



**GRANDE SPIRIT FOUNDATION BOARD MINUTES**  
**Lakeview, Clairmont**  
**Friday February 24, 2023**

Present:	Judy Kokotilo-Bekkerus	Town of Beaverlodge
	Denise Joudrey	Birch Hills County
	Joanne Chelick	Village of Rycroft
	Jonathan Siggelkow	Town of Sexsmith
	Elaine Garrow	MD of Spirit River
	Tanya Skinner	Town of Wembley
	Tom Burton	MD of Greenview
	Denise Skoworodko	Town of Spirit River
	Chris Thiessen	City of Grande Prairie
Administration:	Steve Madden	CAO
	Kelsey Edginton	Executive Assistant
	Hilary Head	Administration/Health and Safety
	Ryan Mysko	Director of Finance
	Shari Hrehoruk	Director of Operations
	Tracy Bussiere	Human Resources Manager
	Wes Jacobs	Facilities Manager
Absent:	Karen Rosvold	County of Grande Prairie
	Alvin Hubert	Saddle Hills County

1. CALL TO ORDER

J. Kokotilo-Bekkerus called the meeting to order at 9:34 am.

2. CHANGES AND OR ADDITIONS TO AGENDA

*Addition of a proposal of P3 partnership under CAO report.*

3. APPROVAL OF AGENDA

**RESOLUTION #1527 – Moved by T. Burton to approve the agenda as presented.**

**CARRIED**

4. APPROVAL OF MINUTES – January 27, 2023

*Addition of adding when J. Kokotilo-Bekkerus entered meeting.*

**RESOLUTION #1528 – Moved by J. Siggelkow to accept the amended minutes as presented. CARRIED**

5. PUBLIC INPUT/PRESENTATIONS

6. NEW BUSINESS

6.1. RFD – Truck Purchase

*The board previously approved one truck replacement for \$40,000 in the 2023 capital list. The bid for the truck came in higher than expected. The lowest bidder was Grande Prairie Chrysler who provided a bid of \$49,625.25 with one dealership refusing to bid and one who did not currently have the inventory. In the past, Grande Spirit Foundation fleet vehicles have been single cab, but due to supply chain issues most vehicle manufactures are not making single cab pick ups anymore. The truck being replaced was not traded in, and it will be offered to GSF staff through a silent bid, which will help offset the costs of the new truck.*

**RESOLUTION #1529 – Moved by E. Garrow to approve the purchase of one truck for operations from Grande Prairie Chrysler in the amount of \$49,625.25 with the added funds over the board approved 2023 capital plan of \$9,625.25 to come from Equipment Replacement Reserve.**

**CARRIED**

*C. Thiessen entered at 9:40 am*

7. UNFINISHED BUSINESS:

7.1 RFD – Outbreak Management Policy

*The final draft version of the Outbreak Management Policy has been brought back with definitions added and a statement about Grande Spirit Foundation will do everything in it's power, within the guidelines and directions of orders to provide open visitation for friends and families of the residents.*

**RESOLUTION #1530 – Moved by J. Siggelkow to approve the Outbreak Management Policy as presented. CARRIED**

7.2 RFD – RMA Resolution

*Administration sent the board a draft resolution by email after the January 2023 board meeting. Birch Hills County received the resolution where there was some changes made to the document, suggested wording to make it more appropriate to pass on the floor at RMA. The intent of the resolution was not changed by Birch Hills County.*

**RESOLUTION #1531 – Moved by D. Skoworodko to ratify the approval of administration to send the draft capital maintenance resolution to Birch Hills County for their submission to the Rural Municipalities of Alberta. CARRIED**

7.3 AB Municipalities Resolution

*Nothing has been sent to Alberta Municipalities as there would need to be a resolution from one of the members municipalities to then take it to their council. This will need support from two other municipalities.*

**RESOLUTION #1532 – Moved by C. Thiessen to approve administration to bring a report back on RMA resolution and to move forward with Alberta Municipalities resolution at the April board Meeting. CARRIED**

