



## GRANDE SPIRIT FOUNDATION BOARD MINUTES

Paradise Inn, Grande Prairie 10:00 am

Friday December 6, 2024

Present: Judy Kokotilo-Bekkerus Town of Beaverlodge  
Jonathan Siggelkow Town of Sexsmith  
Tom Burton MD of Greenview  
Denise Skoworodko Town of Spirit River  
Albert Poetker Birch Hills County  
Karen Rosvold County of Grande Prairie  
Alvin Hubert Saddle Hills County  
Tanya Skinner Town of Wembley  
Chris Thiessen City of Grande Prairie

Administration: Steve Madden CAO  
Kelsey Edginton Executive Assistant

Absent: Tony Van Rootselaar MD of Spirit River  
Joanne Chelick Village of Rycroft

### 1. CALL TO ORDER

*J. Kokotilo-Bekkerus called the meeting to order at 10:42 am*

### 2. CHANGES AND OR ADDITIONS TO AGENDA

*Addition of Closed Session – Personnel and Closed Session - Land*

### 3. APPROVAL OF AGENDA

**RESOLUTION # 1835 – Moved by D. Skoworodko to approve the agenda with additions. CARRIED**

### 4. APPROVAL OF MINUTES – October 26, 2024

*There is a motion in the October minutes that needs to be corrected as it should be the Town of Spirit River, and the MD of Spirit River listed in the motion. This motion will need to be rescinded in order for it to be corrected. The board has asked administration to check into the Asset Transfer paper from the October meeting to make sure the changes have been named to have it state Grande Prairie.*

**RESOLUTION # 1836 – Moved by K. Rosvold to approve to bring back Resolution # 1817 to 8.1 Unfinished Business on the agenda. CARRIED**

**RESOLUTION # 1837 – Moved by A. Poetker to approve the minutes as presented. CARRIED**

### 5. PUBLIC INPUT/PRESENTATIONS

### 6. REPORTS

#### 6.1. CAO Report

*The sod turning event with Smith Lands brought forward some new developments and administration would like these items to be brought forward to strategic planning for further discussion but can start this discussion today on them. The G5 municipalities have purchased 105 acres of land in the Town of Spirit River, and they would like to see another project on this land. This is in the very early stages of planning but could look at another P3 project for this land but before anything can start the title has not been changed over yet so that will need to be done before anything is started. The area needs housing as it is something that is lacking in the central peace area. Housing has always been a concern so having more housing options in the area would help with any staffing issues.*

*Grovedale should stay on administration's radar as there is a possible announcement coming that could impact the region. This announcement will be made before the end of the year.*

*The Town of Sexsmith did send a letter expression interest in more seniors' housing and the town has applied for funding and hoping to get something started soon.*

*Strategic Planning is planned for the end of January 2025 with the dates changing so that it is not on a weekend. The board will not be involved on all three days. Administration will be getting an event invite to everyone's calendars.*

**RESOLUTION # 1838 – Moved by C. Thiessen to approve Strategic Planning dates from January 29, 2025, to January 31, 2025. CARRIED**

*Another item to add to the strategic planning agenda would be employee benefits packages. Is this an area where savings could be made without getting rid of any part of the benefits. Other municipalities have done a review and have found significant savings by switching to another benefit company.*

**6.1.a Grand Opening Committee**

*This is now going to be the 65<sup>th</sup> anniversary committee with the Director of Operations already meeting with staff to come up with ideas.*

**6.1.b. Building Committee**

*Building committee broke ground with Smith ands. Thank you to Board Member Thiessen for doing the land acknowledgement and small speech. A lot of hard work has been put into this great project with many thanks to the neighborhood and the board for all the hard work. Very grateful to those who were on the board from the City of Grande Prairie previously who had paved the way to be able to create this housing opportunity.*

**6.1.c Policy Committee**

*The policy meeting has not met yet.*

**6.2. Portfolio Report**

*The focus of the portfolio report is on the waitlist which sits at over 900 applicants. There is work being done to make sure that all applications are correct. There are roughly 300 applications on the senior's side, roughly 480 applications on the social housing side and roughly 150 applications for affordable housing.*

*Previously applicants were on the wait list for over a year on the senior housing side and it has not been brought down to only a few weeks. The social housing side is a few months on the waitlist.*

**6.4 Director of Projects and Maintenance Management Report**

*The maintenance report doesn't cover anything on the project's side. Looking at some shelter for Pioneer to help get the smoking room moved outdoors. There have been many complaints about the smell regardless of fans and filters. There were some fire code items that needed to be changed which included getting all the correct signage for the exits. When changes are made to fire code, Grande Spirit Foundation is aware and has to comply with the changes. These changes are not part of accommodation standards but something that is for public safety.*

**RESOLUTION # 1839 – Move by C. Thiessen to approve administration provide report to the board that separates out the costs of code changes between heat detectors and exit signs. CARRIED**

**6.5 Project Management Report**

*This is no longer Scott's report, but the template was kept to making things easier. The DeBolt project has wrapped up but there are some issues with the Atco meters as only one meter was installed but now each unit needs a meter. With the original application only one meter was supposed to service all 8 units, but the regulatory department stated that each unit would need a meter. A meeting has been scheduled with the Chief of Staff to go over things and could potentially look at a formal complaint process for this.*

