



**GRANDE SPIRIT FOUNDATION MANAGEMENT COMMITTEE  
MINUTES**

**Lakeview, 9432 113 Ave, Clarimont AB  
Friday April 27, 2018**

**Present:** Claude Lagace Town of Sexsmith  
Judy Kokotilo-Bekkerus Town of Beaverlodge  
Denise Joudrey Birch Hills County  
Elaine Garrow MD of Spirit River  
Denise Skoworodko Town of Spirit River  
Clyde Blackburn City of Grande Prairie  
Alvin Hubert Saddle Hills County

**Administration:** Steve Madden General Manager  
Kelsey Edginton Executive Assistant  
Nana Debra Finance Manager  
Wes Jacobs Facilities Manager

**Absent:** Roxie Rutt MD of Greenview  
Corey Beck County of Grande Prairie

1. CALL TO ORDER  
C. Lagace called meeting to order at 10:00 am
2. CHANGES AND OR ADDITIONS TO AGENDA  
*Add 6.4 Sea-can Project, 7.3 Alberta Health Services DSL4 Lakeview, 7.4 G5 Update, 7.5 Telus Update and 7.6 Lawsuit Update*
3. APPROVAL OF AGENDA  
**RESOLUTION # 2456 – Moved by A. Hubert to accept the agenda with additions. CARRIED**
4. APPROVAL OF MINUTES – Management Committee Meeting January 26, 2018  
**RESOLUTION # 2457 – Moved by E. Garrow to approve the minutes of January 26, 2018. CARRIED**
5. PUBLIC INPUT/PRESENTATIONS  
5.1 Audited Financial Report 2018 – Vivian Taylor from MNP  
*Vivian Taylor from MNP presented the board with the audited financial statements. Financial statements show Lodge accumulated surplus is \$2.3M.*  
**RESOLUTION # 2458 – Moved by E. Garrow to accept the 2017 Audited Financial Statements as presented. CARRIED**
6. NEW BUSINESS  
6.1. 2017 Annual Report  
*Administration has updated the Annual Report for 2017 and provided a draft copy for the board. There is a total of 1746 residents which is expected to grow to roughly 1900 when Lakeview is full.*  
**RESOLUTION # 2459 – Moved by C. Blackburn to approve the 2017 Annual Report as presented.**

6.2. RFD – Rent Supplement, City of Grande Prairie

*The City of Grande Prairie received funds in 2008 to help assist with affordable housing in the city. The focus of these funds was for barrier free living, with Hearthstone Manor having 9 barrier free units. The City of Grande Prairie housing division would like to transfer \$177,477 of the funds they received to Grande Spirit Foundation to provide subsidized barrier free units. These funds are expected to help these barrier free units for 15 years.*

**RESOLUTION # 2460 – Moved by E. Garrow to approve entering agreement with the City of Grande Prairie to accept \$177,477 for support the barrier free units at Hearthstone Manor and administration to send a letter to the City of Grande Prairie annually, which will include investment changes regarding the Rent Supplement program.** **CARRIED**

6.3. RFD – Need Assessment – Verbal

*With the City of Grande Prairie approaching GSF and land available for a facility, there has been a question around a needs assessment. There was a needs assessment done for Beaverlodge and Wembley in 2015 but there needs to be one done for the City of Grande Prairie and area. The needs assessment would cover the need for family housing, seniors housing and DSL4 beds. GSF would like to have a partnership with the City of Grande Prairie to complete this.*

**RESOLUTION # 2461 – Moved by D. Skoworodko to approve administration to investigate the cost for a Grande Spirit Foundation wide needs assessment in partnership with the City of Grande Prairie.**

**CARRIED**

6.4. Seacan Project

*The Town of Sexsmith was approached about building affordable housing with seacans. Alberta Seniors and Housing is working with CMHC to create more affordable housing and reviewing an application for a project in Sexsmith. Should this proceed, it will be something that multiple organizations would work together on including GSF and Alberta Seniors and Housing.*

7. UNFINISHED BUSINESS:

7.1 RFD – Sexsmith Family Housing Surplus Declaration

*At the January 15, 2018 meeting, the board reviewed the appraisals of the six (6) Sexsmith Family Housing properties and requested that administration follow up with Alberta Seniors and Housing to determine the required protocol to proceed with the sale of these houses. The first step in the sale of these houses is a surplus declaration via a board motion. Administration will be sending Alberta Seniors and Housing the reasons for declaring these units as surplus along with the board motion and the letter from the Town of Sexsmith.*

**RESOLUTION # 2462 – Moved by A. Hubert to declare the following six (6) houses in Sexsmith, currently owned by the Province of Alberta, as surplus properties; 10121 99 Street, 9302 100 Avenue, 9601 91 Street, 9709 98 Avenue, 9716 91 Street and 9805 91 Street.** **CARRIED**

