



## GRANDE SPIRIT FOUNDATION BOARD MINUTES

Lakeview, Clairmont 9:30 am

Friday September 26, 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
	Tanya Skinner	Town of Wembley
Administration:	Steve Madden	CAO
	Kelsey Edginton	Executive Assistant
	Ryan Mysko	Director of Finance
	Shari Hrehoruk	Director of Operations
	Tracy Bussiere	Director of Human Resources
	John Steward	Director of Projects and Maintenance
Absent:	Karen Rosvold	County of Grande Prairie

1. CALL TO ORDER

*J. Kokotilo-Bekkerus called the meeting to order at 9:35 am*

2. CHANGES AND/OR ADDITIONS TO AGENDA

*Two additions to the agenda, 11.1 Union Negotiations and 11.2 Personnel*

3. APPROVAL OF AGENDA

**RESOLUTION # 1943 – Moved by C. Thiessen to approve the agenda with additions. CARRIED**

4. APPROVAL OF MINUTES – Special Board Meeting Minutes August 22, 2025

**RESOLUTION # 1944 – Moved by A. Hubert to approve the minutes as presented. CARRIED**

Regular Board Meeting Minutes August 22, 2025

**RESOLUTION # 1945 – Moved by T. Yaremko to approve the minutes as presented. 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
- g. Action Listing

6.2 Correspondence

- a. Information Sheet for Councils

- b. ASCHA North Zone Agenda
- c. Natural Infrastructure Fund Letter re: Lakeview Memory Garden

**RESOLUTION # 1946 – Moved by A. Poetker to approve the consent agenda as presented. CARRIED**

## 7. REPORTS

### 7.1 CAO Report

*Quick update not included in the report, unable to attend the ASCHA North Zone meeting, if anyone would like to attend registration will need to be done soon.*

*There was a capital requisition review for Lac La Biche and Grande Spirit Foundation with the copy being handed out at the last board meeting. There will be better directions moving forward and currently there is no project tied to this inquiry. Administration would like to proceed with a separate board meeting about capital requisitioning in early December 2025 or January 2026.*

**RESOLUTION # 1947 – Moved by T. Van Rootselaar to accept the CAO report as information. CARRIED**

### 7.2 Financial Report

*Lodge operations are doing significantly better than budgeted, this is due to the LAP grant. There was another \$164,000 that was not in the budget, but Grande Spirit foundation was eligible for. The threshold increased in August 2025 which then included more eligible residents for the grant, with another increase expected this year. Provincial operations are ahead of budget. This is due to resident revenue being higher than anticipated. High incomes are coming in, which means higher rental income. Looking at various projects for this revenue to keep the houses in the best shape.*

*On the consolidated side, Pleasant View apartments are not open yet but hoping it is operational shortly as this will eat away at the deficit budgeted for this apartment.*

**RESOLUTION # 1948 – Moved by T. Burton to accept the financial report as information. CARRIED**

## 8. NEW BUSINESS

### 8.1 RFD – 2026-2027 Capital Budget

*This was brought to the finance committee with no challenges. In the past the capital budget was only suggested for one year but was decided to plan for two years this time. There are no items of concern and things are starting to align with what municipalities are doing with three-year plans.*

*There will be a quarterly report that will come to the board for review as the capital projects progress. Items that are over or under budget do not need to come ack to the board for approval, if the approved money is what is being moved around. The bottom number is the main item, as that was the amount that was approved.*

*CMHC funding budget plan has been built and once projects have started the progress will be included in the board packages.*

**RESOLUTION # 1949 – Moved by J. Siggelkow to approve allocating \$1,061,580 from Building Reserve and \$188,400 from Equipment Replacement Reserve to operations budget for 2026-2027 Capital Expenditures. CARRIED**

### 8.2 RFD – 2025 Auditor Appointment

*The auditor appointment was something that came forward with the bylaw review. It was posted on ACP with a committee reviewing the submissions. Once submissions were reviewed by the committee it was then sent to the finance committee where it was recommended to move forward with MNP LLP. There were 5 submissions from across Canada, with MNP LLP coming back with the highest rating.*

