



**GRANDE SPIRIT FOUNDATION MANAGEMENT COMMITTEE
MINUTES**

**Pioneer Lodge, 9508 100 Avenue, Grande Prairie
Friday August 23, 2019**

Present:	Judy Kokotilo-Bekkerus Denise Joudrey Elaine Garrow Denise Skoworodko Isak Skjaveland Roxie Rutt Kristen Smith (alternate) Karen Rosvold (alternate)	Town of Beaverlodge Birch Hills County MD of Spirit River Town of Spirit River Town of Sexsmith MD of Greenview Saddle Hills County County of Grande Prairie
Administration:	Steve Madden Kelsey Edginton Samantha Stuart	General Manager Executive Assistant Finance Manager
Absent:	Chris Thiessen	City of Grande Prairie

1. CALL TO ORDER

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

2. CHANGES AND OR ADDITIONS TO AGENDA

Add 6.4 ASCHA Board Member, 8.3 Athabasca University Hall of Fame and 11.2 Item 2.

3. APPROVAL OF AGENDA

RESOLUTION # 2554 – Moved by E. Garrow to accept the agenda with additions, as presented.

CARRIED

4. APPROVAL OF MINUTES – Management Committee May 24, 2019

RESOLUTION # 2555 – Moved by D. Skoworodko to approve the minutes of May 24, 2019 meeting.

CARRIED

5. PUBLIC INPUT/PRESENTATIONS

6. NEW BUSINESS

6.1. RDF – Seniors Apartment Rent Ceilings

Each year the maximum basic rent for the provincial seniors apartments must be established and reviewed. When calculating the rent, which is 30% of their income, if that 30% is higher than the maximum then the rent ceiling is used. Eaglesham and LaGlace show a high HIL amount but that is not used when considering the rent ceiling since it is so much higher than the rest.

RESOLUTION # 2556 – Moved by K. Smith to approve the 2020 Senior's Apartment Rent Ceilings as presented.

CARRIED

6.2. RFD – Future Meeting Dates

There are currently some scheduling conflicts with the September and November meeting dates, as there usually is in the fall due to conventions. Administration is suggesting moving the September Management Committee Meeting from September 27 to September 20 and moving the November Full Board Meeting from November 22 to November 21.

RESOLUTION # 2557 – Moved by I. Skjaveland to approve moving the September Management Committee Meeting

CARRIED

6.3. RFD – Assistance Request for Parkside

The City of Grande Prairie has approached the Grande Spirit Foundation to help with property management on the Parkside Inn. The Parkside Inn has been turned in to housing for those who are transition from homelessness or are hard to house for other reasons, with Northreach providing 24/7 assistance. The request is asking for assistance in the maintenance department and with delivering eviction notices due to nonpayment of rent. GSF's Family Housing Manager thinks this will be an amazing opportunity for both the City of Grande Prairie and the Grande Spirit Foundation. The agreement that has been draft for the request is only for a short-term period, March 2020. If any evictions were to be served, the Grande Spirit Foundation staff member would be accompanied by a Northreach staff member. Any maintenance issues that are identified will be contracted out and GSF staff will not need to go to the units. Grande Spirit Foundation has the resources to support this, with the board approval.

RESOLUTION # 2558 – Moved by R. Rutt to approve Grande Spirit Foundation enter into an agreement to provide maintenance coordination and administrative support to rental agreements. CARRIED

RESOLUTION # 2559 – Moved by D. Skoworodko to approve the Grande Spirit Foundation Board Chair and General Manager to review and sign the agreement. CARRIED

6.4. ASCHA Board Member

Alberta Seniors Communities and Housing Association (ASCHA) has a vacancy on their board. This would be a good opportunity to be more involved with the senior housing side of Grande Spirit Foundation. Any expense for attending meetings would be covered by ASCHA. The deadline to apply is September 30, and GM Madden will send out more information for this position. This will be brought back to the next Management Committee meeting since some interest has been shown.

7. UNFINISHED BUSINESS:

7.1 RFD – Resident Personal Affairs Policy

There is currently a conflict of interest policy for Grande Spirit Foundation, however, accommodation standards inspectors have identified that better clarity is required for Residents Personal Affairs. Staff have drafted the policy using language directly from Accommodation Standards and have shared that draft with the inspectors to ensure consistency. This policy is not expected to negatively impact any business functions, the intention is to ensure GSF is clear on personal affairs. The updated conflict of interest policy will be brought back to the next management committee meeting.

