



GRANDE SPIRIT FOUNDATION BOARD MINUTES
Amisk Court, Beaverlodge, 9:30 am
Friday April 17, 2026

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| Present: | Judy Kokotilo-Bekkerus Tom Burton Tammy Yaremko Albert Poetker Ed Armagost Roxann Dreger Ken Hildebrand Chris Thiessen | Town of Beaverlodge MD of Greenview Town of Spirit River - Virtual Birch Hills County Saddle Hills County Village of Rycroft Town of Sexsmith County of Grande Prairie |
| Administration: | Steve Madden Ryan Mysko Shari Hrehoruk John Steward Tracy Bussiere Norma Tracy Kelsey Edginton | CAO Director of Finance Director of Operations Director of Projects and Maintenance Director of Human Resources Human Resources Coordinator Executive Assistant |
| Absent: | Tanya Skinner Karen Rosvold Tony Van Rootselaar | Town of Wembley County of Grand Prairie MD of Spirit River |

1. CALL TO ORDER
J. Kokotilo-Bekkerus called the meeting to order at 9:32 am
2. CHANGES AND/OR ADDITIONS TO AGENDA
Addition to Closed Session 11. Smith Social Enterprise Funding and 11.2 Personnel
3. APPROVAL OF AGENDA
RESOLUTION # 2025 – Moved by T. Burton to approve the agenda as amended. CARRIED
4. APPROVAL OF MINUTES – Board Meeting Minutes March 20, 2026
RESOLUTION # 2026 – Moved by C. Thiessen 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. Kikinow Elders Lodge Grand Opening Save the Date
 - b. Partnership Insights Newsletter
 - c. 2026-2027 CMR Approved Budget Letter

Request to take 6.2.a out of the consent agenda.

The date for the Kikinow Elder Lodge opening has been moved from June 17th to June 18th, 2026. The date changed due to a conflict with ASCHA's golf tournament.

Kikinow Elder Lodge is the first indigenous lodge built by a Housing Management Body. It is just outside of Grande Cache and overlooks Victor Lake. C. Thiessen will be at the opening on behalf of ASCHA for the ribbon cutting. An invite will be sent closer to the date.

RESOLUTION # 2027 – Moved by R. Dreger to approve as information. CARRIED

7. REPORTS

7.1 CAO Report

Quick highlight from the report is that capital requisition discussions will happen in the last week of April, beginning of May. The capital requisitions are not something that would happen until 2027 or 2028, but it would be good to have the discussions now. This is not something that has been done before but councils have asked about this. The capital requisitions are related to Bill 28. Bill 28 is intended to allow Housing Management Bodies to requisition for money required for owned buildings. There are reserves to help assist with this and over time Grande Spirit Foundation has created reserves to protect things when something happens. The province recognized that lodges are better older and rather than react we can have building assessments and think about the next five years. Bill 28 allows housing Management Bodies to think long term and requisition money when it is needed. Municipalities can deny Housing Management Bodies from asking for the money. This is not for new buildings; this is for buildings that are already owned to help maintain and fix them. Currently in a good position as things have already progressed down this road and it great that they are changing the law to help everyone. Bill 28 may have already been passed by the time the meeting happened, but it should be coming to fruition in the fall of 2026.

The Pleasant View Lodge bus needs a CVIP done which is partly why it is not up and running. Buses over 11 passengers need the operators to have safety certificates that are renewed every three years. The bus has not been running as there weren't a lot of requests for it at the old lodge. In the new lodge the bus driver is the site assistant manager and cannot do the driving anymore due to time constraints. When the MD of Spirit River first approached administration about their bus, it was regarding capital partnership and has since moved to operation of the bus; since then, the MD of Spirit River has come back and doesn't want to move forward with the bus. The bus is great for seniors and helps with their quality of life but there is no money in the bus. The buses are meant for events for seniors, like shopping and not for appointments. The previous driver used to take the seniors to appointments because they were needed. Administration is still doing a review of this item. When looking at replacement options, a new bus is in the \$250,000 range for that size of bus. There could be a possibility of replacing the bus with a passenger van with a lift to accommodate the wheelchair aspect.

