



**CORPORATE LEGISLATIVE COMPLIANCE**

**1. Alberta Housing Act**

The primary statute governing the operation of management bodies is the Alberta Housing Act. This Act provides for the creation of management bodies and outlines the mandatory functions of management bodies. It also clarifies the province's role in the provision of housing.

**Assigned to:** Chief Executive Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Alberta Housing Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

Signed:

Date:

**2. Alberta Seniors and Housing Management Body Compliance Report - Management Body Operation & Administration Regulation**

The major legislated functions of the management body include:

- Ensuring that the management body efficiently operates and administers the housing accommodation;
- Ensuring housing accommodation is provided to persons in greatest need of that type of accommodation;
- Developing and evaluating policies and programs;
- Ensuring the management body carries out the powers, duties and functions assigned to it under the Act;
- Appointing a CEO;
- Preparing and adopting a Business Plan;
- Adopting annual operating and capital budgets before submitting to Alberta Housing & Urban Affairs;
- Authorizing signing authority;
- Ensuring housing accommodation is maintained and submitting a property condition and inspection report as required;
- Appointing one or more auditors for the management body;
- Preparing annual financial statements;
- Initiating or authorizing payment of expenditures;
- Creating and maintaining reserve funds;
- Providing overall clear policy direction to the Chief Executive Officer regarding the affairs of Silvera and monitoring the implementation of the Regulations and policies by the administration.

**Assigned to:** Chief Executive Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Management Body Operation and Administration Regulation in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

Signed:

Date:

**3. Housing Accommodation Tenancies Regulation**

Outlines the application of the Residential Tenancies Act to tenancies in housing accommodation provided by management bodies. Applies to self-contained units but does not apply to lodge accommodation.

**Assigned to:** Chief Executive Officer and Chief Service and Operations Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Housing Accommodation Tenancies Regulation in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

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Date:

Name (*Print*):

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Date:

**4. Supportive Living Accommodation Standards & Licensing**  
Assists the province in monitoring compliance for accommodations and accommodation services in supportive living accommodations. The standards support a safe and comfortable environment that increases the quality of life for Albertans residing in supportive living accommodations. The standards are mandatory for all supportive living facilities for four or more people.

**Assigned to:** Chief Executive Officer and Chief Service and Operations Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Supportive Living Accommodation Standards & Licensing in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (Print): Signed:  
Date:

Name (Print): Signed:  
Date:

**5. Protection of Persons in Care Act**  
Responds to reports of abuse of adults receiving care or support services from publicly funded service providers.

**Assigned to:** Chief Service and Operations Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Protection of Person in Care Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (Print): Signed:  
Date:

**6. Freedom of Information and Protection of Privacy Act (FOIP Act)**  
This Act provides individuals with the right to request access to information in the custody or control of a public body and provides a framework within which the public body must conduct the collection, use, disclosure and protection of personal information.

**Assigned to:** Chief Executive Officer and Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of any regulations within Alberta's Freedom of Information and Protection of Privacy Act (FOIP Act) in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (Print): Signed:  
Date:

Name (Print): Signed:  
Date:

**7. Alberta Occupational Health & Safety Act**  
*The OHS Act makes the prime contractor responsible for establishing and maintaining a system or process that ensures compliance with the OHS Act, Regulation and Code. The prime contractor is required to monitor activities at the work site to ensure that the health and safety system is functioning properly. This is intended to be a high level “oversight” or “auditing” function.*

**Assigned to:** Chief Service and Operations Officer and Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Alberta Occupational Health & Safety Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*): Signed:  
 Date:

Name (*Print*): Signed:  
 Date:

**8. Charitable Fundraising Act & Regulation**  
 Details the Standards of Practice which apply to all charitable organizations and fund-raising businesses.

**Assigned to:** Chief Executive Officer and Chief Financial Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Charitable Fundraising Act and Regulation in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*): Signed:  
 Date:

Name (*Print*): Signed:  
 Date:

**9. Employment Standards Code**  
 Recognizing that a mutually effective relationship between employees and employers is critical to the capacity of Albertans to prosper in the competitive world-wide market economy of which Alberta is a part;  
 Acknowledging that it is fitting that the worth and dignity of all Albertans be recognized by the Legislature of Alberta through legislation that encourages fair and equitable resolution of matters arising over terms and conditions of employment;  
 Realizing that the employee-employer relationship is based on a common interest in the success of the employing organization, best recognized through open and honest communication between affected parties;  
 Recognizing that employees and employers are best able to manage their affairs when statutory rights and responsibilities are clearly established and understood; and  
 Recognizing that legislation is an appropriate means of establishing minimum standards for terms and conditions of employment.

