	234.85		
	Bill Payment DE BUSINESS	2,217.37		1,021,921.72
08 Jul	Misc Payment Government of A		18,646.00	
	COMMERCIAL TAXES EMPTX 5710389	54,178.29		986,389.43
10 Jul	Account transfer Intercompany		21,000.00	1,007,389.43

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Business Account Statement

June 30, 2025 to July 31, 2025
Account number: 09179 100-146-0

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
10 Jul	Bill payment - 7715 TABER HM HARDWR	324.26		
	Bill payment - 7731 CENTENNIAL FOOD	3,030.09		
	Bill payment - 7726 SYSCO-CALGARY	4,162.07		
	Bill payment - 7721 GFS CANADA LTD	7,372.24		
	Direct Deposits (PDS) service total GRADS7204090000	31,239.19		
	ACCOUNT TRANSFER 9519159834	57.90		961,203.68
11 Jul	Bill Payment Telus Comm	131.92		961,071.76
14 Jul	Deposit 0118		318.00	961,389.76
16 Jul	Direct Deposits (PDS) service total GRADS7204090000	13,059.26		948,330.50
17 Jul	Cable TV Bill Pmt SHAW CABLE TV	141.61		948,188.89
21 Jul	Deposit 0119		1,119.00	949,307.89
23 Jul	Account transfer Intercompany		79,000.00	1,028,307.89
	Bill payment - 4719 TABER HM HARDWR	42.48		
	Bill payment - 4699 SECURTEK MS	49.30		
	Bill payment - 4707 MEDLINE CANADA	541.80		
	Bill payment - 4702 SYSCO-CALGARY	3,322.78		
	Bill payment - 4711 CENTENNIAL FOOD	3,670.70		
	Bill payment - 4716 GFS CANADA LTD	6,691.90		
	Bill payment - 4723 WCB-ALBERTA	14,079.12		
	Direct Deposits (PDS) service total GRADS7204090000	35,647.38		
	ACCOUNT TRANSFER 9520473799	1,181.24		963,081.19
25 Jul	Deposit 0120		160.00	963,241.19
28 Jul	Misc Payment TransAlta Enrgy TEM-25-1409011	5,511.02		957,730.17
30 Jul	Direct Deposits (PDS) service total GRADS7204090000	169,453.17		
	Misc Payment RBC PAYROLL	3,173.62		
	Misc Payment RBC PAYROLL	6,792.77		778,310.61
31 Jul	Deposit 0121		144.10	
	Misc Payment TOWN OF TABER Pre-Author	1,595.87		776,858.84
	Closing balance			776,858.84

Deposit Interest Earned: \$2,177.44

Account Fees: \$234.85

4. a) vi

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
REVENUE			
Rental Revenue			
Resident Rent	1,115,052.00	1,656,021.00	-32.67
Lodge Fees	450.00	800.00	-43.75
Rent Rebates	-9,044.00	-12,000.00	-24.63
Total Rental Revenue	<u>1,106,458.00</u>	<u>1,644,821.00</u>	-32.73
Resident Services			
Parking	2,691.00	1,800.00	49.50
Laundry	15,599.00	13,500.00	15.55
Medication Fees	13,241.00	18,000.00	-26.44
Resident Fundraising	60.00	500.00	-88.00
Therapeutic Bath	4,100.00	1,000.00	310.00
Personal Emergency Call System	4,625.00	4,500.00	2.78
Total Sundry Resident Revenue	22,026.00	24,000.00	-8.23
Tenant Maintenance Recovery	80.00	500.00	-84.00
Total Resident Services	<u>40,396.00</u>	<u>39,800.00</u>	1.50
Non Resident Services			
Facility Rental	1,200.00	1,800.00	-33.33
Meals on Wheels	28,910.00	54,000.00	-46.46
Meals on Wheels Discounts	-8,314.50	-14,400.00	-42.26
Guest Meals	1,608.00	3,000.00	-46.40
Staff Meals	4,960.00	6,000.00	-17.33
Canteen Revenue	204.35	1,000.00	-79.57
Total Other Meal Services	6,772.35	10,000.00	-32.28
Tuck Shop	620.50	1,000.00	-37.95
Sundry Revenue	0.00	50.00	-100.00
Total Non Resident Services	<u>29,188.35</u>	<u>52,450.00</u>	-44.35
Grants			
ASHC LAP Grant	239,318.00	334,000.00	-28.35
Total ASHC Grants	239,318.00	334,000.00	-28.35
Provincial Grants	0.00	4,000.00	-100.00
Federal Other Grants	5,666.25	0.00	0.00
Total Federal Grants	5,666.25	0.00	0.00
Total Grants	<u>244,984.25</u>	<u>338,000.00</u>	-27.52
Operation Funding			
Health Funding	588,928.48	836,303.00	-29.58
COVID Health Funding	8,784.00	0.00	0.00
Requisition Revenue	344,866.64	517,300.00	-33.33
Total Operation Funding	<u>942,579.12</u>	<u>1,353,603.00</u>	-30.37
Management & Administration			
Other Recovery	7,107.98	13,600.00	-47.74
NSF/Late Fees	25.00	25.00	0.00
Sundry Revenue	2,550.59	1,200.00	112.55
Total Management and Admini...	<u>9,683.57</u>	<u>14,825.00</u>	-34.68
Investment Income			
Interest	14,217.25	20,000.00	-28.91
Total Investment Income	<u>14,217.25</u>	<u>20,000.00</u>	-28.91
Charitable Revenue			
Donations	110.00	0.00	0.00
Restricted Donations	2,410.00	0.00	0.00
Total Charitable Revenue	<u>2,520.00</u>	<u>0.00</u>	0.00

4.6) i

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
TOTAL REVENUE	2,390,026.54	3,463,499.00	-30.99
EXPENSE			
Utilities			
Heating	38,574.88	68,000.00	-43.27
Electricity	39,564.09	66,000.00	-40.05
Water & Sewer	12,547.20	20,000.00	-37.26
Waste Removal	1,625.92	2,700.00	-39.78
Telephone	6,658.37	8,030.00	-17.08
Bulk Contract Expenses	21,661.64	32,894.00	-34.15
Total Utilities	120,632.10	197,624.00	-38.96
Operating			
Bakery	19,239.10	30,000.00	-35.87
Dairy	38,828.70	56,500.00	-31.28
Groceries	102,811.15	140,000.00	-26.56
Meat	76,880.34	105,000.00	-26.78
Total Food	237,759.29	331,500.00	-28.28
Food Supplies	17,192.86	25,000.00	-31.23
Janitorial & Housekeeping	34,257.19	51,960.00	-34.07
Laundry	5,285.52	9,000.00	-41.27
Linen Supplies	0.00	4,000.00	-100.00
Total Cleaning	39,542.71	64,960.00	-39.13
Equipment & Furn Purchase	9,491.67	24,335.00	-61.00
Equipment & Furn Repairs	56.68	5,000.00	-98.87
Insurance	8,169.28	17,000.00	-51.95
Craft Supplies	364.52	250.00	45.81
Entertainment Supplies	1,269.65	3,000.00	-57.68
Recreation Supplies (Vol Apprec)	6,818.30	6,000.00	13.64
Total Resident/Volunteer Progra...	8,452.47	9,250.00	-8.62
Publicity & Promotion	1,049.95	675.00	55.55
Pest Control	0.00	2,500.00	-100.00
Sundry	395.31	670.00	-41.00
Total Operating	322,110.22	480,890.00	-33.02
Operating Maintenance			
Appliances	25,016.26	31,060.00	-19.46
Bldg Safety & Security Systems	12,909.69	25,801.00	-49.96
Sundry	125.40	325.00	-61.42
Vehicles	364.79	1,400.00	-73.94
Building Int Painting Common Area	2,670.00	800.00	233.75
Building Interior Painting Units	1,150.00	4,800.00	-76.04
Building Interior Flooring	0.00	4,900.00	-100.00
Building Interior Suite Reno	49.80	3,800.00	-98.69
Building Exterior	305.30	500.00	-38.94
Heating, Ventilation & A/C	17,163.34	13,025.00	31.77
Plumbing	8,073.79	9,850.00	-18.03
Electrical	511.80	4,050.00	-87.36
Grounds & Maintenance	3,871.82	17,300.00	-77.62
Maintenance Equipment - Repair	0.00	1,000.00	-100.00
Maintenance Equipment - Purch...	302.60	500.00	-39.48
Maintenance - Tools & Supplies	99.87	1,000.00	-90.01
Total Operating Maintenance	72,614.46	120,111.00	-39.54
Human Resources			
Administration Salaries	250,607.47	395,030.00	-36.56
Housekeeping Salaries	193,467.06	300,997.00	-35.72
Food Service Salaries	328,570.07	548,986.00	-40.15
Maintenance Salaries	56,536.05	82,580.00	-31.54

4. b) ii

Taber and District Housing Foundation - cvlodge **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Resident Care Salaries	78,124.82	122,951.00	-36.46
Total Salaries & Wages	907,305.47	1,450,544.00	-37.45
CPP	46,609.64	82,000.00	-43.16
EI	19,683.56	32,000.00	-38.49
EE Benefits	49,317.57	90,000.00	-45.20
Other Pension Contributions	20,359.51	40,000.00	-49.10
WCB	28,964.28	27,000.00	7.28
Total Benefits	164,934.56	271,000.00	-39.14
Personal Recruitment	2,077.55	3,900.00	-46.73
Staff Functions & Recognition	5,529.00	13,000.00	-57.47
Training & Development	8,306.33	32,922.00	-74.77
Health & Safety	7,700.18	16,876.00	-54.37
Legal Fees	13,425.80	5,000.00	168.52
Total Human Resources	1,109,278.89	1,793,242.00	-38.14
Administration			
Bank Charges	2,012.55	3,650.00	-44.86
Courier & Postage	483.11	1,000.00	-51.69
Stationery & Other Supplies	5,556.31	7,500.00	-25.92
Office Rent	5,115.74	8,610.00	-40.58
Office Equipment & Furn Purchase	1,482.02	440.00	236.82
Office Equipment & Furn Repairs	1,004.19	1,500.00	-33.05
Vehicle & Travel	2,164.00	3,840.00	-43.65
Board Expenses	1,945.95	8,200.00	-76.27
Association Fees	2,613.43	4,805.00	-45.61
Legal Fees	0.00	150.00	-100.00
Audit Fees	17,645.00	18,000.00	-1.97
Consulting Fees	0.00	1,200.00	-100.00
IT Services	11,054.53	17,170.00	-35.62
Sundry	211.53	725.00	-70.82
Accreditation	889.56	10,000.00	-91.10
Total Administration	52,177.92	86,790.00	-39.88
Health Expenditures			
Salaries - Resident Care	441,975.47	677,089.00	-34.72
Total Salaries - Resident Care	441,975.47	677,089.00	-34.72
Benefits - Resident Care	75,567.41	139,107.00	-45.68
Total Benefits - Resident Care	75,567.41	139,107.00	-45.68
Materials & Supplies Resident C...	15,092.93	15,000.00	0.62
Total Health Expenditures	532,635.81	831,196.00	-35.92
TOTAL EXPENSE	2,209,449.40	3,509,853.00	-37.05
NET INCOME	180,577.14	-46,354.00	-489.56

