



**GRANDE SPIRIT FOUNDATION MANAGEMENT COMMITTEE
MINUTES**

**Pleasantview Lodge, 5230 44 Ave, Spirit River
Friday August 24, 2018**

Present:

Claude Lagace	Town of Sexsmith
Judy Kokotilo-Bekkerus	Town of Beaverlodge
Denise Joudrey	Birch Hills County
Elaine Garrow	MD of Spirit River
Roxie Rutt	MD of Greenview
Clyde Blackburn	City of Grande Prairie
Alvin Hubert	Saddle Hills County
Corey Beck	County of Grande Prairie
Denise Skoworodko	Town of Spirit River

Administration:

Steve Madden	General Manager
Kelsey Edginton	Executive Assistant
Annette Simigan	Acting Finance Manager

Absent:

- 1. CALL TO ORDER**
C. Lagace called meeting to order at 10:00 am
- 2. CHANGES AND OR ADDITIONS TO AGENDA**
Add 6.4 – North Peace Housing
- 3. APPROVAL OF AGENDA**
RESOLUTION # 2486 – Moved by D. Skoworodko to accept the agenda with additions. **CARRIED**
- 4. APPROVAL OF MINUTES – Management Committee Meeting May 25, 2018**
RESOLUTION # 2487 – Moved by J. Kokotilo-Bekkerus to approve the minutes of May 25, 2018 meeting. **CARRIED**
- 5. PUBLIC INPUT/PRESENTATIONS**
- 6. NEW BUSINESS**
 - 6.1. RFD – Smoking Policy**
There have been two petitions submitted by the residents of James Manor and Dieppe Manor. 20 of 21 residents in James Manor are in favor of changing to a nonsmoking building. 46 of 71 residents in Dieppe Manor are in favor of changing to a nonsmoking building. Our current policy states that smoking is allowed in resident's suites, except for lodge residents, and Wild Rose Villas. The policy requires updating for consistency with previous board motions and operations. There are 3 option that can work to make units nonsmoking. The first option is no smoking in any building or apartment. The second option is no smoking within any building or apartment with a list of buildings. The final option is to rescind the current policy with "no smoking" listed within the rental agreements/contracts.
RESOLUTION # 2488 – Moved by C. Blackburn to approve administration to amend the current smoking policy to make all building nonsmoking effective January 1, 2019, except for previous designated smoking locations and bring back for board approval. **CARRIED**

6.2. RFD - Grandfathered Residents in Rental Scale

In 2017 a rental scale was put in place to replace the old flat rent structure. At this time the board approved grandfathering existing residents to ensure there would be no impact on those residents. This rental scale only applies to lodge residents. Clarity is needed from the board on the length of the rental scale being in place. There are currently 150 grandfathered residents, with a total of 308 lodge suites.

RESOLUTION # 2489 – Moved by E. Garrow to approve updating grandfathered rents to the rental scale effective January 1, 2020. CARRIED

6.3. RFD – Needs Assessment

There was needs assessments completed for Beaverlodge/Wembley in 2015 and for Spirit River in 2017 and a general one for Grande Spirit Foundation in 2013. An updated needs assessment is needed to assist our planning process for new facilities throughout the regional area of the Grande Spirit Foundation. There have been a few changes that support an updated need assessment. The scope of this project is expected to cover seniors and family housing throughout the Grande Spirit Foundation. Consultants have been contacted for an estimate cost for this project, and an estimate of \$55,000 has been received. The City of Grande Prairie Family Housing Department have indicated they will support this assessment with \$15,000. Remaining funds for the project recommended to be provided from the accumulated surplus account.