**Assigned to:** Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Employment Standards Code Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*): Signed:  
 Date:

**10. Human Rights Act**

The Alberta Human Rights Commission has a two-fold mandate: to foster equality and to reduce discrimination. It fulfills this mandate through public education and community initiatives, through the resolution and settlement of complaints of discrimination, and through human rights tribunal and court hearings.

**Assigned to:** Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Human Rights Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

Signed:

Date:

**11. Workers' Compensation Act**

Alberta's Workers' Compensation Act explains which workers qualify, and the benefits for which a worker qualifies. In Alberta, workers' compensation is administered by the province's Workers Compensation Board (WCB). WCB decides, according to the Act, whether or not a worker receives compensation, and decides what the worker gets compensation for.

**Assigned to:** Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Workers' Compensation Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

Signed:

Date:

**12. Alberta Employment Pension Plan Act**

The EPPA sets out the minimum standards that pension plans with Alberta members must meet with respect to those members. The legislation deals with:

- what a member is entitled to, when a member is entitled to a benefit from a pension plan, and what the payment options are;
- minimum standards for funding of benefits
- minimum standards applying to fund holders, and rules around administration and investment of pension funds; and
- responsibilities, liabilities and obligations of individuals involved in the administration of a pension plan (such as participating employers, fund holders, plan administrators, etc.).

**Assigned to:** Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Alberta Employment Pension Plan Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

Signed:

Date:

**13. New West Partnership Trade Agreement**

The NWPTA is an accord between the Governments of British Columbia, Alberta and Saskatchewan that creates Canada's largest, barrier-free, interprovincial market. Under the NWPTA, British Columbia, Alberta and Saskatchewan are the first jurisdictions in Canada to commit to full mutual recognition of reconciliation of their rules affecting trade, investment and labour mobility so as to remove barriers to the free movement of goods, services, investment, and people with and between the three provinces.

The NWPTA came into effect July 1, 2010 and has be fully implemented since July 1, 2013.

**Assigned to:** Chief Financial Officer and Chief Development Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of New West Partnership Trade Agreement in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*): Signed:

Date:

Name (*Print*): Signed:

Date:

**14. Gaming, Liquor and Cannabis Act**

The Alberta Gaming, Liquor and Cannabis Commission's role is to administer the *Gaming, Liquor and Cannabis Act*, Regulation and related policy.

The objects of the Commission are:

- To administer this Act;
- Conduct and manage provincial lotteries for the Government of Alberta;
- To control the manufacture, import, sale, purchase, possession, storage, transportation, use and consumption of liquor and cannabis;
- To sell or control the sale of cannabis, or both in accordance with this act; and
- Generate revenue to the Government of Alberta.

**Assigned to:** Chief Human Resources Officer, Chief Service and Operations Officer and Chief Financial Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of the Gaming & Liquor Act in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*): Signed:

Date:

Name (*Print*): Signed:

Date:

Name (*Print*): Signed:

Date:

**15. Statutory Payments**

Statutory payments include regular payments covering Employment Insurance, Canada Pension Plan, Goods & Services Tax, Property Taxes, Workers' Compensation Board fees.

**Assigned to:** Chief Financial Officer and Chief Human Resources Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of any Statutory Payments in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

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Date:

Name (*Print*):

Signed:

Date:

**16. Environmental Protection and Enhancement Act**

The purpose of this Act is to support and promote the protection, enhancement and wise use of the environment. The Act's individual regulations cover a wide range of activities, from Asbestos Containing Materials (as a hazardous waste), to recycling, garbage disposal, emissions from buildings and hazardous waste disposal. Note the Asbestos Management Plan is primarily covered by legislation in the Alberta OH&S Act.

**Assigned to:** Chief Service and Operations Officer and Chief Development Officer

To the best of my knowledge I am not aware that Silvera for Seniors is in contravention of any environmental acts in all material respects, except for the exceptions, claims, or lawsuits noted below.

Exceptions/Claims/Lawsuits:

Name (*Print*):

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Date:

Name (*Print*):

Signed:

Date: