



**GRANDE SPIRIT FOUNDATION BOARD MINUTES**  
**Lakeview, Clairmont, 9:30 am**  
**Friday April 26, 2024**

Present: Judy Kokotilo-Bekkerus Town of Beaverlodge  
Chris Thiessen City of Grande Prairie  
Jonathan Siggelkow Town of Sexsmith  
Tom Burton MD of Greenview  
Denise Joudrey Birch Hills County  
Denise Skoworodko Town of Spirit River  
Karen Rosvold County of Grande Prairie - Virtual  
Joanne Chelick Village of Rycroft  
Tanya Skinner Town of Wembley

Administration: Steve Madden CAO - Virtual  
Kelsey Edginton Executive Assistant  
Ryan Mysko Director of Finance  
Shari Hrehoruk Director of Operations  
Hilary Head Administrative Coordinator  
Scott McFadyen Project Manager

Absent Alvin Hubert Saddle Hills County  
Tony Van Rootselaar MD of Spirit River

Guests

1. CALL TO ORDER

J. Kokotilo-Bekkerus called the meeting to order at 9:31 am.

2. CHANGES AND OR ADDITIONS TO AGENDA

*Addition of 7.4 Rycroft Ag Society and 7.5 Naming of Smith Lands*

3. APPROVAL OF AGENDA

**RESOLUTION # 1727 – Moved by C. Thiessen to approve the agenda with changes. CARRIED**

4. APPROVAL OF MINUTES – March 22, 2024

*Some changes need to be made to the discussion portion regarding the auditor appointment. Administration will correct this item. The motion is correct for this item.*

**RESOLUTION # 1728 – Moved by J. Siggelkow to approve the minutes with amendments. CARRIED**

4.1 Business Arising from Minutes

**RESOLUTION # 1729 – Moved by D. Skoworodko to approve sending the auditor RFP to the finance committee for discussion. CARRIED**

5. PUBLIC INPUT/PRESENTATIONS

6. REPORTS

6.1. CAO Report

*Few items to discuss from the CAO report.*

*The board needs to decide on the naming of the Smith Lands project, which was sent out by email. The building would not have the same name, as it is just the partnership being named. The Smith Social Enterprises is the consensus with equal partnership between Grande Spirit Foundation and B.A Holdings.*

*Business plans always have a list of capital priorities, and our listing needs to be updated. The building committee has discussed the projects on the list with some changes that should be made to the list. Administration is looking to remove Park Avenue project as this project was cancelled. Administration would also like to remove the new*

*Pleasant View Lodge project and DeBolt project as these are almost completed and no longer needed on the sheet. Amisk Court expansion should be kept on the list as this is something that should stay on a priority list, but the Beaverlodge Health complex can come off the list. The Grovedale project will stay on the list, as will the Wembley Family Housing units. Spirit River apartments will move to the top spot on the list, with Smith Lands coming in second/ The purpose of the typed-out project listing is a high-level view of the projects that are being discussed or in the process of completing.*

*Cedar Point is the old Stonebridge hotel that the City of Grande Prairie bought. The city has contacted Grande Spirit Foundation to partner on the tenant side of things where the foundation would select the tenants for the units. Administration has toured the units and can see what the vision is for this project. The model is like Parkside where Cedar Point units are self-contained units for those who are out of transitional housing and is the last stop to getting back on their feet. There are some concerns around this project as it is not situated for long term housing and may change the vision of what Grande Spirit Foundation does. There is more discussion needed before a decision is made on this project.*

**6.1.a Grand Opening Committee**

*The fundraiser that was hosted by the Rycroft Ag society was a big success. Over 500 people attended with auction items being above and beyond anything expected. Looking at a public thank you to everyone at the event. Naming rights for rooms at the lodge went for over \$200,000 and the final number for the whole night is not year completed but estimated over \$500,000.*

*For the grand opening, still needing a MC for the event. No indigenous groups are able to attend the grand opening. Still looking at finalizing the entertainment for the event. Currently sitting under budget for the event with things coming together nicely.*

**6.1.b. Building Committee**

*No Building Committee this month.*

**7.1 RFD – Lakeview Duct Heaters**

*Last year it was noted that the heating system at Lakeview needed a boost to help the PTAC units. There has been a lot of investigating into what would work best to help the PTACs, along with an energy audit. The energy audit found a heating upgrade could be completed that would assist the PTACs and improve heating in the building. Trane, procured by Alberta Municipalities to complete the audit, completed a review that provided recommendations for improving the heating system. Trane also provided a cost for the upgrade that would include the cost of the energy audit GSF completed with Alberta Municipalities. Funds for the upgrade are available in reserve.*

**RESOLUTION # 1730 – Moved by C. Thiessen to approve a contract with Trane for a total of \$235,020, plus any applicable sales tax, to install two gas fired duct heaters at Lakeview, with funds to come from the future development reserve. CARRIED**

**7.2 RFD – Pleasant View Lodge Parking Lot**

*This is the parking lot for the lodge residents. When starting the apartment, the parking lot was in the middle of where the construction staging would occur. If the parking lot had been completed, the staging area could have damaged it, so it was not completed. It is not just a parking lot, there is a ditch between the two buildings and a retaining wall to help assist with the major risk of erosion. Currently working with the province to get this to try and get funds for this item. The province received funds from Saddle Hills County, but these monies are not under Grande Spirit Foundation. Administration sent a letter to the province requesting the parking lot be completed, but no response has been received. Administration would like this parking lot to be completed in the 2024 construction season. This is something that has been in the works since last summer with the knowledge of the province holding onto these funds. There is a contingency fund of roughly \$200,000 in place for the project. There is a \$103,000 credit with the province, so with both the contingency fund and funds from the province, there is still funding needed to complete the project.*

**RESOLUTION # 1731 – Moved by C. Thiessen to approve \$66,400 from future building reserve to assist with completion of the Pleasant View Lodge parking lot and proceed with negotiations with Brenex to complete paving at a maximum price of \$370,000. CARRIED**

**7.4 Rycroft Ag Society**

*Members of the Rycroft Ag Society attended the meeting for the board to thank them for an amazing event. When the Ag Society was starting to plan their annual dine and dance, it was brought up that the lodge would be a great opportunity for the funds raised to receive. The event came together over the winter and society could not be happier with how it turned out. The funds that were raised are far beyond any expectations with the estimated total being \$450,107 going towards the new Pleasant View Lodge.*

*Administration would like to get a listing of volunteers and donors to send out a thank you for their contributions towards Grande Spirit Foundation. There will be a social media post going out on the Rycroft Ag Society's*

Facebook page that will be a thank you to everyone who donated, volunteered and the buyers of the event. Those who bought the naming rights will have names passed on to administration so contracts can be started. Rycroft Ag Society will be doing a cheque presentation at the June 1<sup>st</sup> grand opening. The next Ag Society event is the Race the 8 events on July 26-28, 2024, and they are also planning an Oktoberfest.

**RESOLUTION # 1732 – Moved by D. Joudrey to accept Grande Spirit Foundation to receive the declaration of the fundraising event presented as information. CARRIED**

### 7.3 RFD – Feasibility Assessment

This feasibility study was mentioned at last month's meeting and money will be needed to move forward. A request was posted, with a few bids being received. Fire and Form Inc was the successful bidder, with the lowest bid and highest score. Scoring is based on the criteria in the RFP. Administration is asking to enter a contract with Fire and Form Inc. to proceed with the project and the long-term planning with the capital assets.

**RESOLUTION # 1733 – Moved by C. Thiessen to approve management negotiation and signing a contract with Fire and Form Inc. resulting from the Energy, Accessibility and Condition Assessments RFP in an amount not exceeding \$79,950. CARRIED**

### 6.2. Portfolio Report

Currently 825 active waitlist applicants. Rent Supplement has had an increase of \$500,000 this year which means the waitlist numbers should come down. A breakdown of wait-list numbers will be included in the operations report. The breakdown will include rent supplement numbers and a breakdown of the area where the applicants are applying for.

### 6.3. Finance Report

For the CMHC funding, the \$4.27 million, looking at funding options for the 60% that is needed by the foundation to fund the CMHC funded projects. Talks with lenders are taking place as there should be different finance options to look at before deciding. Would like to bring this information back to the next meeting with the final decision to be made in June. Once a listing is compiled for all the projects that have already been completed and qualify, a decision will need to be made to move forward with new projects.

Finance has been engaging with accountants around GST with the Spirit River apartments. Looking at a GST audit to make sure things are good and appropriate.

#### 6.3.a. Finance Committee

There was an informal meeting to start the budgeting process as the quorum was not met. No decisions were made at the meeting, just preliminary discussions on the draft budget. Meeting in the board package is from the January meeting. The Finance committee will discuss request for decision when they include costs and if the amount on the request should include the cost with GST. The next meeting date is May 6<sup>th</sup>, 2024.

### 6.4. Maintenance Report

Included in the package. Amisk court sidewalk replacement was approved by the province.

### 6.5. Director of Human Resources Report

Included in the package, no questions, or concerns with the report.

### 6.6. Director of Operations Report

Included in the report. All things are focused on Spirit River right now. There is a room that has been staged for those to look at when picking a room. Public Health inspection coming up with the occupancy report already being completed. The fire department will be signing off on the emergency response plan that has been put in place. When all these items are completed, accommodation standards will come in and review everything for licensing. Furniture should be arriving at the lodge the week of May 6<sup>th</sup>. TELUS and Atco are busy in the lodge getting things finished. Everything is coming together nicely.

K. Rosvold left at 12:30 pm

When it comes to outbreak, the protocols were already in place prior to COVID. While it may seem harsh, the protocol targets hot touch points and sanitizing. Outbreaks are not as bad as they used to be, but the term and protocols have always been in place for contagious illnesses. In the operations report, change outbreak to health occurrence.

### 6.7. Project Manager Report

No questions or concerns with the report. The DeBolt pilings have been completed.

### 6.8. Action Listing

*No questions or concerns with the action listing.*

**RESOLUTION # 1734 – Moved by D. Joudrey to accept 6.1 to 6.8 as information. CARRIED**

7. NEW BUSINESS

7.5 Smith Lands Naming

**RESOLUTION # 1735 – Moved by C. Thiessen to accept Smith Social Enterprises Ltd. For the USA agreement for the creation of the corporation. CARRIED**

8. UNFINISHED BUSINESS

9. CORRESPONDENCE

9.1 2024 Capital Maintenance Renewal Letter

*The province sent out a letter stating the updated listing on approval for the Capital Maintenance and Renewal listing.*

10. ROUND TABLE

11. CLOSED SESSION

12. NEXT MEETING:

12.1 Board Meeting – May 24, 2024 – New Pleasant View Lodge

13. ADJOURNMENT: Adjourned at 12:46 pm

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*Judy Kokotilo-Bekkerus, Chair*

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*Date*

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*Steve Madden, CAO*