*Break for lunch at 11:48 am*

*Back from lunch at 12:29 pm*

**6.3 Finance Report**

*The biggest update is with the CMHC No profit Repair Funding. Reports from Fire and Form are done and waiting for the meeting to present the options going forward. Accessibility and energy are the important factors and focus of the meeting.*

*Working on the financial plan as part of the strategic planning with a but of an updates to it. This will help support the growth of Grande Spirit Foundation.*

*Administration has received the annual rebate from CPS, and it was roughly \$184,000 for 2024. Most of the purchases this year were made through CPS, and everyone is looking at what other vendors can be used that are part of the program to increase the rebates. The rebates are put back into the lodge budgets.*

*Finance is working on an Investment Policy what should be ready for the January Finance Committee meeting. It should a short policy as it is fairly straightforward. When brought to the finance committee it will not be ready for approval, but administration is looking for suggestions and corrections before putting it forward for approval.*

*Lodge operations are doing better than budgeted with a \$400, 000 surplus and this is due to Pleasant View Lodge and salary costs at the lodge. On the provincial side, it is doing better than budgeted with a \$200,000 surplus. There is still some money in the budget for maintenance to use for items before the year is done. Overall lodge and provincial operations are better than budgeted with interest being a factor in that.*

6.3.a. Finance Committee

6.6 Director of Human Resources Report

*The report was included in the package. The COR audit results came in and Grande Spirit Foundation received 96% on the audit.*

6.6.a Labour Management Committee

*The June 2024 minutes were included in the package for review. There is a typo that will need to be corrected.*

6.7 Director of Operations Report

*The report was included in the package. The Pleasant View Lodge wish list has been included with the report. The Savana Hockey team has a cash donation of \$10,000 from a fundraiser that was held. Had a meeting with Alberta Health Services and they could not praise Grande Spirit Foundation enough about the new facility and the partnership they have.*

6.8 Action Listing

*No questions or concerns with the action listing.*

**RESOLUTION # 1840 – Moved by C. Thiessen to accept 6.1 to 6.8 as presented. CARRIED**

7. NEW BUSINESS

8. UNFINISHED BUSINESS

8.1 Motion 1817

*This motion is from the October 2024 board meeting, and it will need to be rescinded as there was an error in the motion when it was made.*

**RESOLUTION # 1841 – Moved by A. Poetker to approve rescinding Motion # 1817 from the October 25, 2024, minutes. CARRIED**

**RESOLUTION # 1842 – Moved by A. Hubert to approve the sale of the old Pleasant View Lodge in the Town of Spirit River, as is where is, to the Town of Spirit River and the MD of Spirit River for one dollar (\$1). CARRIED**

9. CORRESPONDENCE

9.1 COR Audit Results

*Included the certificate and the results from the external Health and Safety Audit.*

9.2 Closure of Old Pleasant View Lodge Licensing

*This is notices that Alberta Health has closed the licensing for the old Pleasant View Lodge.*

9.3 MP and MLA Christmas Mixer

*This is a Christmas mixed hosted by the local MLA's and MP.*

9.4 News Release for Affordable Housing

*This item was also sent out as an email prior to the meeting.*

9.5 CMHC Submission

*The application was sent the day the program was announced. It could take two to three months to know if the funding was approved. If provincial funding was available, it would mean that the proforma would need to be changed and CMHC would cancel the application. If that were to happen the process would start over and a red flag would be put on Grande Spirit Foundation for future applications.*

9.6 65<sup>th</sup> Anniversary Committee Terms of Reference

*All Terms of Reference were included in the package for information. Could look at changing the 65<sup>th</sup> Anniversary Terms of Reference to a Special Events Terms of Reference so that it can be used to cover any special events. All committees will review the TOR's and bring back signed copies for the board.*

9.7 Labour Management Committee Terms of Reference

*Included in the package for information.*

9.8 Policy Committee Terms of Reference

*Included in the package for information.*

9.9 Finance Committee Terms of Reference

*Included in the package for information.*

9.10 Building Committee Terms of Reference

*Included in the package for information.*

9.11 Friends of the Foundation Draft Policy

*This is draft copy of the policy for Friends of the Foundation, which was included in the package for information.*

**RESOLUTION # 1843 – Moved by T. Burton to accept 9.1 to 9.9 as information. CARRIED**

10. ROUND TABLE

*T. Burton – would like to wish everyone a good holiday season.*

*J. Kokotilo-Bekkerus – There will be an announcement from the Minister of Health regarding the Beaverlodge Health Complex, and it will still have all services in the building.*

11. CLOSED SESSION

**RESOLUTION # 1844 – Moved by D. Skoworodko to move into closed session at 1:17 pm. CARRIED**

11.1 Closed Session Item – County Land

11.2 Closed Session Item – Personnel

**RESOLUTION # 1845 – Moved by C. Thiessen to move out of closed session at 3:04 pm. CARRIED**

**RESOLUTION # 1846 – Moved by A. Hubert to proceed with grant application to HPP for the project in the County of Grande Prairie as discussed in closed session. CARRIED**

**RESOLUTION # 1847 – Moved by K. Rosvold to authorize the board chair to amend the CAO contract as discussed in closed session. CARRIED**

12. NEXT MEETING DATE – January 24, 2025

13. ADJOURNMENT: Adjourned at 3:09 pm.

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*Judy Kokotilo-Bekkerus, Chair*

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*Date*

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*Steve Madden, CAO*