



**GRANDE SPIRIT FOUNDATION FULL BOARD MINUTES**  
**Lakeview, 9432 113 Ave, Clairmont**  
**Friday December 7, 2018**

Present:	Judy Kokotilo-Bekkerus Isak Skjaveland Clyde Blackburn Alvin Hubert Elaine Garrow Denise Skoworodko Denise Joudrey Joanne Chelick Corey Beck Roxie Rutt	Town of Beaverlodge Town of Sexsmith City of Grande Prairie Saddle Hills County MD of Spirit River Town of Spirit River Birch Hills County Village of Rycroft County of Grande Prairie MD of Greenview
Administration:	Steve Madden Kelsey Edginton Samantha Stuart Wes Jacobs Travis Cardinal	General Manager Executive Assistant Finance Manager Facilities Manager Facilities Coordinator
Guests:	Vivian Taylor	MNP
Absent:	Brian Peterson Cory Gundersen	Village of Hythe Town of Wembley

1. CALL TO ORDER

J. Kokotilo-Bekkerus called meeting to order at 10:00 am.

2. CHANGES AND OR ADDITIONS TO AGENDA

*Add 10.5 Advocacy Report; 10.6 Additional Meetings; 12.2 Donations*

3. APPROVAL OF AGENDA

**RESOLUTION #1157 – Moved by E. Garrow to accept the agenda with additions.**

**CARRIED**

4. APPROVAL OF MINUTES – Full Board Meeting – June 22, 2018

**RESOLUTION #1158 – Moved by S. Skoworodko to approve the minutes of June 22, 2018.**

**CARRIED**

5. ELECTION OF OFFICERS AND APPOINTMENT

S. Madden called for nominations for Board Chair.

*1. Chair: A. Hubert nominated Judy Kokotilo-Bekkerus as Chair*

*Judy accepted.*

**RESOLUTION #1159 – Moved by E. Garrow to have nominations cease and elect Judy Kokotilo-Bekkerus as Chair.**

**CARRIED**

*2. Vice Chair: C. Beck nominated Alvin Hubert as Vice Chair.*

*Alvin accepted.*

**RESOLUTION # 1160 - Moved by D. Skoworodko to have nominations cease and elect Alvin Hubert as Vice Chair.**

**CARRIED**

3. Management Committee: E. Garrow nominated Town of Beaverlodge; J. Chelick nominated MD of Spirit River; A. Hubert nominated Birch Hills County  
**RESOLUTION # 1161 - Moved by R. Rutt to have nominations cease. CARRIED**

**RESOLUTION # 1162 – Moved by C. Beck to accept nominations for Management Committee of MD of Spirit River, Birch Hills County and Town of Beaverlodge. CARRIED**

4. Friends on the Foundation: J. Kokotilo-Bekkerus, J. Chelick, and E. Garrow volunteered to be on the Friends of the Foundation Committee.  
**RESOLUTION # 1163 – Moved by A. Hubert to accept J. Kokotilo-Bekkerus, J. Chelick and E. Garrow as the Board Representatives for the Friends of the Foundation Committee. CARRIED**

5. Health and Safety Labor Management Committee: C. Beck nominated Judy Kokotilo-Bekkerus as Board Representative; E. Garrow nominated A. Hubert as the alternate.  
**RESOLUTION # 1164 - Moved by C. Beck to have nominations cease. CARRIED**

**RESOLUTION # 1165 – Moved by C. Beck to accept Judy Kokotilo-Bekkerus as the board Representative for the Health and Safety Labor Management Committee with Alvin Hubert as the alternate. CARRIED**

6. ASCHA Representative: S. Madden  
**RESOLUTION # 1166 – Moved by A. Hubert to accept S. Madden as the Board Representative for ASCHA. CARRIED**