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING**

CLEARVIEW LODGE
MONTH ENDING AUGUST 31, 2025

<u>GENERAL LEDGER BALANCE END OF PREVIOUS MONTH</u>		776,858.84
		0.00
RECEIPTED DEPOSITS FOR THE MONTH		34,424.46
PADS		154,227.00
Misc DD		999.61
Intercompany		73,000.00
GIC PURCHASE		0.00
GIC INTEREST EARNED		0.00
Direct Deposit Requisitions		0.00
DEPOSIT INTEREST		2,231.75
LESS DISBURSMENTS FOR THE MONTH		
	Eft's	-53,282.63
	RBC Express / PAD's	-127,213.78
LESS DISBURSMENTS FOR THE MONTH		
	Payroll	-150,498.41
	RRSP	-9,335.90
	Bank Error	0.00
	Deposit Forms ordered	0.00
Miscellaneous		
RBC DIRECT DEBIT AGREEMENT		-235.00
AB Seniors LAP		18,646.00
AHS Funding - Direct Deposit		73,616.06
PAD Return		-2,443.00
DRSP - PDS		-16,572.00
<u>GENERAL LEDGER ENDING BALANCE</u>		<u>\$774,423.00</u>
<u>BALANCE PER BANK STATEMENT</u>		774,423.00
LESS OUTSTANDING CHEQUES (SEE ATTACHED)		0.00
OUTSTANDING DEPOSITS		
<u>NET BALANCE END OF MONTH</u>		<u>\$774,423.00</u>

4. b)iv



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBDDA30000_7705779 E D 09179 00106

TABER AND DISTRICT HOUSING FOUNDATION
5318 48 AVE
TABER AB T1G 1S2

July 31, 2025 to August 29, 2025

Account number: 09179 100-146-0

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal® 2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on July 31, 2025	\$776,858.84
Total deposits & credits (13)	+ 358,262.88
Total cheques & debits (34)	- 360,698.72
Closing balance on August 29, 2025	= \$774,423.00

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			776,858.84
01 Aug	Direct Payment (PAD's) service total GRADS1097890000		154,227.00	931,085.84
	Misc Payment AHS AP EFT CAD		73,616.06	
	Misc Payment COINAMATIC CANA	185.64		
	Cable TV Bill Pmt SHAW CABLE TV	3,089.28		
	Business PAD Bnfts by Dsgn	13,256.59		988,170.39
	Deposit interest		2,231.75	990,402.14
04 Aug	Bill Payment DE BUSINESS	1,278.08		989,124.06
06 Aug	Misc Payment Government of A		18,646.00	
	Pre-authorized payment returns GRADS1097890000	2,443.00		
	Activity fee	235.00		1,005,092.06
07 Aug	COMMERCIAL TAXES EMPTX 9178402	60,137.42		944,954.64

4/1/25 v



Business Account Statement

July 31, 2025 to August 29, 2025
Account number: 09179 100-146-0

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
11 Aug	Deposit 0123		3,346.00	
	Bill Payment Telus Comm	131.92		948,168.72
13 Aug	Account transfer Intercompany		11,000.00	959,168.72
	Bill payment - 7466 SECURTEK MS	49.30		
	Bill payment - 7461 MEDLINE CANADA	1,276.80		
	Bill payment - 7458 TABER HM HARDWR	1,585.81		
	Bill payment - 7475 CENTENNIAL FOOD	4,536.03		
	Bill payment - 7453 SYSCO-CALGARY	6,888.53		
	Bill payment - 7469 GFS CANADA LTD	9,867.05		
	Direct Deposits (PDS) service total GRADS7204090000	34,656.78		
	ACCOUNT TRANSFER 9522595253	1,752.55		898,555.87
14 Aug	Direct Deposit Service (PDS) returns GRADS7204090000		1,118.00	899,673.87
	Misc Payment RBC PAYROLL	144.12		899,529.75
15 Aug	Deposit 0124		1,711.00	
	Direct Deposits (PDS) service total GRADS7204090000	2,716.03		898,524.72
18 Aug	Direct Deposits (PDS) service total GRADS7204090000	13,059.26		
	Cable TV Bill Pmt SHAW CABLE TV	145.06		885,320.40
25 Aug	Deposit 0125		210.00	
	Deposit 20126		28,802.46	914,332.86
26 Aug	Misc Payment RBC PAYROLL	3,083.04		
	Misc Payment RBC PAYROLL	6,252.86		
	Cheque 1,118.00 Serial # 19864			903,878.96
27 Aug	Account transfer Intercompany		62,000.00	965,878.96
	Bill payment - 2043 BLUEWAVE ENERGY	37.00		
	Bill payment - 2062 TABER HM HARDWR	68.19		
	Bill payment - 2053 MEDLINE CANADA	308.70		
	Bill payment - 2037 CENTENNIAL FOOD	3,092.00		
	Bill payment - 2058 SYSCO-CALGARY	5,025.06		
	Bill payment - 2049 GFS CANADA LTD	8,344.51		
	Direct Deposits (PDS) service total GRADS7204090000	153,204.85		
	ACCOUNT TRANSFER 9523909733	31.81		
	ACCOUNT TRANSFER 9523909735	341.73		795,425.11



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

July 31, 2025 to August 29, 2025
Account number: 09179 100-146-0

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
28 Aug	Direct Deposits (PDS) service total GRADS7204090000	16,572.00		778,853.11
29 Aug	Deposit 0127		355.00	
	Misc Payment EXTENDICARE 01675985		999.61	
	Misc Payment TransAlta Enrgy TEM-25-1413317	5,784.72		774,423.00
	Closing balance			774,423.00
Deposit Interest Earned: \$2,231.75		Account Fees: \$235.00		

Business Account Statement

July 31, 2025 to August 29, 2025

Account number: 09179 100-146-0

Serial #: 19864

Amount: \$1,118.00

19864

TABER & DISTRICT HOUSING FOUNDATION
C/O FARMER LODGE
5318 - 48th Avenue
TAMER, ALBERTA T1G 1G1
PHONE (403) 223-2767

PO BOX 1001, BOW
1410 15th Street
TAMER, ALB. T1G 1G1

CHECK NO. 19864

DATE 2 6 8 2 0 2 8
DDMMYY

PAY One Thousand One Hundred Eighteen ----- C0702 \$1,118.00

TO THE ORDER OF
Estate of Peter Engelson
C/O Muriel Jorgensen
4216 - 48th Avenue
TAMER, AB T1G 1G1

TABER & DISTRICT HOUSING FOUNDATION
PIT *[Signature]*
BANK *[Signature]*

#0019864# C09479=003# 100=146-0#

Deposit date/time: 08/26/2025,15:12:34
Deposit Transit#: 08829-215
Deposit account: 99030174410
Source Number: 36
Deposit Number: 0105998
Sequence number of item: 4
User ID: 695414
Location: 882
Location Number: 682

ATB
Calgary, PO
09/25/2026
003030888

Printer ID # 141 G Sample 1074

For Digital City

Endorsement - Signature or Stamp

BACK/ENDOS

Signature of the Principal

Signature of the Principal

4. b) vùn

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
REVENUE			
Rental Revenue			
Resident Rent (Note 1)	587,840.00	1,005,942.00	-41.56
Rent Rebates	-1,122.00	-1,300.00	-13.69
Rent Loss COVID	0.00	0.00	0.00
Sundry Rent Revenue	0.00	0.00	0.00
Total Rent Revenue	<u>586,718.00</u>	<u>1,004,642.00</u>	-41.60
Resident Services			
Parking	9,013.34	14,904.00	-39.52
Utility Recovery	30,039.00	47,844.00	-37.21
Sundry Resident Revenue	7,806.50	11,440.00	-31.76
Tenant Maintenance Recovery	1,825.00	6,050.00	-69.83
Total Resident Services	<u>48,683.84</u>	<u>80,238.00</u>	-39.33
Non Resident Services			
Sundry Revenue	4,728.02	7,250.00	-34.79
Total Non Resident Services	<u>4,728.02</u>	<u>7,250.00</u>	-34.79
Grants			
ASHC - Rent Supplement Grant	10,240.00	9,600.00	6.67
Total Grants	<u>10,240.00</u>	<u>9,600.00</u>	6.67
Management & Administration			
PCMgtntFee	282.45	0.00	0.00
Maintenance Recovery	5,645.00	0.00	0.00
Total Management & Administr...	<u>5,927.45</u>	<u>0.00</u>	0.00
Charitable Revenue			
Restricted Donations	0.00	0.00	0.00
Total Charitable Revenue	<u>0.00</u>	<u>0.00</u>	0.00
TOTAL REVENUE	<u>656,297.31</u>	<u>1,101,730.00</u>	-40.43
EXPENSE			
Utilities			
Heating (Gas/Heat/Fuel)	54,399.96	93,249.00	-41.66
Electricity	39,835.04	70,978.00	-43.88
Water & Sewer	61,850.51	105,000.00	-41.09
Waste Removal	9,741.26	20,000.00	-51.29
Telephone	6,895.62	17,065.00	-59.59
Total Utilities	<u>172,722.39</u>	<u>306,292.00</u>	-43.61
Operating			
Cleaning	1,563.02	17,950.00	-91.29
Equipment & Furniture Purchase	1,656.96	8,040.00	-79.39
Equipment & Furniture Repairs	68.99	100.00	-31.01
Insurance	8,161.02	23,000.00	-64.52
Resident/Volunteer Programs	2,268.22	4,090.00	-44.54
Bad Debt Expense	0.00	10,000.00	-100.00
Publicity & Promotion	502.00	1,400.00	-64.14
Pest Control	1,296.38	3,000.00	-56.79
Sundry	0.00	0.00	0.00
SUBTOTAL GRANTS IN LIEU	0.00	0.00	0.00
Toal Operating	<u>15,516.59</u>	<u>67,580.00</u>	-77.04
Operating Maintenance			
Appliances	5,851.67	12,175.00	-51.94

