



GRANDE SPIRIT FOUNDATION BOARD MINUTES

Pleasant View Lodge, Spirit River 9:30 am

Friday June 20th 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
	Denise Skoworodko	Town of Spirit River
	Tanya Skinner	Town of Wembley - Virtual
	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
	Tray Bussiere	Director of Human Resources
	John Steward	Director of Projects and Maintenance
Absent:	Tony Van Rootselaar	MD of Spirit River
Guest:	Scott McFadyen	Fire and Form
	JoAnn Cazakoff	Alberta Health Services
	Sudah Devaraj	Alberta Health Services
	Candice Edie	Alberta Health Services
	Sandra Herritt	Alberta Health Services

1. CALL TO ORDER

J. Kokotilo-Bekkerus called the meeting to order at 9:33 am

2. CHANGES AND/OR ADDITIONS TO AGENDA

Change 5.1 Fire and Form – CMHC Funding to Alberta Health Services Presentation; Add 8.5 Rent Subsidy Increase; Add 11.1 GPRS Contract and 11.2 Sunset Homes

3. APPROVAL OF AGENDA

RESOLUTION # 1905 – Moved by D. Skoworodko to approve the agenda as amended. CARRIED

4. APPROVAL OF MINUTES – May 23, 2025

RESOLUTION # 1906 – Moved by A. Hubert to approve the minutes as presented. CARRIED

5. PUBLIC INPUT/PRESENTATIONS

5.1 Alberta Health Services (AHS) Presentation

Staff from Alberta Health Services came to give a presentation about the Type B beds that are in Pleasant View Lodge in Spirit River. They would like to express their appreciation for the collaborative work between Grande Spirit Foundation and Alberta Health Services.

The official opening for the AHS side of Pleasant View Lodge was September 2024. The current zone for this is the North Zone and it currently covers everything north of Edmonton.

The current issue that AHS is experiencing with Pleasant View Lodge is staff shortages, this includes Health Care Aides (HCA) and Licensed Practical Nurses (LPN). There is a shortage of LPNs, where there are currently more Registered Nurses (RN) over LPNs. HCA's can be hired unregulated, without an education, and will be trained once hired. This has been very successful in the hospital in Spirit River, along with the lodge. The downside to HCA's is the time that is spent to train them before they can start working. The next issue is a shortage of housing options in

the Spirit River area. This is a major factor when trying to get staff in the area as we want people from the community to apply for the jobs.

There has been an influx of international nurses that can moving over to be LPNs in Canada, but there is still a shortage in that area. AHS has been working with agencies and external partners to put out surveys about LPNs and it has been found that there are available LPNs out there but are unable to get the jobs due to a variety of reasons, including being right out of school. AHS has been working on an LPN pipeline to get more staff into the rural areas, but the lack of housing options is making it difficult.

There are currently 31 vacancies in Pleasant View Lodge for the type b units. There are only 8 applicants on the waitlist for this unit time, which includes applicants from Grande Prairie, Peace River, Valleyview, and Spirit River. Once there are more staff hired to give that level of care, then promotion for the facility will come to get more residents placed. There are several factors that are considered when it comes to placement, which include the preferred locations. There are 170 continuing care beds that are needed in Grande Prairie and most facilities are at capacity, which is why placement at other facilities is suggested until the preferred facility has an opening. Moving forward, AHS is looking at placements as soon as July 7th, 2025. There are new HCAs being hired, along with the senior placement team working on the waitlist, with the preferred and preferred facilities. Ongoing work to create fulltime opportunities will continue, along with utilization of the LPN recruitment pipeline, 8–12-hour shifts on rotation and dual license RN/LPNs.

Break at 10:34 am

Back at 10:41 am

5.2 Fire and Form – CMHC Funding

Scott with Fire and Form brought forward the assessment and recommendations for the CMHC loan. The portfolio has changed, and what is owned by Grande Spirit Foundation is 473 doors, instead of the 427 that the grant originally used. The contribution for Grande Spirit Foundation is 60%, with CMHC at 40%, with the ability to use expenses dated back to January 1, 2021. Since 2021, the Grande Spirit Foundation has spent \$6.7 million with major spending on DeBolt. 60% that is needed by Grande Spirit Foundation has already been spent and the \$4.27 million can be used to go towards accessibility and energy items, without spending or borrowing money. As it stands, Grande Spirit Foundation has 20% of units needed accessibility upgrades as per the agreement. There are some upgrades at Pioneer Lodge and Heritage Lodge for accessibility. Accessibility allocation is \$240,000. The larger objective is to reduce energy usage by 25%.

