



GRANDE SPIRIT FOUNDATION MANAGEMENT COMMITTEE  
MINUTES

Admin Office, 9505 102 Ave, Grande Prairie  
Monday January 15, 2018

Present: Claude Lagace Town of Sexsmith  
Clyde Blackburn City of Grande Prairie  
Judy Kokotilo-Bekkerus Town of Beaverlodge  
Elaine Garrow MD of Spirit River No.133  
Denise Skoworodko Town of Spirit River  
Denise Joudrey Birch Hills County  
Corey Beck County of Grande Prairie  
Alvin Hubert Saddle Hills County

Administration: Steve Madden General Manager  
Kelsey Edginton Executive Assistant

Absent: Roxie Rutt MD of Greenview

1. CALL TO ORDER

C. Lagace called meeting to order at 10:00 am.

2. CHANGES AND OR ADDITIONS TO AGENDA

3. APPROVAL OF AGENDA

**RESOLUTION #2426 – Moved by D. Skoworodko to accept the agenda as presented. CARRIED**

4. APPROVAL OF MINUTES – Management Committee Meeting – October 27, 2017

**RESOLUTION #2427 – Moved by J. Kokotilo-Bekkerus to approve the minutes of the October 27, 2017 meeting. CARRIED**

5. PUBLIC INPUT/PRESENTATIONS

6. NEW BUSINESS

6.1. Health and Safety Policy

*Administration presented the Board with the updated Health & Safety Policy for 2018.*

**RESOLUTION # 2428 – Moved by A. Hubert to approve the 2018 Health & Safety Policy. CARRIED**

6.2. Hythe Agreement

*Discussion regarding the Hythe & District Pioneer Homes Advisory Committee asking GSF for a requisition of \$49,452.21. They also discussed the agreement that is currently in place.*

**RESOLUTION # 2429 – Moved by C. Blackburn to invite Hythe & District Pioneer Homes Advisory Committee to next Management Committee Meeting, January 26, 2018, to discuss the Agreement and Requisition. CARRIED**

6.3. RFD – Mortgage Renewals

*There are two mortgages up for renewal in 2018; Wildrose Villa and the Family Housing Office. The mortgage payments are approved budgeted expenditures and will be less than previously budgeted for 2018 at this rate.*

*A 5 year renewal allows for future budgeting consistency.*

**RESOLUTION # 2430 – D. Skoworodko to approve mortgage renewals for Wild Rose Villa and Family Housing Office with RBC at 5 year – 3.02%. CARRIED**

6.4. RFD – Furnaces and Hot Water Tanks

*A tender package was completed, advertised and closed in November 2017. The tender was for the replacement of four furnaces and five hot water tanks for provincially owned family housing units. There was one bidder, G & M Plumbing with a bid of \$28,700. These furnace and hot water tank replacements were approved for provincial grant funding in 2017 through the business plan that is submitted yearly, highlighting property items requiring upgrading or replacement.*

**RESOLUTION # 2431 – Moved by J. Kokotilo-Bekkerus to approve awarding a contract to G&M Plumbing in the amount of \$28,700 for the replacement of four furnaces and five hot water tanks for provincially owned family housing units.**  
**CARRIED**

6.5. AMSC Gas

*AMSC presented a four year program for Grande Spirit Foundation. The rate for the four year, 2019, 2020, 2021, 2022, contract will be cheaper than what the GSF currently pays.*

**RESOLUTION # 2432 – Moved by A. Hubert to approve the Gas Aggregation Program for the Grande Spirit Foundation.**  
**CARRIED**

6.6. RFD – Seniors Assisted Living Facility – Central Peace Region

*Grande Spirit Foundation received a request from the Central Peace Region Membership, G5, to submit an amendment to our business plan to include a new seniors facility for capital funding and for GSF to become lead on this project. The G5 group hired a consultant to complete a Seniors Housing Needs Assessment for the Spirit River area. The report was completed and presented to the GSF board in the fall. The report indicated the need for long term SL2, SL3, SL4 and SL4D beds in the G5 region. They have indicated they have lands available within the Town of Spirit River to support this project and are hoping to proceed in 2018 with a request to the province.*

**RESOLUTION #2433 – Moved by J. Kokotilo-Bekkerus to approve the amendment to the Grande Spirit Foundation 2017 Business Plan for the inclusion of a new seniors facility in Spirit River and to resubmit to the Province.**  
**CARRIED**

**RESOLUTION # 2434 – Moved by E. Garrow to accept the Grande Spirit Foundation acting as lead for the Seniors Assisted Living Facility in the Central Peace Region.**  
**CARRIED**