7.2 Amisk Court Final Drawings

*The final drawings for Amisk Court were reviewed by the board. At the January 15, 2018 meeting the board asked administration to send a letter to Alberta Housing and Seniors to ask why the Amisk Court expansion was scored so low. The letter was sent, and ABH&S stated that the information on scoring will be available for viewing on their website at a future date.*

**RESOLUTION # 2463 – Moved by J. Kokotilo- Bekkerus to accept the Amisk Court Final drawings as information.** **CARRIED**

7.3 Alberta Health Services DLS4 Lakeview

*Administration received confirmation from engineers that Lakeview is a level C and will not be compatible for DSL4 care. Administration would like to contact Alberta Seniors and Housing to determine how GSF can get Lakeview from a Level C to B3 to accommodate DSL4.*

**RESOLUTION # 2464 – Moved by A. Hubert for administration to contact Alberta Seniors and Housing about an assessment to determine what needs to be done to Lakeview to accommodate DSL4.** **CARRIED**

7.4 G5 Update

*The G5 group met and agreed together that the group is unified in supporting Grande Spirit Foundation as lead on this project.*

**RESOLUTION # 2465 – Moved by D. Joudrey to accept G5 Update as information.** **CARRIED**

#### 7.5 Telus Update

*Contracts have been signed with Telus for services at Lakeview, Wild Rose Manor, Heritage and Pioneer. Work on Lakeview is expected to wrap up in August. Telus has been very good to deal with to date.*

**RESOLUTION # 2466 – Moved by E. Garrow to accept Telus Update as information. CARRIED**

#### 7.6 Lawsuit Update

*A lawsuit was started when the construction of Lakeview was happening. There was confusion within the subtrades, but all has been settled and GSF has been nullified. There will be a follow up with Municipalities from the Lawyers.*

**RESOLUTION # 2467 – Moved by D. Skoworodko to accept Lawsuit Update as information.**

**CARRIED**

#### 7.7 Letter from Club in Wembley

*A letter was received from the Silver and Gold Club of Wembley asking for a seniors facility to be built there. Administration will investigate the needs assessment that was done for Wembley and Beaverlodge and then send a letter back to the club.*

**RESOLUTION # 2468 – Moved by E. Garrow to send a letter back to the Silver and Gold Club of Wembley regarding their request. CARRIED**

### 8. CORRESPONDENCE:

#### 8.1 Friends of the Foundation Activity Dates

*Friends of the Foundation is holding their annual Golf Tournament on June 2, 2018 at the Morningview Park Golf Course. They are still looking for door prizes and silent auction items.*

#### 8.2 Carbon Levy Letter

*The Government of Alberta has put in place a ministerial order stating tenants of all housing programs, with the exception of Direct to Tenant, are required to pay 30 percent of their carbon levy rebate. This will be factored into their rent and paid monthly. This will begin during annual income reviews.*

#### 8.3 Hythe & District Pioneer Homes Advisory Committee

*A letter to Hythe & District Pioneer Homes Advisory Committee was hand delivered along with a cheque in March.*

#### 8.4 Capital Grant

*Alberta Social Housing Corporation and GSF signed an agreement in January 2017 for a grant of \$1.03M. This agreement has been amended to add an additional \$286,000. Some of this money has already been spent on capital items such as Nurse Call System, Control Panels and Telus.*

#### 8.5 315 Rule Procedure

*There have been previous discussions regarding the 315 rule and how to handle it. After talking to other Housing Management Bodies, it has been determined that should be handled through administration.*

#### 8.6 Special Needs Capital Grant

*Grande Prairie Residential Society has been approved for the Special Needs Capital Grant at \$230,000. This will go to new furnaces and hot water tanks.*

**RESOLUTION # 2469 – Moved by J Kokotilo-Bekkerus to accept correspondence as presented.**

**CARRIED**

### 9. REPORTS

#### 9.1 General Manager Report

*Report was provided in the package prior to the meeting. There has been an increase of move in at Lakeview. Dean Lussier from Alberta Health Services and the MD of Greenview visited Debolt to discuss options for the facility.*

#### 9.2 Portfolio Report

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

#### 9.3 Finance Report

*Report was provided in the package prior to the meeting. Quarter one is good and on budget.*

9.4 Maintenance Report

*Annunciators have been completed at Pioneer, Heritage and Wild Rose Manor. Boiler Tender has been verbally confirmed as complete. Smoke/Heat detectors are scheduled to finish in May 2018.*

**RESOLUTION # 2470 – Moved by C. Blackburn to accept reports are presented.**

**CARRIED**

10. ROUND TABLE

11. IN CAMERA

12. NEXT MEETING:

12.1 Management Committee Meeting – May 25, 2018 – Heritage Lodge

13. ADJOURNMENT:

  
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Claude Lagace, Board Chair

*June 29/18*  
\_\_\_\_\_  
Date

  
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Steve Madden, General Manager