4. c) i

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Bldg Safety & Security Systems	31,128.60	37,176.00	-16.27
Sundry	261.49	650.00	-59.77
Vehicles	4,777.59	11,000.00	-56.57
Building Int Painting Common Area	0.00	0.00	0.00
Building Interior Painting Units	5,875.00	17,600.00	-66.62
Building Interior Flooring	21,616.46	25,419.00	-14.96
Building Interior Suite Reno	24,217.74	25,450.00	-4.84
Building Exterior	17,984.65	27,875.00	-35.48
Building Remediation	0.00	0.00	0.00
Heating, Ventilation & A/C	23,922.90	27,500.00	-13.01
Plumbing	45,108.09	67,000.00	-32.67
Electrical	1,791.52	5,750.00	-68.84
Grounds & Maintenance	31,903.45	68,450.00	-53.39
Elevators	5,325.37	6,085.00	-12.48
Maintenance Equipment - Repair	0.00	2,200.00	-100.00
Maintenance Equipment - Purch...	302.59	1,000.00	-69.74
Maintenance - Tools & Supplies	99.82	900.00	-88.91
Facility Condition Inspection	1,163.75	0.00	0.00
Total Maintenance	221,330.69	336,230.00	-34.17
Human Resources			
Salaries & Wages	0.00	0.00	0.00
Administration Salaries	110,939.58	243,286.00	-54.40
Maintenance Salaries	105,614.36	188,091.00	-43.85
Total Salaries & Wages	216,553.94	431,377.00	-49.80
Benefits	0.00	0.00	0.00
CPP	11,479.77	19,358.00	-40.70
EI	4,818.07	7,828.00	-38.45
EE Benefits	13,084.27	30,264.00	-56.77
Other Pension Contributions	5,741.50	14,374.00	-60.06
WCB	221.35	4,690.00	-95.28
Total Benefits	35,344.96	76,514.00	-53.81
Contract Employment	50.00	2,000.00	-97.50
Personal Recruitment	560.97	3,850.00	-85.43
Staff Functions & Recognition	499.77	4,425.00	-88.71
Training & Development	1,825.92	15,150.00	-87.95
Health & Safety	397.21	750.00	-47.04
Legal Fees	0.00	500.00	-100.00
Labour Relations	0.00	0.00	0.00
Total Human Resources	255,232.77	534,566.00	-52.25
Administration			
Bank Charges	1,264.00	4,550.00	-72.22
Courier/Postage	344.51	750.00	-54.07
Stationery & Other Supplies	1,734.18	3,500.00	-50.45
Office Rent	12,180.94	20,022.00	-39.16
Office Equipment & Furn	367.87	7,140.00	-94.85
Office Equipment & Furn Repairs	438.89	1,700.00	-74.18
Vehicle & Travel	2,709.00	4,758.00	-43.06
Board Expenses	1,829.95	11,550.00	-84.16
Association Fees	3,506.67	4,415.00	-20.57
Professional Fees	0.00	0.00	0.00
Legal Fees	75.00	6,000.00	-98.75
Audit Fees	15,480.00	16,000.00	-3.25
Consulting Fees	0.00	0.00	0.00
IT Services	3,801.87	7,250.00	-47.56
Sundry	77.94	550.00	-85.83
Total Administration	43,810.82	88,185.00	-50.32
Amortization			
Amortization	0.00	0.00	0.00

4. c) ii

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Jul 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Total Amortization	<u>0.00</u>	<u>0.00</u>	0.00
Capital Maintenance			
Building Interior (Cap)	<u>5,645.00</u>	<u>0.00</u>	0.00
Total Capital Maintenance	<u>5,645.00</u>	<u>0.00</u>	0.00
TOTAL EXPENSE	<u>714,258.26</u>	<u>1,332,853.00</u>	-46.41
NET INCOME	<u>-57,960.95</u>	<u>-231,123.00</u>	-74.92

4. c) iii

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING FOUNDATION**

SOCIAL HOUSING
Month ending July 31, 2025

GENERAL LEDGER BALANCE END OF PREVIOUS MONTH ~~THIS~~ **\$119,847.28**

RECEIPTED DEPOSITS FOR THE MONTH		\$	4,926.87
Deposit	\$	3,446.55	
Auto Deposit	\$	165.32	
Interac	\$	1,315.00	
PAD's(pre-authorized Debit)			\$90,060.00
Sec Dep Transfer			\$264.82
Govt of AB - LAP			\$0.00
Govt of AB			\$19,260.00
Govt of AB - RAB			\$19,741.00
DEPOSIT INTEREST			\$428.00
RBC Express cheque'			(\$4,696.03)
Vendor PAD			(\$21,427.50)
LESS DISBURSMENTS FOR THE MONTH			\$0.00
PAD return / NSF			(\$1,385.00)
GIC Investment INT			\$0.00
Deposit forms/safety box			\$0.00
Interac Administration Fee pos Jul			(\$73.17)
RBC Activity Fee			(\$106.00)
Bank dep correction #			\$0.00
CVL Transfer			(\$100,000.00)
			\$0.00

GENERAL LEDGER ENDING BALANCE **\$126,840.27**

ENDING BALANCE PER BANK STATEMENT **\$126,840.27**

PLUS OUTSTANDING DEPOSIT - **\$0.00**

RECONCILED BANK BALANCE **\$126,840.27**

4/ c) 11



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBBDA30000_7166789 E D 09179 00224
TABER AND DISTRICT HOUSING FOUNDATION
5318 48 AVE
TABER AB T1G 1S2

June 30, 2025 to July 31, 2025

Account number: 09179 100-106-4

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on June 30, 2025	\$119,847.28
Total deposits & credits (12)	+ 134,680.69
Total cheques & debits (80)	- 127,687.70
Closing balance on July 31, 2025	= \$126,840.27

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			119,847.28
02 Jul	Cable TV Bill Pmt SHAW CABLE TV	63.00		
	Cable TV Bill Pmt SHAW CABLE TV	63.00		
	Misc Payment COINAMATIC CANA	78.75		
	Misc Payment ADT Security	88.04		
	Misc Payment COINAMATIC CANA	92.64		
	Cable TV Bill Pmt SHAW CABLE TV	105.00		
	Bill Payment Telus Comm	128.10		
	Misc Payment COINAMATIC CANA	185.29		
	Misc Payment COINAMATIC CANA	188.73		
	Misc Payment COINAMATIC CANA	189.09		118,665.64
	Deposit interest		428.00	119,093.64
03 Jul	Direct Payment (PAD's) service total GRADS8751490000		90,060.00	209,153.64

4. c) ✓



Business Account Statement

June 30, 2025 to July 31, 2025

Account number: 09179 100-106-4

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
04 Jul	Pre-authorized payment returns GRADS8751490000	720.00		
	Bill Payment Telus Mobility	50.24		208,383.40
07 Jul	Pre-authorized payment returns GRADS8751490000	665.00		
	Activity fee	106.00		
	Bill Payment DE BUSINESS	3,708.12		203,904.28
08 Jul	Misc Payment Government of A		39,001.00	
	EF0708 01071695		690.00	243,595.28
10 Jul	Account transfer Vanmeetlen		264.82	243,860.10
	Account transfer ACTR7519100542	21,000.00		
	Bill payment - 7710 VAUXHALL-UTIL	109.25		
	Bill payment - 7706 VAUXHALL-UTIL	124.10		
	Bill payment - 7684 BARNWELL-VIL-UT	202.36		
	Bill payment - 7702 TABER, ALTA-UTL	210.95		
	Bill payment - 7685 BLUEWAVE ENERGY	227.41		
	Bill payment - 7689 CONSOLIDATED MO	236.25		
	Bill payment - 7694 CONSOLIDATED MO	236.25		
	Bill payment - 7679 VAUXHALL-UTIL	426.11		
	Bill payment - 7697 TABER HM HARDWR	707.56		
	Bill payment - 7674 BARNWELL-VIL-UT	820.40		
	ACCOUNT TRANSFER 9519159833	891.62		218,667.84
11 Jul	Bill Payment Telus Comm	42.67		
	Bill Payment Telus Comm	72.74		218,552.43
14 Jul	e-Transfer - Autodeposit candace 577eb413074624fc		165.32	
	Deposit 0076		745.00	219,462.75
16 Jul	Cable TV Bill Pmt SHAW CABLE TV	37.86		219,424.89
17 Jul	Cable TV Bill Pmt SHAW CABLE TV	33.46		219,391.43
18 Jul	EF0718 01071695		276.00	
	Cable TV Bill Pmt SHAW CABLE TV	65.00		
	Cable TV Bill Pmt SHAW CABLE TV	78.89		219,523.54
21 Jul	Deposit 0077		1,000.00	
	Cable TV Bill Pmt SHAW CABLE TV	186.42		220,337.12
23 Jul	Account transfer ACTR7520400602	79,000.00		
	Bill payment - 4691 ROGERS 11 DIGIT	52.50		
	Bill payment - 4686 MUN OF TABER-TX	154.25		
	Bill payment - 4695 TABER HM HARDWR	266.37		



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

June 30, 2025 to July 31, 2025

Account number: 09179 100-106-4

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
23 Jul	ACCOUNT TRANSFER 9520473798	30.65		140,833.35
25 Jul	Deposit 0078		591.55	
	Cable TV Bill Pmt SHAW CABLE TV	55.65		
	Bill Payment Telus Comm	86.10		141,283.15
28 Jul	Utility Bill Pmt EPCOR	58.45		
	Misc Payment TransAlta Enrgy TEM-25-1409009	6,510.31		134,714.39
29 Jul	Bill Payment Telus Comm	204.66		134,509.73
30 Jul	EF0730 01071695		349.00	134,858.73
31 Jul	Deposit 0079		1,110.00	
	INT FEE01071695	0.72		
	MON FEE01071695	72.45		
	Misc Payment TOWN OF TABER Pre-Author	114.60		
	Misc Payment TOWN OF TABER Pre-Author	130.83		
	Misc Payment TOWN OF TABER Pre-Author	134.84		
	Misc Payment TOWN OF TABER Pre-Author	140.24		
	Misc Payment TOWN OF TABER Pre-Author	143.02		
	Misc Payment TOWN OF TABER Pre-Author	144.36		
	Misc Payment TOWN OF TABER Pre-Author	145.02		
	Misc Payment TOWN OF TABER Pre-Author	145.77		
	Misc Payment TOWN OF TABER Pre-Author	147.85		
	Misc Payment TOWN OF TABER Pre-Author	148.88		
	Misc Payment TOWN OF TABER Pre-Author	149.77		
	Misc Payment TOWN OF TABER Pre-Author	150.49		
	Misc Payment TOWN OF TABER Pre-Author	152.67		
	Misc Payment TOWN OF TABER Pre-Author	153.25		
	Misc Payment TOWN OF TABER Pre-Author	154.00		
	Misc Payment TOWN OF TABER Pre-Author	156.30		
	Misc Payment TOWN OF TABER Pre-Author	159.12		
	Misc Payment TOWN OF TABER Pre-Author	161.55		
	Misc Payment TOWN OF TABER Pre-Author	169.78		
	Misc Payment TOWN OF TABER Pre-Author	172.23		
	Misc Payment TOWN OF TABER Pre-Author	180.01		
	Misc Payment TOWN OF TABER Pre-Author	184.23		
	Misc Payment TOWN OF TABER Pre-Author	187.04		
	Misc Payment TOWN OF TABER Pre-Author	188.16		
	Misc Payment TOWN OF TABER Pre-Author	193.38		

4.c) vii



Business Account Statement

June 30, 2025 to July 31, 2025

Account number: 09179 100-106-4

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
31 Jul	Misc Payment TOWN OF TABER Pre-Author	220.05		
	Misc Payment TOWN OF TABER Pre-Author	225.17		
	Misc Payment TOWN OF TABER Pre-Author	225.92		
	Misc Payment TOWN OF TABER Pre-Author	232.58		
	Misc Payment TOWN OF TABER Pre-Author	239.82		
	Misc Payment TOWN OF TABER Pre-Author	319.78		
	Misc Payment TOWN OF TABER Pre-Author	990.07		
	Misc Payment TOWN OF TABER Pre-Author	1,119.83		
	Misc Payment TOWN OF TABER Pre-Author	1,574.68		126,840.27
	Closing balance			126,840.27