Lakeview is the largest energy user compared to the other facilities. All facilities, except for the Pleasant View Lodge, use pressurized systems, which are difficult to optimize. Envelope upgrades are usually what is needed but expensive, with the example that if done at Wild Rose Manor it would be a \$10 million project. The Grande Spirit Foundation portfolio is in fair to excellent condition and there are not huge building deficiencies.

Changing out florescent lighting to LED lighting is a quick improvement that can be made. Window replacements are something to look at as well as the lifecycle is at the end. Could look at replacing hot water tanks with hot water on demand and furnace upgrades for the Grande Spirit Foundation owned family housing units. A lot of the energy upgrades that could happen will make the buildings last longer. There are units that have step over tubs and should have showers.

The bottom line. The \$4.27 million that CMHC loaned, 60% objective, has already been spent. More will need to be spent on the energy side, but it will not go over the amount that was given by CMHC.

Will look at developing a schedule for replacement and determine the timeline on when things are to be done, while working on the asset management plan. Some of the work would happen in 2025 and 2026 as there is a timeline with CMHC. There will need to be a report to look at prioritizing what items are being done and when, as this is something that CMHC can ask for.

RESOLUTION # 1907 – Moved by K. Rosvold to accept presentations 5.1 and 5.2 as information. CARRIED

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. July/August 2025 Calendar
 - b. 2024 Audit Letter
 - c. 2024 Annual Report

RESOLUTION # 1908 – Moved by T. Burton to approve the consent agenda as presented. CARRIED

7. REPORTS

7.1 CAO Report

One verbal item to add to the report, there was a developer that reached out for the painted sky subdivision in Sexsmith. The developer reached out to Grande Spirit Foundation with talks of a partnership to assist with their project. They have proposed that the Grande Spirit Foundation completes all applications for funding and then manages the project once completed. There was no discussion on ownership of the project; there is limited information right now from the developers on this project, which makes it hard to have discussions with the board of directors of Grande Spirit Foundation.

RESOLUTION # 1909 – Moved by J. Siggelkow to approve administration to ask for more information and a business case from prospective developers in painted sky to bring back to the board. CARRIED

RESOLUTION # 1910 – Moved by A. Hubert to accept the CAO report as information. CARRIED

7.2 Financial Report

The April statements have been included in the board package for review. The lodge operations are better than budgeted. This is due to salaries being lower than budgeted. Pleasant View Lodge has vacancies which cost \$169,000. Utilities and maintenance are slightly over budget but should level out; overall on the lodging side things are looking good.

On the provincial side, things are better than budgeted due to rents exceeding the budget as tenants come in with higher incomes, which results in higher rents. All costs are on target, with maintenance being over. Consolidated is looking good and is currently better than budgeted.

RESOLUTION # 1911 – Moved by C. Thiessen to accept the financial report as information. CARRIED

J. Kokotilo-Bekkerus left at 11:27 am

8. NEW BUSINESS

8.1 RFD – Lodge Budget 2026

The lodge budget was presented to the finance committee, where it was discussed at length for two meetings, and then recommended to the board for approval.

The finance committee is recommending a municipal requisition increase of 22.7% and a rental rate increase of 2.5%. These amounts will help with the deficit that will be in place due to lower LAP funding and vacancies in Pleasant View Lodge continuing care units.

RESOLUTION # 1912 – Moved by K. Rosvold to approve the 2026 lodge operating budget as presented. CARRIED

RESOLUTION # 1913 – Moved by J. Chelick to approve the 2026 lodge rental rate schedule as presented. CARRIED

RESOLUTION # 1914 – Moved by D. Skoworodko to approve the 2026 residential services rate schedule as presented. CARRIED

J. Kokotilo-Bekkerus entered at 11:30 am

RESOLUTION # 1915 – Moved by D. Skoworodko to approve the 2026 municipal requisition increase as presented. CARRIED

8.2 RFD – 2026 Rent Ceilings

Rent ceilings are something approved by the board each year, and there are no proposed changes to the rent ceilings for 2026. There was a provincial change to the income levels, which is noted in the document.