There is a typo in the report that states the Friends of the Foundation golf tournament is on June 12th, but it is now on May 29th. It will be at Morning View Golf Course. The golf tournament has always been held there but there could be potential for another golf course in the future.

7.2 Financial Reports

Lodge operations are doing good with rents above budget. The biggest impact is LAP. When the province stated that villas do not qualify under LAP, it was decided that the Wild Rose Villas do not qualify but the villas in Lakeview would qualify, but only 90 units. The Wild Rose Villas do not qualify as they do not get lodge services. This was all part of the lodge panel review. While funding was lost of some units, they increased the amount of funding per door for LAP so it evens out.

There are lodge residents on the second floor of Pleasant View Lodge as there were vacancies. It is on the Type B secure that is where the vacancies are. Grand4e Spirit Foundation was informed that there is no waitlist for these units, and it could take as long as 20 years to fill all those units. There have been conversations with the new Senior Operating Office of Assisted Living Alberta about the vacant units. The

biggest problem with getting the units filled is the lack of housing for staff. This has been the biggest challenge thus far with the Type B units.

Utilities are over budget for the year; maintenance is way over due to snow clean up costs. Salaries are below budget but expected to normalize over the year.

On the provincial side, doing \$69,000 better than budget due to vacancy management and higher rents. Maintenance costs are high, as well as salaries. Capital funding is amortization and contributions we have received from the government; it is matched to the depreciation of the building and doesn't affect the operations at the end of the day. Overall rent supplement is \$60,000 better than budget. It means we are serving more people and means higher admin fees. Can help approximately 70 more families. The apartments in Spirit River has \$83,000 deficit while waiting for it to fill. Roughly half the units are filled.

RESOLUTION # 2028 – Moved by R. Dreger to accept 7.1 and 7.2 as information. CARRIED

Break at 10:30 am

Back at 10:43 am

8. NEW BUSINESS

8.1 RFD – Asset Disposal Policy

There has been an ongoing review of policies, and this is one that needs to be updated. It was taken to the Policy Review Committee where it was recommended to the board for approval. Part of the update is bringing it in line with the new policy formatting. The revision date will state the date of the board meeting where it was approved.

RESOLUTION # 2029 – Moved by A. Poetker to approve the updated Asset Disposal Policy 4-0630 as presented. CARRIED

8.2 RFD – Borrowing Authorization Policy

This was another policy brought to the Policy Review Committee to bring it up to the new formatting. This was reviewed by the committee and recommended to the board for approval.

RESOLUTION # 2030 – Moved by K. Hildebrand to approve the updated Borrowing Authorization Policy 4-2300 as presented. CARRIED

8.3 RFD – Depreciation of Capital Assets Policy

This was another policy taken to the committee for review where it was recommended to the board for approval.

RESOLUTION # 2031 – Moved by R. Dreger to approve the updated Depreciate of Capital Assets Policy 4-0620 as presented. CARRIED

8.4 RFD – Equipment Resources and Usage Policy

This is a brand-new policy that was needed, and it was brought to the Policy Review Committee a few times before the recommendation to the full board was made. All departments have reviewed this policy and agree with it. There is a communication plan as well as documents to make sure that the policy is followed.

RESOLUTION # 2032 – Moved by E. Armagost to approve the Equipment Resource and Usage Policy as presented. CARRIED

8.5 RFD – Labour Management Committee Terms of Reference

The Terms of Reference were taken to the Labour Management committee where items were discussed. It was very board heavy, so it was changed to have one board member and the board chair as e-officio. There were some other changes to wording to make sure things are clear and easy to understand. Administration shared this with the Union President, and they were in agreement with the changes. Administration is now asking for board approval for the Terms of Reference. The board would like to thank Human Resources for all the hard work with union negotiations and the struggles that have come with this committee; as well the board would like to thank the Executive Assistant for volunteering to take the minutes to make sure that things are consistent across the board. There should be something in the Terms of Reference about having the Union President sign off on changes when changes are made.