8. CORRESPONDENCE:

8.1 Audit Service Plan

*This is information from the auditors listing what they are looking for in the audit, timelines and the cost. The auditors have completed their onsite work and are now working on the statements. There has been nothing communicated about any significant items yet. Thank you to the finance department for all of their work during the audit.*

**RESOLUTION #1533 – Moved by C. Thiessen to accept this as information. CARRIED**

9. REPORTS

9.1 CAO Report

*Have been in contact with Atkinson over the last three weeks, with them being the first to reach out. It is regarding a proforma that they have ready for a 160 unit building with a proposed cost of \$40 million. This could be a potential P3 partnership and Smith Lands could be a location for it. Of the 160 units, 60 would be affordable rent. The next steps would be a formal presentation to the board and an MOU.*

*Hythe Pioneer Homes has had no progression. They were hoping for something at the end of March in terms of feedback. Administration has been in contact with the Province and the Hythe Pioneer board would need a motion to the province to show their interest to amalgamate with Grande Spirit Foundation, which has not been brought forward yet.*

*MD of Greenview and Grande Spirit Foundation administrations met and have proposed an open house for DeBolt on March 14 to talk about the project.*

*The old strategic priorities will be updated and brought to the next board meeting for review.*

*Audrey Cerny entered at 10:38 am.*

**RESOLUTION # 1534 – Moved by D. Joudrey to accept the CAO as amended. CARRIED**

9.2 Portfolio Report

*No questions or concerns regarding the portfolio report. Affordable rent is considered to be 10-30% lower than market rent value.*

*Break at 11:00 am*

*Return at 11:10 am*

**RESOLUTION # 1535 – Moved by J. Chelick to moved into closed session at 11:11 am. CARRIED**

**RESOLUTION # 1536 – Moved by D. Skoworodko to move out of closed session at 12:13 pm. CARRIED**

9.3 Financial Report

*Things are moving along smoothly with COVID funding announced until the end of June 2023. Not other questions or concerns regarding the financial report.*

9.4 Maintenance Report

*Washing machine in Pioneer Lodge has been replaced, this was something identified in the 360 reviews.*

9.5 HR Manager Report

*The manager of Pleasantview Lodge has verbally confirmed that she is retiring in Fall 2023. The Health and Safety Audit Action plan has been included for board review, along with the most recent and final version of the organizational chart. Labour Management Committee had a meeting this month with communication being more opened on the union side ad this is where issues come up before negotiations.*

9.6 Director of Operations Report

*The menu update is going well and just waiting for it to come back from the dietitian. There is a food committee being created, as well as a buying committee that will be beneficial for the new menu. There has been talks in the resident councils that Pleasantview Lodge is getting a new bus and Lakeview residents believe that they should also have their own bus. This is something that needs to be diffused and to let people know that this is not the case in terms of Pleasantview Lodge or Lakeview.*

9.7 Project Manager Report

*No questions or concerns regarding the project manager report.*

9.8 Action Listing

*No questions or concerns regarding the action listing.*

**RESOLUTION # 1537 – Moved by J. Chelick to accept 9.2 to 9.8 as information.**

**CARRIED**

10. ROUND TABLE

11. CLOSED SESSION

**RESOLUTION # 1538 – Moved by D. Joudrey to move into closed session at 12:33 pm.**

**CARRIED**

**RESOLUTION # 1539 – Moved by J. Chelick to move out of closed session at 12:39 pm.**

**CARRIED**

11.1 Partner Organization – Policy Item

11.2 Personnel – Union Relations

**RESOLUTION # 1540 – Moved by E. Garrow to proceed with negotiated payout, as discussed in closed session with funds from Operations Surplus.**

**CARRIED**

12. NEXT MEETING:

12.1 Board Meeting – March 24, 2023

13. ADJOURNMENT: Adjourned at 12:41 pm

---

*Judy Kokotilo-Bekkerus, Board Chair*

---

*Date*

---

*Steve Madden, General Manager*