



GRANDE SPIRIT FOUNDATION BOARD MINUTES

Lakeview, Clairmont 9:30 am

Friday August 22, 2025

Present: Judy Kokotilo-Bekkerus Town of Beaverlodge
Alvin Hubert Saddle Hills County
Chris Thiessen City of Grande Prairie
Joanne Chelick Village of Rycroft
Tom Burton MD of Greenview
Albert Poetker Birch Hills County
Tammy Yaremko Town of Spirit River
Tony Van Rootselaar MD of Spirit River
Jonathan Siggelkow Town of Sexsmith
Karen Rosvold County of Grande Prairie

Administration: Steve Madden CAO
Kelsey Edginton Executive Assistant
Ryan Mysko Director of Finance
Shari Hrehoruk Director of Operations
John Steward Director of Projects and Maintenance

Absent: Tanya Skinner Town of Wembley

1. CALL TO ORDER

J. Kokotilo-Bekkerus called the meeting to order at 9:19 am

2. CHANGES AND/OR ADDITIONS TO AGENDA

Two additions to the agenda, 11.1 Smith Social and 11.2 Personnel

3. APPROVAL OF AGENDA

RESOLUTION # 1925 – Moved by A. Poetker to approve the agenda with additions. CARRIED

4. APPROVAL OF MINUTES – June 20, 2025

There are some small spelling errors, but nothing that changes the intent of the minutes.

RESOLUTION # 1926 – Moved by J. Chelick to approve the minutes as amended. CARRIED

5. PUBLIC INPUT/PRESENTATIONS

6. CONSENT AGENDA

6.1 Reports

- a. CAO Items
 - i. Building Committee
 - ii. Policy Committee
- b. Portfolio Report
- c. Director of Finance Report
- d. Director of Projects and Maintenance Management
 - i. Maintenance Report
 - ii. Project Management Report
- e. Director of Human Resources Report
 - i. Labour Management Committee
- f. Director of Operations Report
 - i. Event Committee
- g. Action Listing

6.2 Correspondence

- a. September 2025 Calendar
- b. 2026-2028 Business Plan Letter

- c. Letter from Minister of Assisted Living and Social Services re: Clairmont
- d. Letter from Minister of Assisted Living and Social Services re: SLPRP
- e. Seniors Income Amounts

RESOLUTION # 1927 – Moved by T. Burton to approve the consent agenda as presented. CARRIED

7. REPORTS

7.1 CAO Report

There have been a few things on the go since the last board meeting in June. One thing was Alberta Health Services and where the staffing situation is situated at Pleasant View Lodge. AHS is moving forward, and they have a manager hired for the placements. They have had some changes with their hiring and will to deal with people accepting positions. There is enough Health Care Aides and a case manager which means that applicants can be placed. There are 14 vacancies on the type b floor with two admissions coming up quickly. There is one on the waitlist for type b secure with some residents transfer down from the third floor. The occupational therapist leaving on maternity leave and they are looking to fill that position. They are still working on housing opportunities for staff up there.

There was an audit on the Alberta Health Services side, and it came back with a few non-compliant issues, none being safety issues. There were a lot of great comments about the building and great feedback from the auditors. There are 5 units in Pleasant View Lodge that are being used for medical students and nurses but when those units are needed the people will be vacating the units.

There were Margaret Edgson Manor tenants that were offered spaces in Pleasant View Lodge, some temporary placement and some actual placement. There is a couple that moved in, as well as an individual who is not 65 but needs the level of care that the lodge provides. There is a need for accessible units but there are those who are underage who are waiting for something to become available. An excellent job was done to make sure those tenants who were affected by the fire were taken care of and placed where needed.

The City of Grande Prairie had a large delegation about Margaret Edgson Manor, but it was not on the agenda. Tenants are frustrated with the lack of housing in the city. There are still tenants who are living in hotels due to the lack of barrier free units. RAB has been a huge blessing for these residents to help with rental in different places as affordability is another issue in the city. Grande Prairie Residential Society is a very important part of the community and recognizes that while Grande Spirit Foundation was not responsible to house the tenants of the building, they stepped up anyways.