**RESOLUTION # 2435 – Moved by C. Beck to approve of administration investigating of pricing for a shovel ready seniors facility in Spirit River.**  
**CARRIED**

7. UNFINISHED BUSINESS:

7.1 RFD – 59 McAlpine Crescent

*At the December 1, 2017 Full Board meeting, administration informed the board of this property's vacancy with a recommendation to sell and utilize the sale proceeds within the rent subsidy program, as per the agreement with Alberta Social Housing Corporation, administered by our Family Housing Department. After doing a recent search for rental properties in and around the Spirit River area, it was identified that there are several rentals located in Spirit River, rentals in Rycroft and one in Wanham. The cost of rent varies for each house, with the lowest being \$700 and highest being \$1400. Currently GSF does not have families on the waitlist for this unit; there are seniors (+65yrs) on the waitlist. Generally families are given priority for this social housing opportunity.*

**RESOLUTION # 2436 – Moved by E. Garrow to accept this item as information.**  
**CARRIED**

7.2 RFD – Sexsmith Houses

*At the December 1, 2017 Full Board meeting, the board requested the Sexsmith SFH's have appraisals completed to determine the value of the homes. The appraisals were completed by Biegel & Perra Appraisals on December 15, 2017 with the combined total of the houses being \$1.368 million. Five of these units are single family homes with three bedrooms, with one having five bedrooms. These houses are currently occupied and there is a waitlist of six families interested in housing in Sexsmith. Possible options, using the proceeds from the sales of the units include a purchase of a multifamily building with equal or greater number of units or construction of new units in replacement of the six homes using the proceeds from the sale of the six units.*

**RESOLUTION # 2437 – Moved by A. Hubert to direct administration to work with Alberta Seniors and Housing to bring back agreement information and future options for the sale of the Sexsmith family housing units.**  
**CARRIED**

**RESOLUTION # 2438 – Moved by A. Hubert to direct administration to work with the Town of Sexsmith on a location for any new development. CARRIED**

**7.3 Amisk Court Expansion Update**

*General Manager Madden received correspondence that the Amisk Court Expansion was not approved for the 2018 provincial funding; this capital project scored 30 out of 100. Bennett Architect has the final designs available.*

**RESOLUTION # 2439 – Moved by J. Kokotilo-Bekkerus to approve administration to investigate the scoring and accept this as information. CARRIED**

**8. CORRESPONDENCE:**

**8.1 Community Living Committee**

**RESOLUTION # 2440 – Moved by C. Blackburn to accept all correspondence as presented.**

**CARRIED**

**9. REPORTS**

**9.1 General Manager's Report**

*TELUS has expressed interest to install a TV system. They would like to work with high speed fiber and will require install of a new fiber line to Lakeview. They also requested consideration to install fiber into Wildrose Manor, Heritage Lodge and Pioneer Lodge. They are currently review each site and will be getting information back to GSF in the next few weeks. General Manager Madden and Chair Lagace met with Visionary Concepts Ltd. They currently hold land directly beside James Manor Seniors Apartments. They are interested in building another Seniors Apartment similar to James Manor within these lands and also expressed interest in having GSF be future manager of the new facility. Visionary Concepts Ltd. visited Lakeview and James Manor to provide concept ideas. Visionary Concepts is open to first right of refusal should GSF or Province wish to pursue the purchase of these lands.*

**RESOLUTION # 2441 – Moved by D. Joudrey to approve administration to write a letter to Visionary Concepts Ltd regarding the lands beside James Manor and the first right of refusal. CARRIED**

**9.2 Portfolio Report**

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

**9.3 Maintenance Report**

**RESOLUTION # 2442 – Moved by J. Kokotilo-Bekkerus to accept all reports as presented, excluding Maintenance Report. CARRIED**

**10. ROUND TABLE**

**11. IN CAMERA**

**RESOLUTION # 2443 – Moved In Camera by E. Garrow at 10:10 am. CARRIED3**

**RESOLUTION # 2444 – Moved out of In Camera by E. Garrow at 10:50 am. CARRIED4**

**12. NEXT MEETING:**

**12.1 Management Committee Meeting – January 26, 2018 – Lakeview**

**13. ADJOURNMENT:**

**RESOLUTION # 2445 – Moved by C. Beck to adjourn the meeting at 12:05 pm. CARRIED5**

  
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Claude Lagace, Board Chair

  
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Date

  
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Steve Madden, General Manager