RESOLUTION # 1916 – Moved by A. Hubert to approve the 2026 updated Senior’s Apartment Rent Ceilings as presented. CARRIED

8.3 RFD – T4 and T4A’s for Board Members

This is something that the board brought forward for the finance department to investigate. If the change to T4’s and T4A’s were to be made there would be an impact on the financial department, but it would be on the smaller side. Currently board members receive T4A’s which are not tax deductible, which sparked the conversation on T4’s as they are tax deducted. Currently, everything is in compliance with Canada Revenue Agency and the board does not wish to move forward with the change.

RESOLUTION # 1917 – Moved by A. Hubert to accept this as information. CARRIED

8.4 RFD – Reallocation of Capital Budget Item

There was a project done at Wild Rose Manor that came out lower than quoted, and the maintenance department is looking at reallocating the remaining funds from the make-up air unit project to the smoke shelter at Wild Rose Manor.

RESOLUTION # 1918 – Moved by J. Siggelkow to approve the reallocation of the capital budget line item for make-up air unit at Wild Rose Manor for the construction of the outdoor smoke shelter at Wild Rose Manor. CARRIED

8.5 RFD – Reny Subsidy Increase

This was sent out by email for approval and administration is now looking to ratify this item. Administration saw the need for a temporary increase to rent supplements for those who were affected by the fire at Margaret Edgson Manor on June 9, 2025.

RESOLUTION # 1919 – Moved by T. Burton to ratify the approval to increase the maximum rent supplement amount from \$500 to \$700 for a temporary three-month period starting June 11, 2025, to assist residents displaced by the Margaret Edgson Manor fire that occurred on June 9, 2025. CARRIED

9. UNFINISHED BUSINESS

9.1 RFD – Draft 2026 – 2028 Business Plan

The final draft version of the business plan was included in the board package for review. Administration is looking for approval for submission to the province.

RESOLUTION # 1920 – Moved by K. Rosvold to approve the 2026-2028 business plan for submission to the province. CARRIED

10. ROUND TABLE

J. Siggelkow – Clarification on new rental bands and passive income; rent is based on the previous tax year.

A. Hubert – Exciting day for everyone here with the ribbon cutting of the apartments.

J. Chelick – Race the 8 is coming up at the end of July with a parade in Rycroft.

D. Skoworodko – Last day with council will be June 30th, 2025.

J. Kokotilo-Bekkerus – Sod turning for the new Mountview Health Complex is on June 28th, 2025.

S. Madden – B.A. Holdings is still working away on Smith Lands. The request for funding with the province is on the DM’s desk. CMHC is examining the ACLP application and is in favor of it but there may be a need to go outside of CMHC. The Minister approved \$94 million for Clairmont subject to funding. Staff were recognized by the Grande Prairie Fire Department for the action that was taken with the Margaret Edgson Manor fire.

T. Skinner – Would like to thank Grande Spirit Foundation for the donation for the seniors BBQ on senior’s week. The open house for the daycare was a success and getting closer every day to opening but still waiting for licensing.

A. Hubert – Just wanted to note that a lot of work has been put into the celebration that is scheduled for June 28th, 2025, so don’t forget to participate.

*Break for lunch at 11:57 am
Back from lunch at 12:26 pm*

11. CLOSED SESSION

RESOLUTION # 1921 – Moved by T. Burton to move into closed session at 12:27 pm. CARRIED

11.1 GPRS Contract
11.2 Sunset Homes

RESOLUTION # 1922 – Moved by A. Hubert to move out of closed session at 12:51 pm. CARRIED

12. NEXT MEETING DATE – August 22, 2025

13. ADJOURNMENT: Adjourned at 12:52 pm

Judy Kokotilo-Bekkerus, Chair

Date

Steve Madden, CAO