7. Signing Authority  
**RESOLUTION # 1167 – Moved by D. Skoworodko to add Alvin Hubert to signing authority. CARRIED**

8. Labour Negotiation Committee: J. Chelick nominated Clyde Blackburn, Judy Kokotilo-Bekkerus and Elaine Garrow for the Labour Negotiation Committee.  
**RESOLUTION # 1168 - Moved by D. Skoworodko to have nominations cease. CARRIED**

**RESOLUTION # 1169 – Moved by D. Skoworodko to accept Judy Kokotilo-Bekkerus, Clyde Blackburn and Elaine Garrow as the Board Representatives for the Labour Negotiation Committee. CARRIED**

## 6. PUBLIC INPUT/PRESENTATIONS

6.1 Lakeview Audit  
*Vivian Taylor with MNP presented the Lakeview Audit to the board. In the draft documents all the costs are split between eligible and noneligible. 100 rooms are eligible with 50 rooms as noneligible. The non-eligible rooms were to be funded by the Grande Spirit Foundation. The gazebo and garage are considered noneligible as they were not part of the original proposal. The total cost of the Lakeview project was \$41,812,653, which includes the land that was donated and any land costs. The Rural Lodge Renewal Initiative Grant was over spent by \$1,800,000. On the cover page of the draft audit, the name will be including in brackets Lakeview Seniors Project.*

## 7. NEW BUSINESS

## 8. UNFINISHED BUSINESS:

8.1 RFD – Smoking Policy  
*The draft smoking policy was reviewed by the Management Committee in August and October. It was approved but it is needing Full Board ratification. The revised policy states that all buildings, including suites, will be nonsmoking, except for previous designated smoking areas, for new residents as of January 1, 2019 and for current residents as of May 1, 2019.*  
**RESOLUTION # 1170 – Moved by R. Rutt to approve the Smoking Policy as received. CARRIED**

## 8.2 2019 Meeting Dates

*This is the list of meeting dates for 2019. There might be changes to some of the meeting dates to accommodate conferences during the year. All the meeting dates will be forwarded to any municipal assistants needing them for the calendars.*

**RESOLUTION # 1171 – Moved by C. Beck to accept the 2019 Meeting Dates as presented. CARRIED**

**8.3 RFD – Bulkhead Tenders**

*Grande Spirit Foundation received full funding from the province to complete the bulkhead installation. This is to assist in the aesthetic look of the newly installed fire sprinkler systems at Heritage Lodge, Pioneer Lodge, Pleasantview Lodge and Wild Rose Manor. a tender was posted in Alberta Purchase Connection and there were three bidder packages received. Our engineers reviewed the packages and provided recommendation to accept the compliant bid from Zinterer Construction Ltd. The amount is under the budgeted amount within the grant.*

**RESOLUTION # 1172 – Moved by I. Skjaveland to accept the bid from Zinterer Construction Ltd. and approve administration to enter into a contract agreement in the amount of \$454,196 to complete the Sprinkler Soffit Installation. CARRIED**

**9. CORRESPONDENCE:**

**9.1 2019-2021 Business Plan Letter from Alberta Seniors and Housing**

*Letter is from Alberta Seniors and Housing regarding the submission of the 2019-2021 business plan. They reviewed the submission in June of 2018. In the letter it states there is an amendment required for the Schedule "A" of our Ministerial Order, which administration is working on adding Lakeview.*

**9.2 2017 Audit Letter from Alberta Seniors and Housing**

*Letter is from Alberta Seniors and Housing regarding the 2017 audited financial statements. The letter is comments back to Grande Spirit Foundation with their findings. In 2.2 of the letter it states that we must recover 80% of electricity costs for the entire building to a maximum of \$50 per unit, which we are recovering that \$50 per unit.*

**9.3 Alberta Seniors and Housing Energy Efficiency Alberta**

*Administration has applied for this program for a variety of projects. If it is approved administration will need to get an energy audit started on the approved buildings.*

**9.4 Municipal Appointments**

*These are the letters that administration has received so far from municipalities to let us know who has been appointed to our board during their organizational meeting.*