Deposit Interest Earned: \$428.00

Account Fees: \$106.00

4. c) v) i) i)

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
REVENUE			
Rental Revenue			
Resident Rent (Note 1)	676,337.00	1,005,942.00	-32.77
Rent Rebates	-1,122.00	-1,300.00	-13.69
Rent Loss COVID	0.00	0.00	0.00
Sundry Rent Revenue	0.00	0.00	0.00
Total Rent Revenue	675,215.00	1,004,642.00	-32.79
Resident Services			
Parking	10,294.34	14,904.00	-30.93
Utility Recovery	34,042.00	47,844.00	-28.85
Sundry Resident Revenue	8,917.25	11,440.00	-22.05
Tenant Maintenance Recovery	3,490.00	6,050.00	-42.31
Total Resident Services	56,743.59	80,238.00	-29.28
Non Resident Services			
Sundry Revenue	5,299.46	7,250.00	-26.90
Total Non Resident Services	5,299.46	7,250.00	-26.90
Grants			
ASHC - Rent Supplement Grant	11,840.00	9,600.00	23.33
Total Grants	11,840.00	9,600.00	23.33
Management & Administration			
PCMgtntFee	1,278.52	0.00	0.00
Maintenance Recovery	5,645.00	0.00	0.00
Total Management & Administr...	6,923.52	0.00	0.00
Charitable Revenue			
Restricted Donations	0.00	0.00	0.00
Total Charitable Revenue	0.00	0.00	0.00
TOTAL REVENUE	756,021.57	1,101,730.00	-31.38
EXPENSE			
Utilities			
Heating (Gas/Heat/Fuel)	56,368.04	93,249.00	-39.55
Electricity	46,034.37	70,978.00	-35.14
Water & Sewer	71,112.57	105,000.00	-32.27
Waste Removal	11,073.09	20,000.00	-44.63
Telephone	7,962.35	17,065.00	-53.34
Total Utilities	192,550.42	306,292.00	-37.14
Operating			
Cleaning	1,721.73	17,950.00	-90.41
Equipment & Furniture Purchase	1,656.96	8,040.00	-79.39
Equipment & Furniture Repairs	68.99	100.00	-31.01
Insurance	9,326.88	23,000.00	-59.45
Resident/Volunteer Programs	2,283.97	4,090.00	-44.16
Bad Debt Expense	0.00	10,000.00	-100.00
Publicity & Promotion	502.00	1,400.00	-64.14
Pest Control	1,651.38	3,000.00	-44.95
Sundry	0.00	0.00	0.00
SUBTOTAL GRANTS IN LIEU	0.00	0.00	0.00
Toal Operating	17,211.91	67,580.00	-74.53
Operating Maintenance			
Appliances	6,551.20	12,175.00	-46.19

4.d, i

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Bldg Safety & Security Systems	31,421.37	37,176.00	-15.48
Sundry	287.14	650.00	-55.82
Vehicles	5,491.33	11,000.00	-50.08
Building Int Painting Common Area	0.00	0.00	0.00
Building Interior Painting Units	10,627.66	17,600.00	-39.62
Building Interior Flooring	21,616.46	25,419.00	-14.96
Building Interior Suite Reno	24,218.89	25,450.00	-4.84
Building Exterior	17,984.65	27,875.00	-35.48
Building Remediation	0.00	0.00	0.00
Heating, Ventilation & A/C	24,658.14	27,500.00	-10.33
Plumbing	45,660.90	67,000.00	-31.85
Electrical	1,791.52	5,750.00	-68.84
Grounds & Maintenance	62,121.65	68,450.00	-9.25
Elevators	5,325.37	6,085.00	-12.48
Maintenance Equipment - Repair	0.00	2,200.00	-100.00
Maintenance Equipment - Purch...	302.59	1,000.00	-69.74
Maintenance - Tools & Supplies	122.05	900.00	-86.44
Facility Condition Inspection	1,163.75	0.00	0.00
Total Maintenance	259,344.67	336,230.00	-22.87
Human Resources			
Salaries & Wages	0.00	0.00	0.00
Administration Salaries	126,083.07	243,286.00	-48.17
Maintenance Salaries	122,944.85	188,091.00	-34.64
Total Salaries & Wages	249,027.92	431,377.00	-42.27
Benefits	0.00	0.00	0.00
CPP	12,754.37	19,358.00	-34.11
EI	5,455.04	7,828.00	-30.31
EE Benefits	14,902.88	30,264.00	-50.76
Other Pension Contributions	6,573.43	14,374.00	-54.27
WCB	262.70	4,690.00	-94.40
Total Benefits	39,948.42	76,514.00	-47.79
Contract Employment	50.00	2,000.00	-97.50
Personal Recruitment	560.97	3,850.00	-85.43
Staff Functions & Recognition	855.91	4,425.00	-80.66
Training & Development	2,205.92	15,150.00	-85.44
Health & Safety	397.21	750.00	-47.04
Legal Fees	0.00	500.00	-100.00
Labour Relations	0.00	0.00	0.00
Total Human Resources	293,046.35	534,566.00	-45.18
Administration			
Bank Charges	1,372.55	4,550.00	-69.83
Courier/Postage	344.51	750.00	-54.07
Stationery & Other Supplies	1,871.12	3,500.00	-46.54
Office Rent	13,715.77	20,022.00	-31.50
Office Equipment & Furn	367.87	7,140.00	-94.85
Office Equipment & Furn Repairs	740.09	1,700.00	-56.47
Vehicle & Travel	3,096.00	4,758.00	-34.93
Board Expenses	1,945.95	11,550.00	-83.15
Association Fees	3,808.17	4,415.00	-13.74
Professional Fees	0.00	0.00	0.00
Legal Fees	6,908.25	6,000.00	15.14
Audit Fees	15,480.00	16,000.00	-3.25
Consulting Fees	0.00	0.00	0.00
IT Services	3,955.48	7,250.00	-45.44
Sundry	77.94	550.00	-85.83
Total Administration	53,683.70	88,185.00	-39.12
Amortization			
Amortization	0.00	0.00	0.00

4. d7 ii

Taber and District Housing Foundation - sochsg **Comparative Income Statement**

	Actual Jan 01, 2025 to Aug 31, 2025	Budget Jan 01, 2025 to Dec 31, 2025	Percent
Total Amortization	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Capital Maintenance			
Building Interior (Cap)	<u>5,645.00</u>	<u>0.00</u>	<u>0.00</u>
Total Capital Maintenance	<u>5,645.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL EXPENSE	<u>821,482.05</u>	<u>1,332,853.00</u>	<u>-38.37</u>
NET INCOME	<u><u>-65,460.48</u></u>	<u><u>-231,123.00</u></u>	<u>-71.68</u>

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING FOUNDATION**

SOCIAL HOUSING
Month ending August 31, 2025

GENERAL LEDGER BALANCE END OF PREVIOUS MONTH ^{THIS} \$126,840.27

RECEIPTED DEPOSITS FOR THE MONTH		\$	3,742.52
Deposit	\$	1,734.20	
Auto Deposit	\$	165.32	
Interac	\$	1,843.00	
PAD's(pre-authorized Debit)			\$92,070.00
Sec Dep Transfer			\$1,503.29
Govt of AB - LAP			\$0.00
Govt of AB			\$19,260.00
Govt of AB - RAB			\$19,742.00
DEPOSIT INTEREST			\$440.91
RBC Express cheque'			(\$5,046.19)
Vendor PAD			(\$11,310.90)
LESS DISBURSMENTS FOR THE MONTH			\$0.00
PAD return / NSF			(\$1,350.00)
GIC Investment INT			\$0.00
Deposit forms/safety box			\$0.00
Interac Administration Fee pos Aug			\$0.00
RBC Activity Fee			(\$108.55)
Bank dep correction #			\$0.00
CVL Transfer			(\$73,000.00)
			\$0.00

GENERAL LEDGER ENDING BALANCE \$172,783.35

ENDING BALANCE PER BANK STATEMENT \$172,783.35

PLUS OUTSTANDING DEPOSIT - \$0.00
\$0.00

RECONCILED BANK BALANCE \$172,783.35

4.d,jiv



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBBDA30000_7705779 E D 09179 00098

TABER AND DISTRICT HOUSING FOUNDATION
5318 48 AVE
TABER AB T1G 1S2

July 31, 2025 to August 29, 2025

Account number: 09179 100-106-4

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on July 31, 2025	\$126,840.27
Total deposits & credits (10)	+ 136,758.72
Total cheques & debits (39)	- 90,815.64
Closing balance on August 29, 2025	= \$172,783.35

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			126,840.27
01 Aug	Cable TV Bill Pmt SHAW CABLE TV	73.50		
	Cable TV Bill Pmt SHAW CABLE TV	73.50		
	Misc Payment COINAMATIC CANA	78.75		
	Misc Payment COINAMATIC CANA	92.64		
	Cable TV Bill Pmt SHAW CABLE TV	115.50		
	Misc Payment COINAMATIC CANA	185.29		
	Misc Payment COINAMATIC CANA	188.73		
	Misc Payment COINAMATIC CANA	189.09		125,843.27
	Deposit interest		440.91	126,284.18
04 Aug	Bill Payment Telus Comm	128.10		
	Bill Payment DE BUSINESS	2,600.12		123,555.96
05 Aug	Direct Payment (PAD's) service total GRADS8751490000		92,070.00	215,625.96

4. d, v



Business Account Statement

July 31, 2025 to August 29, 2025
Account number: 09179 100-106-4

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
05 Aug	Bill Payment Telus Mobility	50.24		215,575.72
06 Aug	Misc Payment Government of A EF0806 01071695		39,002.00 690.00	
	Activity fee	108.55		255,159.17
07 Aug	Pre-authorized payment returns GRADS8751490000	1,350.00		253,809.17
11 Aug	Bill Payment Telus Comm	42.67		
	Bill Payment Telus Comm	72.74		253,693.76
13 Aug	Account transfer Sec Dep payouts		1,299.45	254,993.21
	e-Transfer - Autodeposit candace 2409d9f9e3e56124aec1b4af55f464e2		165.32	
	Account transfer ACTR7522500461	11,000.00		
	Bill payment - 7419 VAUXHALL-UTIL	112.55		
	Bill payment - 7423 VAUXHALL-UTIL	124.65		
	Bill payment - 7434 TABER HM HARDWR	137.17		
	Bill payment - 7416 SECURTEK MS	147.89		
	Bill payment - 7429 SECURTEK MS	147.89		
	Bill payment - 7444 BARNWELL-VIL-UT	209.56		
	Bill payment - 7411 TABER, ALTA-UTL	210.95		
	Bill payment - 7406 BLUEWAVE ENERGY	262.29		
	Bill payment - 7440 VAUXHALL-UTIL	558.86		
	Bill payment - 7449 BARNWELL-VIL-UT	818.96		241,427.76
18 Aug	Deposit 0080		710.00	
	Cable TV Bill Pmt SHAW CABLE TV	33.30		
	Cable TV Bill Pmt SHAW CABLE TV	37.94		
	Cable TV Bill Pmt SHAW CABLE TV	65.00		
	Cable TV Bill Pmt SHAW CABLE TV	80.41		241,921.11
19 Aug	Cable TV Bill Pmt SHAW CABLE TV	192.27		241,728.84
25 Aug	Cable TV Bill Pmt SHAW CABLE TV	78.75		
	Bill Payment Telus Comm	86.10		241,563.99
27 Aug	Account transfer Sec Dep payouts		203.84	241,767.83
	Account transfer ACTR7523900542	62,000.00		
	Bill payment - 2027 ROGERS 11 DIGIT	52.50		
	Bill payment - 2023 TABER HM HARDWR	226.23		
	Bill payment - 2032 MUN OF TABER-TX	357.05		
	ACCOUNT TRANSFER 9523909734	1,679.64		177,452.41
28 Aug	Deposit 0081		1,024.20	178,476.61

