



**GRANDE SPIRIT FOUNDATION BOARD MINUTES**  
**Pleasant View Lodge, Spirit River, 9:30 am**  
**Friday January 16, 2026**

Present:	Judy Kokotilo-Bekkerus	Town of Beaverlodge
	Tom Burton	MD of Greenview
	Albert Poetker	Birch Hills County
	Ed Armagost	Saddle Hills County
	Tony Van Rootselaar	MD of Spirit River
	Ken Hildebrand	Town of Sexsmith
	Chris Thiessen	City of Grande Prairie
	Roxann Dreger	Village of Rycroft
Administration:	Steve Madden	CAO
	Kelsey Edginton	Executive Assistant
	Ryan Mysko	Director of Finance
	Shari Hrehoruk	Director of Operations
	Tracy Bussiere	Director of Human Resources
	Wes Jacobs	Facilities Manager
Guest:	Burke Atkinson	BA Leasing Ltd - Virtual
Absent:	Karen Rosvold	County of Grande Prairie
	Tanya Skinner	Town of Wembley
	Tammy Yaremko	Twon of Spirit River

1. CALL TO ORDER

*J. Kokotilo-Bekkerus called the meeting to order at 9:30 am*

2. CHANGES AND/OR ADDITIONS TO AGENDA

*Change to move Closed Session 11.1 to be after 5. Public Input.*

3. APPROVAL OF AGENDA

**RESOLUTION # 1987 – Moved by R. Dreger to approve the agenda with changes. CARRIED**

4. APPROVAL OF MINUTES – Organizational Minutes November 28, 2025

**RESOLUTION # 1988 – Moved by K. Hildebrand to approve the November 28, 2025 Organization Minutes as presented. CARRIED**

Board Meeting Minutes November 28, 2025

**RESOLUTION # 1989 – Moved by A. Poetker to approve the November 28, 2025 Board minutes as presented. CARRIED**

5. PUBLIC INPUT/PRESENTATIONS

11. CLOSED SESSION

**RESOLUTION # 1990 – Moved by C. Thiessen to move into closed session at 9:33 am. CARRIED**

11.1 Partner Agreement

**RESOLUTION # 1991 – Moved by C. Thiessen to move out of closed session at 10:25 am. CARRIED**

**RESOLUTION # 1992 – Moved by T. Burton to approve the board schedule a special meeting to finalize this matter. 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
- g. Action Listing

6.2 Correspondence

- a. Asset Transfer Letter
- b. Interim Budget Letter
- c. Seniors Income Amounts
- d. Ministerial Order Update re: Smoking

**RESOLUTION # 1993 – Moved by K. Hildebrand to accept as information. CARRIED**

7. REPORTS

7.1 CAO Report

*When it comes to the fire that happened at Margaret Edgson Manor in 2025, tenants need to have insurance when the lease is signed but it is out of Grande Spirit Foundation's control if the tenant cancels the insurance or doesn't renew it. There have been concerns over responsibility if there is a fire and where the liability lies with insurance. If insurance is cancelled, there are questions about who is responsible for making sure that the insurance is always maintained. The building is owned by Grande Prairie Residential Society with Grande Spirit Foundation managing the building. Grande Spirit Foundation holds general liability insurance for the property management contract, but the insurance doesn't cover contents. This is a good item to discuss when it comes to the two projects, Smith Lands and Clairmont, as the buildings will be owned by Grande Spirit Foundation.*

*Administration will investigate the different options available to make sure that insurance is kept up to date in the event of a fire or emergency of this nature as well as the roles and responsibilities of Grande Spirit Foundation as this is a risk that can impact all involved. Grande Spirit Foundation is dedicated to helping the residents and tenants of all the buildings that are owned and managed but steps need to be taken to make sure those residents and tenants are covered as well.*

**RESOLUTION # 1994 – Moved by A. Poetker to approve administration to identify the insurance tools necessary to protect the tenants and Grande Spirit Foundation in the care of a catastrophic event to happen. CARRIED**

*There were meetings with the province and ministry about the concerns with Pleasant View Lodge and the challenge of vacancies. The main challenge with getting the Type B units filled is lack of housing in the area for staff. When looking at the issues that are being faced with the vacancies, administration is looking at it almost as a business plan item with sending history to the province to try and get the deficit funded from 2024 and 2025. The finance department and administration are working together to get things sorted and hoping it will be part of the 2026 budget. The province knows that agency staff have been moved out of the Type B units and into the new apartments so that space is available for residents.*

*Administration met with the Deputy Minister about capital projects in Clairmont and the others that are listed in the business plan. Talked about the transfer of assets, Amisk Court in Beaverlodge, but with budget cuts coming the transfer will not be happening as it is not a priority.*

*Met with Grande Spirit Foundation's housing advisor, and there are no concerns but will be looking at an audit from the province since it has been a long time.*

*The old Pleasant View Lodge has been advertised as housing in the area which should help with the housing shortage in the region.*