Administration is wanting to get Pleasant View Apartments open for placement but there are some items that need to be fixed before that happens. There is an application list for the building, but things should be in perfect order before tenants move in. Based on the items that need to be completed, it will likely be later than September 1, 2025. There are some electrical items with the elevator that still need to iron out.

Municipal presentation will be happening after the election and board orientation. Administration will be looking at creating a one page document for councils to have in their orientation so that the members do not come in with no information about Grande Spirit Foundation.

The ASCHA North Zone meeting is happening on October 9, 2025.

RESOLUTION # 1928 – Moved by A. Hubert to accept the CAO report as information. CARRIED

7.2 Financial Report

Lodge operations are currently ahead of budget and showing a surplus of \$312,000. This is due to amortization estimate that was budgeted on the high side. There is a unbudgeted LAP increases for \$179,000. The major items showing are due to variance. Pleasant View Lodge is below budget, which is to be expected.

On the provincial side, it is currently sitting ahead of budget with a \$162,000 surplus. There are higher rents due to those moving in having higher incomes. Utilities are down and maintenance is around the budgeted costs.

On the consolidated side, there is \$100,000 in interest income and doing good there. There is a bit of an impact from the Pleasant View Apartments as the budget was based on people moving in in March and not September. Not only are the apartments getting occupied later, but it will also not be at 100% occupancy, and it was not budgeted.

Salaries are on the low side but as the summer finishes up, salaries will increase as lodge positions need coverage on the union side.

A letter was sent to the Government of Alberta regarding the vacancies in Pleasant View Lodge and the correspondence back was to sign the access agreement. With things changing with government departments, this should be revisited with continuing care moving departments.

RESOLUTION # 1929 – Moved by C. Thiessen to accept the financial report as information. CARRIED

8. NEW BUSINESS

8.1 RFD – Reserve Transfer

At year end, the \$616,213 CMHC Co-Investment grant was recorded as income. The funds are sitting in accumulated surplus and should be moved to the building reserve. Administration is also looking at increasing the maximum amount of the building reserve as well.

RESOLUTION # 1930 – Moved by K. Rosvold to approve an increase to the building reserve to a maximum of \$2 million. CARRIED

RESOLUTION # 1931 – Moved by T. Burton to approve a transfer of \$616,213 from accumulated surplus identified as the CMHC Co-Investment grant to the building reserve. CARRIED

8.2 RFD - Resident Services Rate Sheet

The resident rates sheets needed some amendments. The Pleasant View Apartments has a technology package that needs to be added to the rate sheet, \$65 cost, as well as the continuing care laundry costs, \$75. Both amounts have previously been approved by the board.

RESOLUTION # 1932 – Moved by C. Thiessen to approve the residential services rate sheet for 2025 and 2026 with amendments. CARRIED

8.3 RFD – Administration Rate Sheet

There was a small change to the administration rate sheet, which was to remove the word cash from the staff awards. The amount is not given in cash as it is included in the staff members' pay cheque.

RESOLUTION # 1933 – Moved by C. Thiessen to approve the administration rate sheet as updated for 2025. CARRIED

8.4 RFD – CMHC Projects

Fire and Form attended the June 2025 meeting with a presentation on the findings for the CMHC Co-Investment Repair fund. Things moved from needing to borrow money, to no money needing to be borrowed to complete the projects. The board previously requested a work plan for the projects, schedule and to see how much of a burden this will be on staff. The funding has allowed temporary staff to help and would like to start getting organized to start on the projects. Some of the projects on the list have been planned for the next few years and administration is looking for a motion to allow maintenance to get started.