*It was posted as a 3-year contract with the optional extension of two years. Administration is asking for approval for three years, and when the end of the contract is near, a review and motion will come forward if wanting to move forward with the two-year extension.*

**RESOLUTION # 1950 – Moved by J. Siggelkow to appoint MNP LLP as the external financial auditor for 2025-2027 fiscal years. CARRIED**

### 8.3 RFD – Wild Rose Manor Re-allocation

*There was a capital project at Wild Rose Manor for flooring that came in under budget. When operations were looking at purchasing the new dining room furniture, another capital item, it was going to come over budget due to tariffs. Administration is wanting to keep this item clean and is asking the board to approve the reallocation of \$7,373.25 from the flooring project to the dining room furniture purchase.*

**RESOLUTION # 1951 – Moved by A. Poetker to approve reallocation of \$7,373.25 of the residual money from capital budget item for flooring at Wild Rose Manor to the capital budget line item for the purchase of Dining room Furniture at Wild Rose Manor. CARRIED**

### 8.4 RFD – Clairmont Lands

*This item comes from the building committee. There was discussion around ensuring that the building that is wanted happens. Still waiting on the funding; there are no plans moving forward at this time. There is no intention of moving forward with building while Smith Lands is still in the construction phase. Financing will be easier to obtain once land is transferred over to Grande Spirit Foundation.*

*There was some urgency expressed to things moving before the election, but preference was given for things to move forward once the election is over.*

*The first round of financing for this project, but the province is aware of this project. There was no timeline given in the last letter that was sent by the County of Grande Prairie. The negotiation that is happening is to get the land transfer completed to make applications for funding easier. Administration is not aware of when the second round of funding applications opens but hoping it will be in the fall. Administration is looking for continued board approval to continue negotiation with the County of Grande Prairie on this project.*

**RESOLUTION # 1952 – Moved by J. Siggelkow to approve with continued negotiation with the County of Grande Prairie with the purpose of proceeding with transfer of lands located at NE-25-72-6-W6, Tax Roll #351400 to Grande Spirit Foundation for future new housing. CARRIED**

9. UNFINISHED BUSINESS

9.1 RFD – Consent Agenda Policy

*The policy is back with minor updates from the August 2025 meeting; Administration is looking for final approval from the board for this policy.*

**RESOLUTION # 1953 – Moved by A. Hubert to approve the Consent Agenda Policy as presented. CARRIED**

9.2 RFD – Rental Rates for Pleasant View Apartments

*The apartment rental rates were emailed out for approval and administration is looking to ratify this item. There are parking fees for this building, just like other senior self-contained apartments with Grande Spirit Foundation. Those parking rates are included in the resident rate sheet that has previously been approved. The rental rates for the Pleasant View apartments include one meal available 7 days a week.*

*The final inspection has been submitted for the apartments and hoping to see the occupancy permit soon.*

**RESOLUTION # 1954 – Moved by T. Burton to ratify the approval of the rental rates for Pleasant View Apartments, as presented, for 2025 and 2026. CARRIED**

*Break at 10:30 am*

*Back at 10:43 am*

10 ROUND TABLE

11 CLOSED SESSION

**RESOLUTION # 1955 – Moved by C. Thiessen to move into closed session at 10:43 am. CARRIED**

11.1 Smith Social

11.2 Personnel

**RESOLUTION # 1956 – Moved by C. Thiessen to come out of closed session at 12:01 pm. CARRIED**

**RESOLUTION # 1957 – Moved by A. Poetker that the board agrees to ratify the union agreement as presented in closed session. CARRIED**

**RESOLUTION # 1958 – Moved by A. Hubert that the board approve the board chair to sign the CAO contract renewal as discussed in closed session. CARRIED**

12 NEXT MEETING DATE – Board Orientation November 27, 2025

13 ADJOURNMENT: Adjourned at 12:11 pm

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*Judy Kokotilo-Bekkerus, Chair*

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*Date*

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*Steve Madden, CAO*