**RESOLUTION # 1995 – Moved by T. Burton to accept the CAO Report as information. CARRIED**

7.2 Financial Report

*Doing well at this point in the year as it is still early. Other than Pleasant View Lodge vacancies, things have been moving smoothly.*

**RESOLUTION # 1996 – Moved by K. Hildebrand to accept the Finance Report as information. CARRIED**

8. NEW BUSINESS

8.1 RFD – Reserve Transfer

*The proceeds of the sale of the old Pleasant View Lodge were received but no direction was given once funds were received. Administration is looking to preserve these funds for future projects and is recommending the board move the full proceeds to the Lodge Future Development Reserve.*

**RESOLUTION # 1997 – Moved by T. Burton to approve a transfer of \$579,705.00 from Accumulated Surplus to the Lodge Future Development Reserve. CARRIED**

8.2 RFD – Labour Management Terms of Reference

*Things have become confusing for all members of this committee. There should be 7 management members, which includes the board members, but with three board members sitting on the committee it only leaves room for three staff members, when there should be five staff members. This is beneficial for our staff as it bridges the gap between union and non-union. Administration is looking at having one board member on the committee with the board chair as the ex-officio member. It would be good to have an alternate that is kept in the loop of all the things that are happening with the committee so that if the regular member cannot attend the alternate is not going in not knowing what has been happening. The terms of reference will need to define whether there is an alternate or not, as well as the membership structure. With the change in structure to the board membership, communications will increase to make sure everyone knows what is happening. Once the changes are made to the terms of reference, it will be brought to the Labour Management Committee for review and then to the board for final approval.*

**RESOLUTION # 1998 – Moved by T. Burton to defer the Labour Management Terms of Reference to a future board meeting. CARRIED**

9. UNFINISHED BUSINESS

10 ROUND TABLE

*T. Van Rootselaar – Working in getting a daycare up and running in the region. On Wednesday, the MD of Spirit River council made a motion to commit \$350,000 to move forward with the construction of a new daycare with local shareholders. Rough timeline of the project is 24 months, or that is what is wanted. The council welcomed four new members, and everyone is on board to get things done. A topographical survey has been done on the land south of the Town and a meeting on how to proceed with that land.*

*E. Armagost – There are two new councilors at the Saddle Hills County. Things have been busy since the election. The clinic in the region has opened again with a new Nurse Practitioner to join the two that were already working there. There has been advertising for the new seniors' apartments and work will start to get out.*

*T. Burton – Need to start looking at discussion of all the rural things that are happening in the region and how everyone can come together to make sure businesses are not closing as that is when towns start to die. Need to look at the economic development in the region to achieve success and to make all the regional municipalities stronger. The MD of Greenview has been tenders out for all the summer projects.*

*K. Hildebrand – The new ladder truck is being inspected in Florida and will be making its way back up north. The old ladder truck was sold, and it headed to Fairview. Painted Sky development is hoping to see shovel in the ground in 2027. Residents at Sunset Homes are saying there is no ice control or snow removal. Would like to see the controls in place to help with this snow removal as there has been a lot of snow in the last few months. Would like to put complaints to rest and to reassure that Grande Spirit Foundation is looking after things. There are new members on Sexsmith Council, and they are fitting in with well.*

*R. Dreger – There are two new members on council who are doing well. Working with Peace Wapiti School Division on getting a daycare up and running at the Rycroft School as there is space for it and it works well in the school setting. Working on FCSS to get a fresh start on things. The Village of Rycroft appreciate everything that Birch Hills County and Saddle Hills County is doing for the area.*

*C. Thiessen – Budget discussions are coming up in February. The mayor and one councilor are heading to Washington for a summit. There are some projects happening, like pricing around roundabouts to bridge the gap between the city and the County. There is an apartment building going up on 132 Avenue and it is moving very quickly. Courage everyone to attend the memorial for local elder Angie Crerar that will be at Bonnets Center on January 21. She was a driving force for this area as well as a advocate for the indigenous and unhoused.*

*J. Kokotilo-Bekkerus – The concert is being poured for the new health complex. Strategic planning will be happening next week. There are three new councilors which is great and will be interesting as to what they will*

*bring to the table. Met with the Metis Association to see about housing options as well as partnering with the Elder Care Shelter.*

*T. Bussiere – Would like to recognize the maintenance team for all the hard work that went into the snow removal throughout December. They went above and beyond their regular hours to make sure that the snow was clear for our residents.*

*S. Madden – Met with the MD of Spirit River to talk about the bus. The MD council made a motion to engage with Grande Spirit Foundation on this item and will be bringing back some options in February.*

**RESOLUTION # 1999 – Moved by J. Kokotilo-Bekkerus to approve a donation of \$1000 to the Elder Care Shelter on behalf of Angie Crerar. CARRIED**

12 NEXT MEETING DATE – February 20, 2026

13 ADJOURNMENT: Adjourned at 12:02 pm

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*Judy Kokotilo-Bekkerus, Chair*

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*Date*

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*Steve Madden, CAO*