RESOLUTION # 2033 – Moved by A. Poetker to approve updated March 2026 Terms of Reference for the Labour Management Committee. CARRIED

8.6 RFD – Fundraising Coordinator Review

Administration is looking at bringing someone on to help Friends of the Foundation for a few months. The focus would be on the annual harvest dinner in the fall. If other items such as grant to pursue were part of the job it could have the potential of being in a part time position. There has been discussion with the Friends of the Foundation Committee, and they would like the coordinator to stay focused on the events that are hosted during the year and not looking at grants. The coordinator position is an important piece to the strategic plan and if the right person is found it would be greatly beneficial to the seniors. There is a contract with Costco to have in-store returns as well as new products to be donated. The members of the committee go to Costco to pick up the items when available and they are put in a storage unit until they are given out.

RESOLUTION # 2034 – Moved by A. Poetker to defer this item to a future meeting. CARRIED

9. UNFINISHED BUSINESS

11. CLOSED SESSION

RESOLUTION # 2035 – Moved by R. Dreger to move into closed session at 11:21 am. CARRIED

11.1 Smith Social Enterprises Funding

11.2 Personnel

RESOLUTION # 2036 – Moved by T. Burton to move out of closed session at 11:35 pm.

RESOLUTION # 2037 – Moved by T. Burton that in connection with a loan to Smith Social Enterprises Ltd. Relating to financing for the Smith's Landing Apartments, the Foundation approves the execution and delivery to Computer Trust Company of Canada of the following documents: a guarantee in support of Smith Social Enterprises Ltd., a deficiency and completion guarantee, and an environmental indemnity agreement. CARRIED

RESOLUTION # 2038 – Moved by A. Poetker that the CAO, Steve Madden, and any director of the Foundation are authorized, for and on behalf of the Foundation, to execute and deliver to Computer Trust Company of Canada, the guarantee, the deficiency and completion guarantee, and the environmental indemnity agreement, and all other documents relating to the execution and delivery of the documents, each in the form that such authorized signatories may approve. CARRIED

T. Yaremko left at 11:39 pm.

10. ROUND TABLE

C. Thiessen – ASCHA convention went well. Talked with CMHC representatives about the challenges of housing people in rural settings and not having workings on site or in their communities where they work. There was an ask about considering potential resident quarters in a building. Urged them to investigate this idea to help the rural areas. Talked about asbestos abatement and the cost. When looking at retrofits, needed to future proof. CMHC will not touch a project if there is asbestos. There was an ask about a grant to help with abatement but there is no real answer. Hopefully this is something that is considered in the future as it will help homeowners as well.

A. Poetker – The ASCHA convention was good. A lot of conversations about housing in the community. Due to the housing shortage, there were no school buses for a short time in Eaglesham. There are a lot of people in the community that are in need of affordable housing.

T. Burton – ASCHA was good. The breakout sessions had a lot of great information. Atkinsons involvement while there was good. It is nice to have formal and informal discussions.

E. Armagost – There is still a lot of snow in the fields in Saddle Hills County. Finishing up the budget and the next council meeting will be about tax bylaw.

R. Dreger – Not much happening in Rycroft right now.

K. Hildebrand – Want to extend a thank you for the bus tour. It was great to see the residents and how happy they are, as well as the staff. Hoping to make ASCHA next year. The new ladder trick is in, the County of Grande Prairie helped with the purchase as Sexsmith often assists the County. Finishing up budget talks for the Town.

J. Kokotilo-Bekkerus – ASCHA was great. There was a booth and breakout session that had a full body scanner to record all the issues in your body. The premise was to be able to ensure that people are as health as they can be to avoid falls and such.

12. NEXT MEETING DATE – May 15, 2026 – Lakeview in Clairmont

13. ADJOURNMENT at 12:15 pm.

Judy Kokotilo-Bekkerus, Chair

Date

Steve Madden, CAO