



GRANDE SPIRIT FOUNDATION MANAGEMENT COMMITTEE
MINUTES

Lakeview, 9432 113 Ave, Clarimont AB
Friday May 25, 2018

Present:	Claude Lagace Judy Kokotilo-Bekkerus Denise Joudrey Elaine Garrow Roxie Rutt Clyde Blackburn Alvin Hubert Karen Rosvold	Town of Sexsmith Town of Beaverlodge Birch Hills County MD of Spirit River MD of Greenview City of Grande Prairie Saddle Hills County County of Grande Prairie
Administration:	Steve Madden Kelsey Edginton Nana Debra	General Manager Executive Assistant Finance Manager
Absent:	Denise Skoworodko Wes Jacobs	Town of Spirit River Facilities Manager
Guest:	Gary Gordon Robert Bennett	Gordon & Associates Consulting Services Bennett Architect Inc

1. CALL TO ORDER
C. Lagace called meeting to order at 10:00 am
2. CHANGES AND OR ADDITIONS TO AGENDA
Add 6.7 – RFD – Pleaseantview Make Up Air Furnaces
3. APPROVAL OF AGENDA
RESOLUTION # 2471 – Moved by R. Rutt to accept the agenda with additions. CARRIED
4. APPROVAL OF MINUTES – Management Committee Meeting April 27, 2018
RESOLUTION # 2472 – Moved by E. Garrow to approve the minutes of April 27, 2018. CARRIED
5. PUBLIC INPUT/PRESENTATIONS
5.1 G5 New Seniors Facility – Gary Gordon & Robert Bennett
Robert Bennet of Bennett Architect Inc and Gary Gordon of Gordon and Associates Consulting Services presented the business case and architectural drawings to the board. There are three designs that are shown on different possibilities with all facilities with each one has a secured dementia wing. They are all two-story buildings that will have a secured garden. In the business case the financial revenue and expense projections are based on the 2019 GSF budget.
6. NEW BUSINESS
6.1. RFD – 2019 – 2021 Draft Business Plan
This is a draft copy of the business plan that needs to be sent out by June 30, 2018. There will some slight changes to the finance part of this with the approval of the draft budget.
RESOLUTION # 2473 – Moved by J. Kokotilo – Bekkerus to accept the draft business plan as presented. CARRIED

6.2. RFD - Pleasantview Bathtub

This was circulated via email before the meeting Pleasantview Lodge is needing a new tub due to repairs required that would need a specialized tech to complete. The bathtub has had poor servicing via the current servicing contract over the last year. Charis Medical agreed to extend the same price for the tub as we received in the process for the Lakeview tub and has indicated a 4-6 week delivery and install period.

RESOLUTION # 2474 – Moved by E. Garrow to approve the purchase of the bathtub for \$33,800 as provided by Charis Medical using funds from accumulated surplus. CARRIED

6.3. RFD – 2019 Draft Budget

This is the anticipated budget for 2019 and broken down by lodge. For 2018 there was a municipal requisition of \$1.11 million which represents a 5% increase from 2017. The lodge accumulated surplus on December 31, 2017 is at \$2.2 million. Minimum seniors income (pension) increased to \$1,750/month for single and \$2,659/month for couple. Lakeview budgeted operating deficit is approximately \$362,000 for 2019. Lakeview will not be at the start of 2019 based on current trends. Looking at a cost of living increase of \$10/month.

RESOLUTION # 2475 – Moved by A. Hubert to approve a \$10 Cost of Living Increase for 2019.

CARRIED

RESOLUTION # 2476 – Moved by E. Garrow to approve a 5% municipal requisition increase for 2019.

CARRIED

RESOLUTION # 2477 – Moved by J. Kokotilo – Bekkerus to approve moving \$362,000 from reserves to operating. CARRIED

6.4. RFD – Clairmont Family House Surplus Declaration

GSF currently owns and manages a duplex in Clairmont. This property is occupied by Mountain Plain Community Services who use it to house youth in need. Mountain Plains has contacted GSF administration to request purchase of this property. Mountain Plains has an appraisal completed with a market value of \$255,000.

RESOLUTION # 2478 – Moved by R. Rutt to approve the sale of the Clairmont Family House to Mountain Plains Community Services for market value. CARRIED

RESOLUTION # 2479 – Moved by A. Hubert to approve the direct proceeds from the sale to be put in reserves for Family Housing. CARRIED

6.5. RFD – WCB PIR Program

Each year WCB reviews claims and safety programs to determine an estimate refund payment for the future year. For several years WCB has repaid GSF due to our low injury claims and high support to a safety program. This year's refund is \$7,600.85. Each year administration requests that these funds be put back into employee appreciation items such as clothing articles or a dinner.

RESOLUTION # 2480 – Moved by E. Garrow to approve the WCB refund of \$7,600.85 to be redirected to a staff appreciation item. CARRIED

6.6. RFD – New Spirit River Seniors Facility

The board reviewed the presentation from Mr. Gordon and Mr. Bennett. Once the reports are accepted they will be sent to the Province as part of our business plan amendment for 2018 and will be included in the 2019-2021 business plan which will be submitted in June of this year.

RESOLUTION # 2481 – Moved by C. Blackburn to accept the business case and architect report as presented. CARRIED

RESOLUTION # 2482 – Moved by E. Garrow to approve adding the New Spirit River Seniors facility to the 2019-2021 Business Plan. CARRIED

6.7. RFD – Pleasantview Make Up Air Furnaces

Pleasantview Lodge was approved by the province for capital funding to replace two make up air furnaces. These furnaces are vital to proper air flow function for the building. This project was posted on Alberta Purchasing website and received one bid from NuWave to supply and install the two make up air furnaces.

RESOLUTION # 2483 – Moved by E. Garrow to approve NuWave Contracting to supply and install two (2) make up air furnaces for Pleasantview Lodge for \$59,226.30. CARRIED

7. UNFINISHED BUSINESS:

8. CORRESPONDENCE:

8.1 County of Grande Prairie Seniors and Special Needs Transportation Grant
GSF has been approved for the Seniors and Special Needs Transportation Grant from the County of Grande Prairie for \$15,000. This increased from 2017 by \$3,000.

8.2 Letter from G5.

The board received a letter from the G5 municipalities expressing which facility option they would like to see for the new facility. It also asks for the board to consider incorporating a day care in to the final design plan, along with the possibility of connecting Grandevue Estates with the new facility.

RESOLUTION # 2484 - Moved by D. Joudrey to accept all correspondence as presented. CARRIED

9. REPORTS

9.1 General Manager Report

Report provided in package prior to the meeting with highlights around the Telus installation, Lakeview landscaping and annual assessments.

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 on budget for the end of April 2018.

9.4 Maintenance Report

Report provided in package prior to meeting. The fire sprinkler system annunciators are now complete in all facilities. The province has provided additional funding for bulkhead installations.

RESOLUTION # 02485 – Moved by E. Garrow to accept all reports as presented. CARRIED

10. ROUND TABLE

11. IN CAMERA

12. NEXT MEETING:

12.1 Management Committee Meeting – June 22, 2018 – Amisk Court

13. ADJOURNMENT:



Claude Lagace, Board Chair



Judy Kokotilo-Bekkerus
Board Vice Chair



Steve Madden, General Manager



Date