RESOLUTION # 2560 – Moved by E. Garrow to approve the draft Residents Personal Affairs policy as presented. CARRIED

8. CORRESPONDENCE:

8.1 Seniors Income Amount July – September 2019

These are the updated income amount for seniors for July to September 2019. The disposable income is still currently \$322 with changes coming in January 2020.

8.2 AHS Review

This is an opportunity that Alberta Health Services has given for feedback on all their services.

8.3 Athabasca University Hall of Fame

GM Madden has been inducted in to Athabasca University's Hall of Fame. There was an email that was sent to all board members with information on this. The would like to say thank you and how much the board appreciates all the hard work GM Madden has put in.

RESOLUTION # 2561 – Moved by K. Rosvold to accept correspondence as presented. CARRIED

9. REPORTS

9.1 General Manager Report

The report for this meeting is quite long since there were no meetings in July. The Ministers Service Award is being held at Lakeview on September 16, 2019. One very dedicated volunteer has been nominated but there has been no word if she was chosen or not. In July there was a truck stolen from Amisk Court. Insurance has paid out for the truck. In 2020 there has been two trucks allocated for replacement. There will need to be 3 trucks purchased and proceed with a bidding process for these. On Friday, August 16, after the General Manager report was written and submitted, it was brought forward that Dieppe Manor has another outbreak of bed bugs again. Dieppe Manor has been treated and a follow up will be in 6 months to confirm there are no more bugs.

9.2 Portfolio Report

A lot of turnovers, with Lakeview being very close to being full. There has been a total of 1235 volunteer hours from January 1, 2019 to August 21, 2019.

9.3 Finance Report

Lodge should be at 59%, with revenue being high, utilities are low. Maintenance is on the high side due to Lakeview, but this has been budgeted for 2020. Food and Housekeeping are on track. On the provincial side everything is looking good. Utilities are low with food, housekeeping and maintenance on par.

9.4 Maintenance Report

Energy Efficiency Alberta made upgrades to light, shower heads and aerators in Wild Rose Manor, Wild Rose Villas and Heritage Lodge. There was a total of 606 lights, showerhead and aerators replaced with energy efficient ones. Grande Spirit Foundation float was entered in the Canada Parade in Grande Prairie and the parade in Beaverlodge on August 17. Quotes for sidewalk at Sunset Homes was expected on August 19, 2019.

RESOLUTION # 2562 – Moved by D. Joudrey to accept all reports as presented.

CARRIED

10. ROUND TABLE

Steve – September 16, 2019 Minister Pon will be here to meet with the Board Chair and the General Manager before the seniors service awards. All board members are welcome to attend the service awards. After the awards she will then be heading to Spirit River for a tour.

Elaine – CAO Kelly Hudson is retiring, and Dan Debelt will be taking his place, and will be bringing his executive assistant Diane Knellis with him.

Karen – Received a phone call from a couple regarding aging together. Once seniors move into the lodge one may be transferred to a long-term care facility and they get separated and they would like to see something where seniors can age together.

Roxie – DeBolt has been inspected for coding deficiencies, and what was found is currently being priced out and it will then go back to the MD.

Samantha – Harvest Dinner is October 5, 2019 and municipalities were emailed the flier with board members receiving a copy as well.

Judy – There has been no new information regarding the facility in Hythe that is not completed. Only the Province of Alberta will release information when it is available.

11. IN CAMERA

RESOLUTION # 2563 – Moved by D. Skoworodko to move In Camera at 11:20 am.

CARRIED

RESOLUTION # 2564 – Moved by K. Rosvold to move out of In Camera at 11:42 am.

CARRIED


RESOLUTION # 2565– Moved by R. Rutt to proceed with contract as presented in camera.

CARRIED

12. NEXT MEETING:

12.1 Management Committee Meeting – September 20, 2019 at Heritage Lodge

13. ADJOURNMENT: meeting adjourned at 11:44 am



Judy Kokotilo-Bekkerus, Board Chair

September 20/19
Date



Steve Madden, General Manager