RESOLUTION # 2490 – Moved by A. Hubert to approve moving \$55,000 from accumulated surplus to proceed with a needs assessment for Grande Spirit Foundation. Motion was 4-4; Motion defeated

RESOLUTION # 2491 – Moved by R. Rutt to proceed with City of Grande Prairie Special Projects Grant as presented. CARRIED

RESOLUTION # 2492 – Moved by C. Beck to accept the funds offered by the City of Grande Prairie for assistance on the Needs Assessment. CARRIED

RESOLUTION # 2493 – Moved by E. Garrow to approve the allocation of \$40,000 from Accumulated Surplus to Facility Projects for the needs assessment. CARRIED

6.4. North Peace Housing

GM Madden attended the Regional CAO meeting, where auditors was a topic that they discussed. North Peace Housing wants the support from other HMB's to have an RFP for new auditors. The Grande Spirit Foundation board believes that the current auditors do not need to be changed since they are very effective with what they need to know and see when it comes to the audit.

RESOLUTION # 2494 – Moved by D. Joudrey to appoint Meyers Norris Penny as the Grande Spirit Foundation Auditor for the 2018 Audit. CARRIED

7. UNFINISHED BUSINESS:

8. CORRESPONDENCE:

8.1 Letter from Alberta Housing and Seniors

This letter is information about 120 million the government has to offer for Indigenous Housing Program. At this time the Grande Spirit Foundation doesn't see a window of opportunity for this program, but the upcoming needs assessment may identify a need for this, at a later date.

8.2 Letter from City of Grande Prairie regarding Smith Land

Information letter from the City of Grande Prairie allocating 4-5 acres to the Grande Spirit Foundation.

8.3 AHS Compliance Visit

Lakeview Compliance visit went great and they received 100% compliance.

8.4 Special Projects Funding

This is a grant the City of Grande Prairie has open to nonprofit organizations. Grande Spirit Foundation has applied to for the Needs Assessment. There has been no approval of the grant yet.

8.5 Safety Audit Letter

The 2018 External Safety Audit happened in March 2018 and Grande Spirit Foundation received a score of 96% for the Health and Safety Program. The Grande Spirit Foundation is COR certified for 3 years with an internal audit next year.

8.6 Tenant Meeting Program Policy

This is a new Act that is required for Housing Management Bodies. This is a meeting that needs to include everyone and happen as least once a year. This will need to be done for all facilities and they must have the ability for any resident, who is not able to attend, to call in for the meeting.

8.7 Letter from Saddle Hills County

This is a letter of support from Saddle Hills County for the new tub that was purchased for Pleasantview Lodge. Grande Spirit Foundation Thanks Saddle Hills County for their continuing support.

RESOLUTION # 2495 - Moved by A. Hubert to accept all correspondence as presented. CARRIED

9. REPORTS

9.1 General Manager Report

TELUS installs have been finished up at all lodges and apartments. They had a representative come to each lodge to explain how to work with Telus TV and how to get more TV packages with TELUS.

9.2 Portfolio Report

Report provided in package prior to meeting, includes turnover statistics and current resident statistics.

9.3 Finance Report

Report provided in package prior to meeting. Everything is close to what it should be for the end of July 2018.

9.4 Maintenance Report

There have been site meetings at several facilities for bid submissions. Shrubs at Lakeview are going to be planted and completion for all landscaping is scheduled for the end of August.

10. ROUND TABLE


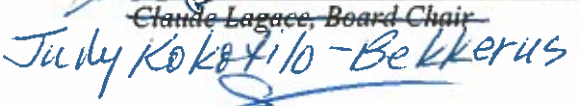
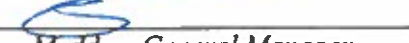
- Shrub Planting is scheduled for August 28, 2019 at 11:20 am with a BBQ to follow.
- Spirit River FCSS has a new van on the way. With this van they will be able to transport residents to and from the city. They are hoping to have the bus run 7 days a week with 3 days being guaranteed.
- The Grande Spirit Foundation Admin Office phone line extensions have changed.
- The new server is still having some issues and GM Madden is talking with someone regarding a different cloud support to help.

11. IN CAMERA

12. NEXT MEETING:

12.1 Management Committee Meeting – September 28, 2018 – Pioneer Lodge

13. ADJOURNMENT:


Claude Lagace, Board Chair

Judy Kokotilo-Belkerus, Board Vice Chair

Steve Madden, General Manager


Nov 7 / 18
Date