4. d/vi



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

July 31, 2025 to August 29, 2025

Account number: 09179 100-106-4

Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
29 Aug	EF0829 01071695		1,153.00	
	Misc Payment TransAlta Enrgy TEM-25-1413315	6,846.26		172,783.35
	Closing balance			172,783.35
Deposit Interest Earned: \$440.91		Account Fees: \$108.55		

4.d, vii

SECURITY

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING**

SECURITY DEPOSIT

Month ending July 31, 2025

<u>NET BALANCE - END OF PREVIOUS MONTH (this sheet)</u>	\$55,926.34
RECEIPTED DEPOSITS FOR THE MONTH	\$796.00
Voided cheques	\$0.00
DEPOSIT INTEREST	\$126.03
TOTAL DEPOSITS	\$922.03
<u>Cheques written or Transfers out to Current Account</u>	\$0.00
NSF	\$0.00
Deposit Slips ordered	\$0.00
Transfer	(\$264.82)
NET BALANCE END OF THE MONTH	<u>\$56,583.55</u>
<u>ENDING BALANCE ON BANK STATEMENT</u>	\$56,583.55
Add: o/s deposit	
Less: o/s cheques	\$0.00
<u>NET BALANCE END OF MONTH</u>	<u>\$56,583.55</u>

4, c) i



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBBDA30000_7166789 E D 09179 00237
TABER AND DISTRICT HOUSING FOUNDATION
DAMAGE DEPOSIT ACCOUNT(TRUST)
5318 48 AVE
TABER AB T1G 1S2

June 30, 2025 to July 31, 2025

Account number: 09179 100-158-5

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal®2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on June 30, 2025	\$55,926.34
Total deposits & credits (2)	+ 922.03
Total cheques & debits (1)	- 264.82
Closing balance on July 31, 2025	= \$56,583.55

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			55,926.34
02 Jul	Deposit interest		126.03	56,052.37
10 Jul	Account transfer ACTR7519100541	264.82		55,787.55
31 Jul	Deposit 0499		796.00	56,583.55
	Closing balance			56,583.55

Deposit Interest Earned: \$126.03

SECURITY

**MONTHLY BANK RECONCILIATION
TABER AND DISTRICT HOUSING**

SECURITY DEPOSIT
Month ending August 31, 2025

<u>NET BALANCE - END OF PREVIOUS MONTH (this sheet)</u>	\$56,583.55
RECEIPTED DEPOSITS FOR THE MONTH	\$200.00
Voided cheques	\$0.00
DEPOSIT INTEREST	\$130.53
TOTAL DEPOSITS	\$330.53
<u>Cheques written or Transfers out to Current Account</u>	\$0.00
NSF	\$0.00
Deposit Slips ordered	\$0.00
Transfer	(\$1,503.29)
NET BALANCE END OF THE MONTH	<u>\$55,410.79</u>
<u>ENDING BALANCE ON BANK STATEMENT</u>	\$55,410.79
Add: o/s deposit	
Less: o/s cheques	\$0.00
<u>NET BALANCE END OF MONTH</u>	<u>\$55,410.79</u>



ROYAL BANK OF CANADA
P.O. BAG SERVICE 2650
CALGARY AB T2P 2M7

Business Account Statement

RBBDA30000_7705779 E D 09179 00112
TABER AND DISTRICT HOUSING FOUNDATION
DAMAGE DEPOSIT ACCOUNT(TRUST)
5318 48 AVE
TABER AB T1G 1S2

July 31, 2025 to August 29, 2025

Account number: 09179 100-158-5

How to reach us:

Please contact your RBC Banking representative or call
1-800-Royal® 2-0
(1-800-769-2520)
www.rbcroyalbank.com/business

Account Summary for this Period

Business Current Account

Royal Bank of Canada
4818 53RD ST, TABER, AB T1G 1W4

Opening balance on July 31, 2025	\$56,583.55
Total deposits & credits (2)	+ 330.53
Total cheques & debits (2)	- 1,503.29
Closing balance on August 29, 2025	= \$55,410.79

Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			56,583.55
01 Aug	Deposit interest		130.53	56,714.08
13 Aug	Account transfer ACTR7522500462	1,299.45		55,414.63
27 Aug	Account transfer ACTR7523900541	203.84		55,210.79
29 Aug	Deposit 0500		200.00	55,410.79
	Closing balance			55,410.79

Deposit Interest Earned: \$130.53

4. e) 14

Lodge & Resident Manager's Board Report August 2025

1) Resident Information:

- a. Move In's – 1
- b. Move Outs – 1
- c. SL3 – 18
- d. SL2 Home Care Residents – 39
- e. Resident Room Changes –1
- f. Change in status – 0
- g. Potential resident interviews – 6
- h. Preadmission resident interviews for new H/C residents, this includes SL2/Type B – HCA (SL3)/Type B LPN secure (SL4-D) – 0
- i. Waitlist – 14
- j. Residents in total – 77
- k. Residents on MAP – 42
- l. Residents receiving laundry services -44
- m. Residents with in-house pendants – 24
- n. Family case conferences held – 0
- o. Residents paying for extra baths – 5
- p. In the process of preparing a resident satisfaction survey.
- q. Rent calculations & new PADS for October 2025 have been completed.

2) Monthly Meetings:

- a. HCA, kitchen, recreation, and housekeeping meetings held with minutes completed and distributed.
- b. Homecare Huddle meeting.
- c. CVL Management meeting.
- d. Emergency preparedness meeting held with minutes, and updating of policies & procedures completed.
- e. UMAC meeting held with minutes completed and distributed.
- f. AHS continuing Care partners meeting attended.

3) Weekly AHS & Data reports completed.

4) Updating service hours spreadsheet as CLSP's from Home Care are updated.

- 5) Monitoring **Senior Care** to ensure care being provided by HCAs coincides with care outlined in CLSP's.
- 6) **Monitoring and documenting** all Medication errors, Fall reports, and hospital transfers, Ensuring all documents have been followed by HCA Coordinator and Home Care. Also documenting these in the quarterly spreadsheet for the AHS quarterly report.
- 7) **Budget items** are being compiled being worked on for 2026.
- 8) **Health & Safety:**
 - a. Completed Supportive Pathways training for September.
 - b. Completed Hazard assessment review for September.
 - c. Health & Safety Board completed. Game is on-going as of now.
 - d. SWP review and competency checks completed for all departments.
 - e. Violence & Harassment training held for Kitchen, Housekeeping, Recreation, & Admin completed.
 - f. 6 Incident Reports completed, 1 Safety Suggestion completed and signed off by Joint Health & Safety committee.
 - g. Facility Inspection for August completed with all deficiencies remedied.
- 9) **Employees:**
 - a. HCA Coordinator Chris Gepernis has been hired. Orientation is completed and he has started in his new position.
 - b. Scheduling/Payroll for Aug/Sep completed. Scheduling/payroll for Sep/Oct on-going.
 - c. Staff appreciation Shirts have been received and handed out to the staff. They love their new shirts.
 - d. **Cornfest** float was a success; ***we received first place*** in the Non-profit Organization category.
 - e. In the process of preparing a staff survey.

Recreation Board Report August 2025:

By: Taralyn Heezen

August 1st: Regular Activities, Trip to Ursula's was a wonderful experience for the Residents. They enjoyed her lovely garden and the animals there. We had a delicious lunch and good company as some farmers in the area joined in the get together. There was a lot of reminiscing and shared stories of farming and the town of Taber.

August 2nd: No Recreation, Rosary, Movie

August 3rd: No Recreation, Rosary, Church of Jesus Christ of Latter-Day Saints Service, Movie

August 4th: No Recreation, Senior Games w/ the Ladies

August 5th: Regular Activities, Calvary Baptist Church Service

August 6th: Regular Activities, Catholic Mass, Precious Connections, Tom Price Entertainment

August 7th: Regular Activities, Bible Study, Entertainment cancelled again so we won't be booking him again as he keeps cancelling.

August 8th: Regular Activities, Walmart Shopping, Movie

August 9th: No Recreation, Rosary, Movie

August 10th: No Recreation, Rosary, Hymn Sing a Long, Church of Jesus Christ of Latter-Day Church, Westview Fellowship Church Choir

August 11th: Regular Activities, Blood Pressure Clinic, Senior Games w/ the Ladies, One on ones

August 12th: Regular Activities, Walking Group, Rienland Church Choir

August 13th: Regular Activities, Resident Relay, Hank & Alvina Entertainment

August 14th: No Activities as we set up for Resident & Family BBQ. The BBQ was a complete success, I have received positive feedback from Staff, Residents, Family & Friends. So, the plan is to continue using the plan I made this year in the future years. The only real issue was the closeness of tables and chairs. To resolve this, we would need one big tent. Therefore, I will bring this up to our Resident council at the next meeting.

August 15th: Regular Activities, Ice Cream Social, Movie. We are doing an Ice Cream Social with the other Residents from the Manor. I approached some residents from the Manor, and they asked if we could do this again. So, we are going to try it for a few months to see if this will bring Manor Residents here.

August 16th: No Recreation, Rosary, Movie

August 17th: No Recreation, Rosary, Church of Jesus Christ of Latter-Day Saints Church Service, Movie

August 18th: Regular Activities, Card Making With Bernice, Senior Games w/ the Ladies, One on Ones

August 19th: Regular Activities, Visit at Lindenvue was cancelled due to a miscommunication with bus booking. Legion Ladies Bingo

August 20th: Regular Activities, Catholic Mass, If the Shoe Fits shopping, The Oilers Entertainment

August 21st: Regular Activities, Drumming with Tannie, Taber Parade. We entered a Float in the Parade this year and we won first place and received a certificate and Red Ribbon.

August 22nd: Regular Activities, Bus Trip to the Ranch, Movie
This was an amazing trip driving through the coulees touring a get away cabin and having lunch on the top of the coulee looking over the Old Man River. There was a lot of positive feedback on this trip from the Residents who participated.

August 23rd: No Recreation, Rosary, Movie

August 24th: No Recreation, Rosary, Church of Jesus Of Latter-Day Saints church service, Movie

August 25th: Regular Activities, Senior Games with the Ladies, Resident Relay

August 26th: Regular Activities, Personal Touch Fashions, Walking Group

August 27th: Regular Activities, Catholic Mass, Karen Karaoke Entertainment.

August 28th: Regular Activities, Drumming with Tannie, Bible Study with John

August 29th: Regular Activities, Door Hanger Craft w/ Sid, Ice Cream Social, improv, Movie

This was Caitlin's last day as our summer student; she really enjoyed her time here and is wanting to apply again for our summer student position.

August 30th: No Recreation, Rosary, Movie

August 31st: No Recreation, Rosary, Church of Jesus Christ of Latter-Day Saints Church Service

Volunteer Hours:

Valarie Beukema: 9.5 Hrs.

Kayle Fallon: 21.5 Hrs.

Kynlee Fallon: 7 Hrs.

Bernice Janssen: 8.5 Hrs.

Isabel Nordquist: 0.75 min

Ann Veenstra: 0.5 min

Operations Report

September 2025

Clearview Lodge

- Attended CVL management meeting
- Ordered 4 necklace pendants for HCAs.
- Booked a load test for generator with Southern Rewind.
- Had semi-annual suppression inspection.
- Stumps being ground out at Lodge.
- Blue Wolf to clean windows at Lodge.
- Light bulbs ordered for atrium.

Homestead Manor

- Sewer problems in 300 wing; has been repaired.
- The sprinkler system at the Manor has been upgraded by Pinnacle
- Attended a tenant meeting.
- Suite reno bid package completed.
- Blue Wolf to clean windows at the Manor.
- One unit preventive sprayed for bed bugs.
- 3-month inspection for unit #100

Pioneer Place

- Bid package for suite renewal has been completed and ready for move in.
- Unit #127 is ready for move in.
- Unit #105 is ready for move in
- We accompanied building assessment people assessing our Manor.
- We removed tub in one unit and added a shower.
- Repaired shower hardware in a unit.
- Blue Wolf to clean windows at the Manor
- Hired Royal Rug Cleaner to clean a unit

Harmony Home

- Unit #206 has had a move in.
- We removed the tub in one unit and added a shower.
- Ordered a camera for front entrance.
- Ordered replacement locks for mailboxes.
- Blue Wolf to clean windows at the Manor.
- 3 months inspection for unit #304

Prairie Rose Manor

- Bid package for suite renewal reno has been started.
- Outside windows have been cleaned.
- We accompanied building assessment people assessing our Manor.

Sunshine Manor

- New sign for the Manor was received and installed, old one has been removed
- Dried up bushes have been removed.
- Having sprinklers blown out for winter.
- Outside windows have been cleaned for the season.

Barnwell

- On-going maintenance.
- We accompanied building assessment people assessing our Manor.

Phase One

- Bid package to update a unit has been awarded to Bevco Contractors
- Unit 5913 being renovated.
- Unit # 5102 is ready for move in
- Replaced shingles for the storage unit
- Replaced stove at Unit #5913

Phase Two

- Bid Package for cabinet replacement has been awarded.

Phase Three

- Notice of move out given for month end.
- Ordered a tub surround for one unit.

Special Needs

- On-going maintenance.

General Maintenance.

- Four more shower stalls were received.
- Pricing out a gravel pad behind shop (for sea-can container units).
- Sprinkler blow out being booked for all places

PLACEMENT OFFICER REPORT

MONTH: September 2025

SENIOR HOUSING

Applications Received – 4
Move ins – 2 (Week of Sept 22)
Move outs – 0
Waitlist – 18
Units Available – 0 (week of Sept 22)
Vacant Units – 0

FAMILY HOUSING

Applications Received – 0
Move ins – 0
Move outs - 0
Waitlist – 8
Available Units – 2

RENT ASSISTANCE

Applications Received - 3
New Clients – 0
Client Removed – 0
Total Clients - 42
Processing – 8

1. Senior Housing

There were 4 new applications received in September 5 files are still in processing. There were 12 applications approved and added to the waitlist bringing its total to 20. Two applicants were then contacted to start the placement process. Placement is expected the week of September 22. With these placements there are no empty units for senior self contained and no notice of move out.

New PAD forms were done to reflect the parking increase and there were some concerns raised as to why it was done after the leases were just done.

Information was also sent out about the October 1, 2025, changes regarding RRSP/RRIFS and AISH. There were some concerns over this however most people were appreciative of the fact that they wouldn't be affected till next year.

2. Family Housing

Family housing has been rather quiet. There were 2 applications approved with 0 left in processing. Corey is doing renovations in one of the empty units which a tenant is already approved for. The 2nd vacant unit is a 3 bedroom with no applications requiring a 3 bedroom therefore application which requires 2 bedrooms (mom and 2 kids) will be placed. I am hoping to do this within the next few weeks.

3. RAB Program

There are 42 active RAB files. There are 8 in processing with 3 having been received in September. Each month sees renewals with September there were 3. Financially there is room for another 11 to 15 clients by end of year.

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CAO Report

September 2025

Duties & Activities

Regularly & Daily

- Ongoing review and authorization of cheque run payments.
- Ongoing review and authorization of Clearview Lodge documents
- Ongoing review and authorization of Social Housing documents
- Payroll timesheets, vacation requests, sick time, etc. for Out-of-Scope employees
- Emails & phone calls

Weekly

- weekly manager meeting with Tanya & Carrie
- Policy review

Week of Aug 18 - 22

- Aug 19 – Facility Inspection with Matt Cambas
- Aug 19 – Meet with Douglas Bergen re: CVL design
- Aug 20 – Meeting with Homestead Manor residents re: potential cable and internet install
- Aug 20 – Meeting with Carrie & Tanya re: CVL mgmt.
- Aug 20 – Meeting with CVL team re: CVL design
- Aug 22 - 50/50 booth for Taber Foodbank

Week of Aug 25 - 29

- Aug 26 – Meeting with Carrie, Tanya & Corey re: CVL design
- Aug 27 – Videoconference re: Group RRSP plan
- Aug 27 – Probationary Performance Evaluation – Placement Officer
- Aug 28 - Emergency Response Planning meeting
- Aug 28 – TDHF Board Building Committee meeting
- Aug 29 – Away (Medical)
- Aug 29 – Virtual Interview – Medical Services Coordinator position
- Aug 30 – Contract forwarded to Medical Services Coordinator candidate

Week of Sept 1 - 5

- Sept 1 – Stat Holiday
- Sept 2 – 5 – Vacation

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Week of Sept 8 - 12

- Sept 8 – 12 - Vacation

Week of Sept 15 - 19

- Sept 15 – Meeting with Bergen & Associates – CVL Design
- Sept 16 – CVL Resident Council – Executive & Resident meeting
- Sept 16 – UMAC Meeting
- Sept 18 - Meeting with Tanya & Carrie
- Sept 18 – Attended Homestead Manor Tenant Meeting
- Sept 19 – Meeting with Bergen & Associates – Cherry & Main Affordable Apartments & CVL

Week of Sept 22 - 26

- Sept 23 – Southern AB CAO Meeting with Ministry representatives and CMHC presentation – Lethbridge, AB
- Sept 24 – Meeting with CVL team & Corey
- Sept 24 – Videoconference with CMHC representative
- Sept 25 – Meeting with Tanya & Carrie
- Sept 25 – Emergency Response Planning meeting
- Sept 25 – TDHF Board of Directors meeting
- Sept 26 – Videoconference with MOBY representatives – potential cable, internet and phone service for Lodge & Manors

Upcoming Events

October ->

- Building Committee (meet monthly):
 - Develop plan and costing:
 - CMHC financing
 - Discussions with municipal partners about debenture financing and timing
 - Develop income projections for construction period (impact on operating budgets throughout the next 3 to 4 years)
 - Considering plan to use 100 wing (albeit relocated) to house 12 residents during construction
 - Set up further meeting(s) with Assisted Living & Social Services (**On-going**)
 - Develop communications plan (**Oct ->**)
- Electronic payroll system (**Oct ->**)
 - Begin repairs to iPad facial recognition timekeeping device (**Oct**)
 - Update employee listing to current staff (archive any noncurrent staff) (**Oct**)

- Update reporting lines for each department (**Oct**)
- Work with Bev on payroll calculation rules (**Nov**)
- Strategic Planning – put Goals into Action Plan
 - Transfer of ownership of ASHC assets to TDHF (**Completed**)
 - Upon successful asset transfer, develop project planning details (**Q4 – 2025 & Q1 - 2026**) to update mechanical systems (boilers and controls), building envelope (windows and siding) and interior updates (tub to shower installs, kitchen upgrades, painting and flooring). Projects to be completed in 2026 & 2027.
 - Research and develop plans for affordable housing (duplex and fourplex) embedded in community and in surrounding communities (**On hold**)
 - Find partners for Cherry & Main (given new design and costing) (**Oct ->**)
 - Develop proposals for Special Needs housing (**On hold**)
 - Update business case for Clearview Lodge (based on Bergen costing) (**Oct ->**)
 - Research and develop opportunity for third party management of housing facilities.
 - Investigate and develop relationships with local investors/developers/employers.
- Professional Development for Out-of-Scope Managers
 - Research possibilities for 2025/6 team-building opportunities (**Canada-AB Job Grant eliminated funding for courses re: soft skills**)
 - Work with team members to find individual development opportunities (**On-going**)
- Human Resources & Staffing:
 - Comprehensive review of CVL Management Job Descriptions – ensure that there are no gaps in responsibilities; establish clear approval pathways and incorporate coverage for absences – *This is ongoing exercise as people change roles.*
 - Succession Planning – implement approved plan (**in perpetuity**)
 - Market Analysis of TDHF out-of-scope employee salaries (**Started but not yet completed**)
- Fundraising Program:
 - Letters to previous donors, Chamber of Commerce, public appeal (for MOW – **Nov 2025**)
 - Develop an intentional fundraising plan for the next 1 to 5 years
 - Create a “wish” list of projects (with varying cost levels) that would be available should grantors/donors approach TDHF with funds (**Oct ->**)
- Policy Review & Updates
 - Disability Management Program & Return to Work (in progress)
 - Drug & Alcohol Policy (**Q4 - 2025**) – prepared by Steve Connors, Brownlee Law – this will need some review with Governance Committee and Management staff.
 - Pet Policy for Family Housing and Senior self-contained units (is it possible?)
 - Camera (in-room) Policy for Clearview Lodge (**Oct/Nov**)
 - CVL Resident Application form (**Oct/Nov**)

Professional Development & Committee Responsibilities:

- October 7, 2025 – ASCHA South Zone Regional Meeting – Calgary, AB
- October 21 – 24, 2025 – APHAA Conference – Kananaskis, AB

Days booked out of office:

- Oct 6, 2025 - Medical
- Dec 25, 2025 – Jan 2, 2026 - Vacation
- April 6 – 24, 2026 - Vacation

Cherry & Main Affordable Apartments
AHPP Debrief
August 15, 2025

CAO had a videoconference session with members of Assisted Living & Social Services – Capital department to discuss Affordable Housing Partnership Program application (and subsequent denial) for Cherry & Main Affordable Apartment project.