**RESOLUTION # 1173 – Moved by C. Blackburn to accept all correspondence as presented. CARRIED**

**10. REPORTS**

**10.1 General Manager's Report**

*Report provided in package prior to meeting. This is annual summary of 2018. Lakeview is almost full, has had some update items that were not in the original planning and were completed in 2018; this includes electrical, water pressure, landscaping, staffing and technology updates. Telus has completed all of their work in Wild Rose Manor/Villa, Pioneer Lodge and Heritage Lodge. There has been a resident that has completed the required application for Medical Assistance in Dying(MAID) through Alberta Health Services. This is a new experience for the staff at the lodge accommodating this. Administration is working with the manager and has contacted the union as well. Grande Spirit Foundation received funds from the estate of a person in our community. This request was to have the funds go towards something that will directly assist senior's living. This money has been directed to the Friends of the Foundation for purchases items. There are still discussions with Alberta Seniors and Housing regarding the units in Debolt. The MD of Greenview is working with Alberta Seniors and Housing to purchase and move the units to land that is available to them. The MD of Spirit River is purchasing a bus that will be running 3 days a week to the city. They will be working with the County of Grande Prairie, Town of Sexsmith and the City of Grande Prairie to accommodate stops. Administration has been looking at a new housing software and has been in contact with other housing management bodies regarding the program.*

**10.2 Portfolio Report**

*Report provided in package prior to meeting, reports with turnover statistics and current resident statistics. There has been a lot of quick turnovers this year, except for a few units that have needed major renovations. Lakeview is over 90% full, with only 12-14 units available.*

**10.3 Financial Report**

*Report provided in package prior to meeting, reports with budget information. Utilities have been on the lower side this year due to a change in providers. Revenue is up on the provincial side, with maintenance up over all.*

*Lodge is on the higher side for the end of October 2018. Everything else is looking great for the rest of the year.*

**10.4 Maintenance Report**

*Report was provided in package prior to the meeting. This is an annual summary of the projects done in 2018. There were sidewalk upgrades to Sunshine Plaza in LaGlance and Sunset Homes in Sexsmith. The maintenance team completed 1260 workorders in 2018, among those are the annual inspections. The Facilities Manager and Coordinator are very proud of their staff for all their hard work this year.*

**10.5 Advocacy Report**

*The G5 municipalities went to Edmonton to meet with the Minister of Seniors and Housing Lori Sigirdson regarding the new Spirit River Lodge. There was good support from the Minister with no definite time line or approval of the project. There is a good chance it will be approved but with the provincial elections coming up, there is a chance of it being approved before then.*

**10.6 Additional Meetings**

*The Board Chair and the General Manager met with Alberta Seniors and Housing to discuss Debolt Units, The selling of the houses in Sexsmith and the G5 project. They also met with members of ASCHA to discuss the coming year and they were provided folders of information, which the board has received.*

**RESOLUTION # 1174 – Moved by J. Chelick to accept all reports as presented. CARRIED**

**11. ROUND TABLE**

**12. IN CAMERA**

**RESOLUTION # 1175 – Moved by D. Skoworodko to move In Camera at 11:40 am. CARRIED**

**12.1 Personnel**

**RESOLUTION # 1176 – Moved by D. Joudrey to approve the Chairman sign the General Manager renewal agreement as discussed in camera. CARRIED**

**12.2 Donations**

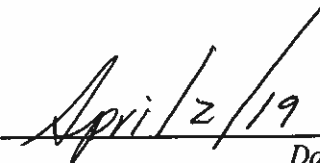
**RESOLUTION # 1177 – Moved by E. Garrow to move out of In Camera at 11:58 am. CARRIED**

**13. NEXT MEETING:**

**13.1 Management Committee Meeting – January 26, 2018 – Heritage Lodge**

**14. ADJOURNMENT: Adjourned at 12:01 pm**

  
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Judy Kokofilo-Bekkerus, Board Chair

  
\_\_\_\_\_  
Date

  
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Steve Madden, General Manager