RESOLUTION # 1934 – Moved by J. Siggelkow to approve commencement of the CMHC Co-Investment grant funded projects, following the proposal from Fire & Form as provided at the June 20, 2025 board meeting. CARRIED

RESOLUTION # 1935 – Moved by K. Rosvold to approve a motion to release the \$616,213 of stated income from the CMHC Co-Investment grant funds which has been placed in building reserve. CARRIED

9. UNFINISHED BUSINESS

9.1 RFD – Consent Agenda Policy

This is a returned item as some changes were made at the June 2025 board meeting. There are still some small items that need to be amended before the policy can be approved and will need to come back to the September 2025 board meeting.

RESOLUTION # 1936 – Moved by K. Rosvold to defer to September board meeting to update missing items in policy. CARRIED

11 CLOSED SESSION

RESOLUTION # 1937 – Moved by K. Rosvold to move into closed session at 10:34 am. CARRIED

11.1 Smith Social

11.2 Personnel

RESOLUTION # 1938 – Moved by C. Thiessen to come out of closed session at 11:45 am. CARRIED

RESOLUTION # 1939 – Moved by A. Poetker to approve the execution and deliver to Canada ICI Capital Corporation of the following documents: a guarantee, a deficiency and completion guarantee, and an environmental indemnity agreement. CARRIED

RESOLUTION # 1940 – Moved by K. Rosvold to approve the CAO and Board chair are authorized, for and on behalf of the Foundation, to execute and deliver the Canada CIC Capital Corporation, the guarantee, the deficiency and completion agreement, and the environmental indemnity agreement, and all other documents

relating to the execution and delivery of the document, each in the form that such authorized signatory may approve. CARRIED

RESOLUTION # 1941 – Moved by A. Poetker to approve the \$10 million guarantee with Canada ICI Capital Corporation loan for Smith Social Enterprises Ltd. For the Smith Apartment. CARRIED

RESOLUTION # 1942 – Moved by K. Rosvold to accept 11.2 personnel item as information. CARRIED

10. ROUND TABLE

S. Madden – Will need to have a finance committee for capital items. This meeting can be virtual if necessary. There is a thank you card from the board for all the hard work that was done for the 65th anniversary. There is a congratulations card to be signed as the finance controller has finished their degree in management.

T. Van Rootselaar – Unsure about attendance to the September board meeting as it is harvest. Would like to say thank you to the board, it has been a wonderful two years on this board and unsure if appointment back on this board will happen.

A. Hubert – Looking forward to the next meeting.

K. Rosvold – Will not be at the next board meeting. Thank you to everyone for all the work as things move into election season. Congratulations to those who are retiring and thank you for your service to Grande Spirit Foundation. Would like to see something in the lodges about the municipal election and voting.

A. Poetker – All the work that Grande Spirit Foundation is very exciting. Excited to announce that Eaglesham has all the teachers for the upcoming school year, with 3 locally and 7 coming in from other places.

J. Chelick – There will be some road closures in Rycroft due to road work.

J. Siggelkow – It has been great being on the Grande Spirit Foundation board. The Painted Sky development is on hold and unsure on that will be happening.

T. Yaremko – There is a new digital sign coming to the town. Working on what to do with the CN land that was purchase and how to proceed. Very happy to be on the board.

T. Burton – There was a motion pass to declare agricultural disaster, with the government providing a listing on municipalities that qualify under the livestock deferral for this region. Things are progressing for the MD of Greenview. There are a few candidates that have filed papers in their wards for the election. Have been attending BBQ's and it is good for the staff to see the faces of the board members. Would like to have administration look at all the deficiencies that came from DeBolt after one year to make sure they were dealt with.

J. Kokotilo-Bekkerus – The new health complex construction is underway with the installation of underground infrastructure. Will be filing the papers for the election next week.

12 NEXT MEETING DATE – September 26, 2025

13 ADJOURNMENT: Adjourned at 11:56 am

Judy Kokotilo-Bekkerus, Chair

Date

Steve Madden, CAO