Program Update:

There were 113 applications requesting total Provincial funding of \$590 million. The AHPP funding amount was around \$150 to 180 million. The simple math meant that many good projects would go unfunded.

It is anticipated that there will be another intake later this year. It is anticipated that the timing will follow last year's schedule (which closed in late January) so that HMBs and the Ministry are not working on or reviewing applications over the Christmas break.

Areas for Improvement:

These were not necessarily suggestions, but observations made about projects that were funded.

- Funding partners that provide land/equity – Cherry & Main has this to a degree.
- All application sections are completed filled out – TDHF's application was completed correctly.
- Make the application standout!
 - Funding Partners (letters of support) – YES
 - CMHC Application completed – NO
 - Design in Place – NO

Basically, the Province wants to approve projects that are ready to proceed within the first year of approval. They don't want to approve projects that then require months to years of leg work to complete design.

During the conversation, it was suggested that this fact was why Clearview Lodge was approved.

Course of Action:

1. Complete Class B costing exercise for Cherry & Main (**Completed**).
2. Complete and submit CMHC financing application (**before end of Sept**).
3. Convince Town of Taber to give us more time with the proposed land parcel (**after election but before end of January**).
4. Find partners that are willing to put in equity (\$1.5 to \$3.0 million) to make a truly affordable project feasible (**before end of January**).
(Cherry & Main offers 35 units. There is considerable flexibility in the number of and the affordability of the units, by manipulating the rental rates.)
5. Submit AHPP application in next intake session (**January 2026**)
6. Gain approval in 2026 and plan to build in 2027.

**Cherry & Main Affordable Apartments
Analysis - Class B Cost Estimate
September 25, 2025**

The Class B Cost Estimate from Costplan is attached.
The estimate provided by Bergen & Associates from November 2024 is also attached.
There is a significant difference between the two estimates (nearly \$2 million).

In discussion with Bergen & Associates, they were quite shocked at the cost difference. They will review their actual construction figures (which form the basis of their Nov 2024 estimate/offer) and then meet with the cost consultant to compare approaches and determine if they were out to lunch or the cost consultant is too conservative or some middle ground.

CAO will complete the CMHC proforma section of the application this week (prior to the meeting) based on Class B costing figures to determine if the difference is too much and the new cost makes the project **not** feasible.

It is likely that an amount of equity investment is required to make the Cherry & Main project feasible.

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CHERRY AND MAIN

Class B Estimate



SUBMITTED TO

Taber and District Housing Foundation
Tim Janzen, B. Mgmt., CIHCM

SUBMITTED BY

Costplan Management
Cost Consultants • Quantity Surveyors
PO Box 94100, Elbow River RPO
Calgary, Alberta
T2S 0S4

DATE

September 17, 2025

CONTACT

Andrew Maxwell CET PQS
amaxwell@costplan.ca
403-262-9360

6. a) iv

1.0 Estimate Summary

This estimate includes for all hard construction costs and is based on list of provided documents in section 2, as prepared by Douglas J Bergen & Associates Ltd. As the information is preliminary, this estimate should be used as a budget guideline only.

This estimate includes for all contractor overhead and profit based on a stipulated sum competitive tender strategy utilizing completed construction documents. We have assumed that at least 4 competitive bids will be received for all general contractor and sub-contractor work. Work has been priced as a single contract; any line items, breakout costs, or phasing into multiple contracts may increase total costs. As well, we have assumed a reasonable construction schedule.

We have included a Design Contingency allowance of **5%** percent to include for program, drawings, and specification changes through the design process. As the scope of work, project information, and details progress, this allowance will be modified and would be reduced to 0% at tender.

A Construction Contingency of **5%** is included to cover unforeseen costs during construction. Construction contingency should be considered at the project level to accommodate any changes post-tender.

Escalation is not included to accommodate price increases from now until tender. At issue of this report, an allowance of 3-6% per annum would be appropriate to include in any budget calculations.

GST is not included.

All unit costs shown are expressed in Current dollars. Market variations from now until tender must be factored into the estimate total. We have not included an allowance for escalation.

The current material supply uncertainty and material price variations in the Canadian economy has created an unstable and unpredictable market that Costplan has no control over. Given the current market conditions, Costplan cannot, and does not guarantee that tenders will not vary significantly from this estimated value.

1.1 Estimated Project Cost

Project costs as described in this report exclude Soft Costs, Land Costs, Owner's Costs, and GST. Construction Contingency, and allowances for escalation should be considered based on the owner's budget structure and risk tolerance.

1.2 Estimated Cost Table (rounded)

Gross Floor Areas are calculated based on the provided design sketches and includes allowances for the floor area of structure, voids, ducts, and unprogrammed areas.

Description	GFA (m2)	GFA (ft2)	Cost per SM(m2)	Cost per SF(ft2)	Total Hard Construction Cost
Main Building	2,350	25,295	\$4,448.51	\$413.28	\$10,454,000
Sitework					Included
Total Hard Construction Cost	2,350	25,295	\$4,448.51	\$413.28	\$10,454,000
Design, Testing, Permits & Project Management					\$ 0
FF&E Allowance					Not Included
Subtotal	2,350	25,295	\$4,448.51	\$413.28	\$10,454,000
Post-tender Construction Contingency (5% of Construction Costs)					\$ 413,000
Lands (Acquisition, Acreage Assessments, etc.) - Not Included					Not Included
Total Project Costs - Current	2,350	25,295	\$4,624.26	\$429.61	\$10,867,000
Escalation					Not Included
Total Project Costs - Escalated	2,350	25,295	\$4,624.26	\$429.61	\$10,867,000

2.0 Documentation Received

We received the following design documentation in the preparation of this estimate:

Document Name	Dated
1124_wd1_DRAFT_2025July14	July 14, 2025
1124_WD2_2025August22	August 22, 2025
1124_WD2_Revised Floor Plans_2025August19	August 19, 2025
25-02-14_MCC_Elec_Permit Review	February 14, 2025
25-02-14_MCC_Mech_Permit Review	February 14, 2025

Supplemental background information, contextual documents, historical plans, and report may have been received but have not been listed.

3.0 Assumptions and Exclusions

3.1 Assumptions

- Reasonable construction schedule
- Favourable geotechnical conditions
- Collaborative material substitution at tender

3.2 Exclusions

- Land costs
- All Design & Consulting Fees, Testing Fees, Building Permit Fee & All Other Soft Costs
- Extreme Winter Construction Costs
- Hazardous Material Remediation / Disposal, If Any
- All Work Beyond The Construction Boundaries Identified
- Offsite Work Except Where Specifically Noted
- Incoming Primary Power & Transformer Infrastructure (Tie Ins Incl.)
- Secondary Utilities (Telus, Shaw, Rogers, Bell, Fiber, etc.)
- Rock Excavation (if applicable)
- Removal of Contaminated Soil
- Storm Water Retention Control In Excess of Includes Allowances
- Fitness Equipment
- Solar panels or renewable energy systems
- Telephone, data, security, and other systems except where noted
- Public Art
- Water Treatment Facilities
- Environmental Monitoring During Construction
- Energy Modelling or Energy Performance Testing
- Maintenance Reserve / Life Cycle Replacement Seed Funding
- Market Variations Until Time Of Tender
- GST

Asset Transfer
Harmony Home Manor
September 25, 2025

TDHF Admin Office has received signed and executed documents for Harmony Home Manor from Ministry of Assisted Living & Social Services.

The transaction date is September 30, 2025.

It is anticipated that 80% of the Maintenance Reserve funds (totaling \$1,095,680) will be transferred to TDHF's Social Housing bank account in October. The remaining 20% will be transferred when the auditor has completed their year-end audit and confirmed that the funds have been placed in a separate bank account. So likely in April 2026.

CAO and Operations Manager will begin the process of prioritizing capital maintenance projects and enlisting potential consultants (engineering firms) to assist in spec'ing the mechanical system changes. As well, CAO and Operations Manager will sequence any changes in individual units (tub conversions, bathroom updates, kitchen updates and overall suite renewals – flooring, painting, etc.)

Tim Janzen

From: Elena Nyhus <Elena.Nyhus@gov.ab.ca>
Sent: Friday, September 19, 2025 3:05 PM
To: Tim Janzen
Cc: Shahid Karamat
Subject: RE: TDHF - Asset Transfer - Harmony Home - Elevator Quote
Attachments: 2. Restrictive Land Use Agreement - fully signed.pdf; 3. MR Capital Funding Agreement - fully signed.pdf; 1. Purchase and Sale Agreement - fully signed.pdf

Hi Tim,
Please see attached the fully executed Transfer Agreements.

As the next steps we will be processing the 1st MR Grant Funding of 80% in the next couple of weeks. I will let you know once the payment will get processed.

I will also be sending you an Affidavit RE: Value of Land. This document forms part of the Transfer of Land documents and has to be executed by you in front of a Commissioner for Oaths. Please let me know if you have access to a Commissioner for Oath.

Please let me know if you have questions or concerns.

Thank you,

Elena Nyhus
Senior Land Analyst
Capital Planning and Asset Management
Capital Programs Branch | Housing Division
Assisted Living and Social Services
Office: (780) 422-5080
Email: elena.nyhus@gov.ab.ca



Classification: Protected A

From: Tim Janzen <timj@taberhsg.ca>
Sent: August 26, 2025 3:56 PM
To: Elena Nyhus <Elena.Nyhus@gov.ab.ca>
Subject: RE: TDHF - Asset Transfer - Harmony Home - Elevator Quote

CAUTION: This email has been sent from an external source. Treat hyperlinks and attachments in this email with care.

Elena:
My Board has decided to move forward and has instructed my Board Chair and I to sign the agreements. We have completed the signatures.



PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS

CONSULTANTS



**DOUGLAS J. BERGEN
& ASSOCIATES LTD.**
ARCHITECTURAL TECHNOLOGISTS

200 KENNEDY ROAD, SUITE 100, MARKHAM, ONTARIO L3R 9V7
TEL: (905) 477-1111 FAX: (905) 477-1112
WWW.DJBARCHITECTS.COM

- 1. THE CLIENT HAS REVIEWED AND APPROVED THE CONCEPT AND DESIGN OF THE PROJECT AND HAS AGREED TO THE SCOPE OF THE PROJECT AND THE DESIGN.
- 2. THE CLIENT HAS REVIEWED AND APPROVED THE CONCEPT AND DESIGN OF THE PROJECT AND HAS AGREED TO THE SCOPE OF THE PROJECT AND THE DESIGN.
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PROJECT TITLE
CLEARVIEW LODGE
RENOVATION

TOWN, ON

CLIENT

TOWN & DISTRICT HOUSING FOUNDATION

DRAWING TITLE
3D PERSPECTIVES

DATE: AUGUST 2025

PROJECT NO.: 2024

SCALE

DRAWN: JP

PLOTTED: .

CADD FILE: 2/24/2025

SHEET NO.: 1 OF 1

P1.9



PRELIMINARY - NOT FOR CONSTRUCTION

REVISIONS
CONSULTANTS



**DOUGLAS J. BERGEN
& ASSOCIATES LTD.**
ARCHITECTURAL TECHNOLOGISTS
1000 RUE EAST OF L'ÉPIQUE DE CONNÉSSANT LTD
800 WEST CONNÉSSANT ALBERTA T5P 1A8
P (403) 243-1111 F (403) 243-1112
www.douglas-bergen.com

- 1. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES AND AUTHORITIES BEFORE COMMENCING ANY WORK.
- 2. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
- 3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
- 4. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
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- 10. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.

PROJECT TITLE
CLEARVIEW LODGE
RENOVATION

TASK: 30
CLIENT
TAKA & DICKSON HOUSING FOUNDATION

DRAWING TITLE
30 PERSPECTIVES

DATE: AUGUST 2020
PROJECT NO.: 2014
SCALE
DRAWN: AP
PLOTTED
CADD FILE: 2100300

SHEET NO.: 1 OF 1
P1.10

6.b) ii

2026 Strategic Planning Session

CAO received confirmation (email attached) from Karen Blewett, Community Development Officer that the TDHF request for facilitated Strategic Planning sessions were approved.

The proposed timeline would be as follows:

- Oct/Nov – CAO meet with Karen to determine planning and timelines
- Dec – Distribute survey to new TDHF Board of Directors & management
 - The goal is that Directors can identify the major issues that they see in community, Province and within the organizations
 - Managers will be able to point out challenges within the organization
- January 2026 – Schedule a day for facilitated discussion – likely at the Taber Civic Centre – Green room – this gives a bit more room if there is a need to break into smaller groups. *(CAO to set this date prior to the November 2025 TDHF Board meeting and incorporate in the TDHF Board 2026 Calendar)*
- Feb – Karen and CAO will review discussion points to develop Strategic Plan
- March – A two hour to half day session be booked with Board of Directors to review Strategic Plan and ensure that the document captures the Board's sentiment.
- April/May – CAO develops Action Plan to address the points outlined in the Strategic Plan

Tim Janzen

From: Karen Blewett <Karen.Blewett@gov.ab.ca>
Sent: Thursday, September 4, 2025 8:38 AM
To: Tim Janzen
Subject: TDHF Planning

Hi Tim,

Just wanted to follow-up to let you know that the TDHF request for strat planning support was approved.

I am able to work with you on this, if you'd like. Or if you would like support from my colleague in Lethbridge (Jerry), I can make that connection as well.

Likely what would happen is that we would get approved for one in-person session with follow-up support online as needed. If TDHF ended up wanting to do a follow-up community engagement style facilitation in the future, this is something we could explore down the road, too.

Talk to you soon,

Karen

Classification: Protected A

August 12, 2025

Tim Janzen
Chief Administrative Officer
Taber and District Housing Foundation
5318 48 Avenue
Taber, AB T1G 1S2

Dear Tim Janzen:

I am pleased to provide you with the attached copy of Ministerial Order No. H:016/2025 amending the Schedule "A" of Taber and District Housing Foundation.

Schedule "A" has been updated to reflect a reduction of lodge units at Clearview Lodge, from 77 to 57 units. Fifty-seven of these units are regulated under the *Alberta Housing Act* and twenty units are Type B units. Clearview Lodge residents are eligible for Lodge Assistance Program grant funding if an eligible resident is utilizing a vacant Type B unit during the reporting period.

Schedule "A" has been updated to reflect the change from the rural and native and public non-profit special needs as both programs are operated as community housing.

If you have any questions regarding these changes, please contact your Housing Advisor, Shahid Karamat, at 403-297-8524 (toll-free by first dialing 310-0000) or by email at shahid.karamat@gov.ab.ca.

Yours truly,



David Williams
Assistant Deputy Minister
Housing Division

cc: Rosanne Horrocks, Board Chair, Taber and District Housing Foundation
Shahid Karamat, Housing Advisor, Assisted Living and Social Services



ALBERTA

ASSISTED LIVING AND SOCIAL SERVICES

Ministerial Order No. H:016/2025

WHEREAS, pursuant to section 5(1) of the *Alberta Housing Act* (the Act) the Minister may by order establish management bodies and pursuant to section 5(3)(e) of the Act an order shall set out a description of the housing accommodation that the management body is to operate and administer;

AND WHEREAS pursuant to section 3(3) of the *Alberta Housing Act* (the Act) the Minister may delegate authority conferred on the Minister to any person;

AND WHEREAS pursuant to Ministerial Order No. H:001/14, the Minister has delegated the authority to the Assistant Deputy Minister, Housing Division, to make amendments to Schedule 'A' of an order establishing a management body.

I, DAVID WILLIAMS, Assistant Deputy Minister, Housing Division, make the following order:

1. Ministerial Order No. H:190/95 as amended, establishing the Taber and District Housing Foundation as a management body is amended:
 - (a) By replacing the Schedule A attached to Ministerial Order H:190/95 with the attached Schedule A dated July 16, 2025.
2. This Ministerial Order comes into effect on the date it is signed by the Assistant Deputy Minister.

DATED this 11 day of August, 2025

David Williams
Assistant Deputy Minister, Housing Division

Schedule "A"
Taber and District Housing Foundation
Housing Accommodation

Accommodation Type	Site Name	AHISProject Id	Land Owner	Legal Description		Block	Lot	LINC	Building Owner	Municipal Address		No. Of Units
				Meridian	Plan							
Community Housing												
Taber 1	287127316768	ASHC			5323JK	47	1	0019241041	ASHC	5002 - 60 Avenue	Taber	20
		ASHC						0019241041	ASHC	5006 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5010 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5014 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5018 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5102 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5106 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5110 - 60 Avenue	Taber	
		ASHC						0019241041	ASHC	5911 - 50 Street	Taber	
		ASHC						0019241041	ASHC	5915 - 50 Street	Taber	
Taber 2	287127316091	ASHC			8010818	1	14	0016581812	ASHC	5602 - 47 Street	Taber	6
		ASHC			8010818	1	8	0016584170	ASHC	5601 - 48 Street	Taber	
		ASHC			8010818	2	9	0016579543	ASHC	4413 - 58 Avenue	Taber	
		ASHC						0016579543	ASHC	4417 - 56 Avenue	Taber	
Taber 3 (ATCO)	287127316689	ASHC			8811562	53	35	0012847083	ASHC	3802 - 55 Street	Taber	4
Special Needs Housing/Building	287127356008	ASHC			5385L	20	17	0016460743	ASHC	5414 - 55 Street	Taber	4

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Schedule "A"
Taber and District Housing Foundation
Housing Accommodation

Accommodation Type	Site Name	AHISProject Id	Land Owner	Legal Description		Block	Lot	LINC	Building Owner	Municipal Address		No. Of Units
	Barnwell - R&N 1	205527226053	ASHC	7810646	8	6		0017577876	ASHC	102 - 4 Avenue E	Barnwell	1
	Barnwell - R&N 2	205527226023	ASHC	6210307	1	19		0015075220	ASHC	508 - 1 Street E	Barnwell	2
	Vauxhall - R&N 1	296827226024	ASHC	780CM	22	8		0020709250	ASHC	624- 3 Avenue N	Vauxhall	4
	Vauxhall - R&N 2	296827226011	ASHC	6010318	31	14		0015880751	ASHC	509 - 3 Street N	Vauxhall	2
			ASHC	6010318	31	11		0015880768	ASHC	523 - 3 Street N	Vauxhall	
Seniors Lodge												
	Clearview Lodge	267127515051	Housing Provider	8310263	A	1		0014650515	Housing Provider	4730 - 50 Avenue	Taber	57
Seniors Self Contained												
	Bountiful House	205527556150	ASHC	6210307	1	18		0015092828	ASHC	508 - 1 Street E	Barnwell	4
	Harmony Manor	287127556011	ASHC	7282JK	A			0018696542	ASHC	4702 - 50 Avenue	Taber	25
	Homestead Manor	287127556152	ASHC	8310263	A	2		0014650523	ASHC	4800 - 48 Street	Taber	30

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Schedule "A"
Taber and District Housing Foundation
Housing Accommodation

Accommodation Type	Site Name	AHISProject Id	Land Owner	Legal Description		Block	Lot	LINC	Building Owner	Municipal Address		No. Of Units
	Pioneer Place	287127556178	ASHC	8310283	A	2		0014850523	ASHC	4718 - 48 Avenue	Taber	30
	Prairie Rose Manor	296827556078	ASHC	760CM	22	5-7		0020722451	ASHC	624 - 3 Avenue N	Vauxhall	8
	Sunshine Manor	248027556177	ASHC	4555S	22	36-40		0019443308	ASHC	437 - 2 Street South	Grassy Lake	4

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ASCHA 2025 Fall Region Meeting Ballot Voting Authorization



Your vote is important! To ensure that we assign the correct number of voting ballots to each of your pre-authorized voting representatives for the region meeting, please complete the **Ballot Voting Authorization Form** through this **online authorization** (your organization's number of ballot votes was provided earlier in an email to you).

If you do not have representatives that can commit to attending, please complete the **Proxy Voting section on this form**, which enables your organization's Region Vice President or a specific Regular Member in good standing; to attend, act, and vote on behalf of your organization at the 2025 Fall Region Meeting.

In accordance with ASCHA [Bylaws](#) Article 3.5.b, 'Regular Members may send up to ten (10) Voting Representatives to a meeting, each of whom shall be entitled to vote on a show of hands vote'. Only Authorized Voting Representatives may cast a ballot vote where required. We anticipate that all other matters will be voted on by a regular "show of hands."

The deadline to complete this form is September 26, 2025.

If you have any questions regarding this process, please [contact us](#) for assistance.

[Start Your Authorization](#)

[Privacy Policy](#)

6. e) i

Weekly Report (Social Housing)

9/19/2025

	Senior Self Contained
New Applicants	1
Move In's	0
Move Outs	0
Wait List	20
Vacant Units	2

New Tenants (Move In's)

Sr. Apt			
Tenant Name	Move In Date	Unit Number	Phase Number

	Community Housing
New Applicants	0
Move In's	0
Move Outs	0
Wait List	8
Vacant Units	2

New Tenants (Move In's)

Community			
Tenant Name	Move In Date	Unit Number	Phase Number

Exiting Tenants (Move Out's)

Sr. Apt			
Tenant Name	Move Out Date	Unit Number	Phase Number

Exiting Tenants (Move Out's)

Community			
Tenant Name	Move Out Date	Unit Number	Phase Number

Sr Self Contained Apt Vacancies:

	Unit #	Status
Harmony Home Phase 11 (52040)		Full
Homestead Manor Phase 12 (52050)		Full
Pioneer Place Phase 13 (52060)	105 CMR 127	
Prairie Rose Manor Phase 31 (52100)		Full
Bountiful House Phase 21 (52070)		Full
Sunshine Manor Phase 41 (52130)		Full

Community Housing Vacancies:

	Unit #	Status	
Taber Phase 1 (52000)	15 2	Vacant Vacant	Renos
Taber Phase 2 (52010)		Full	
Taber Phase 3 (52020)		Full	
Taber Phase 4 (52030)		Full	
Barnwell Phase 23 (52090)		Full	
Vauxhall Phase 33 (52120)		Full	

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