



GRANDE SPIRIT FOUNDATION BOARD MINUTES
Pleasant View Lodge, Spirit River 9:30 am
Friday September 20, 2024

Present:	Judy Kokotilo-Bekkerus	Town of Beaverlodge
	Jonathan Siggelkow	Town of Sexsmith
	Tom Burton	MD of Greenview
	Denise Skoworodko	Town of Spirit River
	Joanne Chelick	Village of Rycroft
	Albert Poetker	Birch Hills County
	Karen Rosvold	County of Grande Prairie - Virtual
	Alvin Hubert	Saddle Hills County
Absent:	Tony Van Rootselaar	MD of Spirit River
	Tanya Skinner	Town of Wembley
	Chris Thiessen	City of Grande Prairie
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 Management
	Scott McFadyen	Project Manager
	Hilary Head	Administrative Coordinator

1. CALL TO ORDER

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

2. CHANGES AND OR ADDITIONS TO AGENDA

3. APPROVAL OF AGENDA

RESOLUTION # 1794 – Moved by D. Skoworodko to approve the agenda with additions. CARRIED

4. APPROVAL OF MINUTES – August 23, 2024

Birch Hills County is missing from the listing on municipalities and the moment of silence is missing from the start of the meeting.

RESOLUTION # 1795 – Moved by J. Siggelkow to approve the minutes as amended. CARRIED

- September 6, 2024, Special Board Meeting

RESOLUTION #1796 – Moved by A. Poetker to approve the minutes as presented. CARRIED

5. PUBLIC INPUT/PRESENTATIONS

6. REPORTS

6.1. CAO Report

The only item not in the report is the progress with the P3 project or Smith Lands. The lawyers and BA Holdings have reached a good point with USA with some changes made, along with input from CMHC. There will be a building committee meeting in the coming weeks. The land transfer agreement should be made by then. The seed funding application has been submitted with some questions needing to be answered after being submitted. A quick orientation was done with the new board member from Birch Hills County, and we can plan another orientation in January for any board members needing one. Looking at strategic planning for the end of January or early February. The annual general meeting for ASCHA is coming up in October, where they are asking for nominations for open ASCHA board positions.

RESOLUTION # 1797 – Moved by J. Chelick to nominate C. Thiessen for the ASCHA board. CARRIED

CAO Madden attended the topping ceremony for the Kikinow Elders Lodge in Grande Cache. Evergreen Foundation has partnered with the co-operative in the area to help get the project started/ IT will have 12 units and the purpose of the topping ceremony is to celebrate the tallest part of the building. The facility should be ready in early 2025 for occupancy.

RESOLUTION # 1798 – Moved by T. Burton to accept the CAO report as information. CARRIED

6.1.a Grand Opening Committee

6.1.b. Building Committee

The minutes are from the June meeting. There has not been a meeting since August as it is still early on with the USA material and the talks with the old Pleasant View Lodge. The proposer has gotten back to administration, but the building committee should meet before bringing it back to the board. There is currently no agreement in place to sell the property as some work needs to be done before this could be created.

RESOLUTION # 1799 – Moved by J. Chelick to approve adding closed session item 2 to the agenda. CARRIED

6.1.c Policy Committee

6.2. Portfolio Report

There are very low vacancy rates for the lodges except for Pleasant View Lodge. Operations has included some draft waitlist reports for the board to review and determine which would be the best to move forward with. There is also a breakdown in the operations report on the waitlist monthly, but not by municipality. There are some challenges with the reports included as it can become time consuming pulling the information as it is done by hand.

6.3. Finance Report

Finance has gone through all expenditures and found everything from the last two years that would be covered under the CMHC not for profit repair fund. There has been \$2.6 million in capital spent on repairs and such. A simplified listing of total by lodge has been included in the package as there were too many pages to present to the board for each item. Will be looking over the 2025 capital plan and separating it into two, ongoing capital and then one for the working that will be provided from the assessments. The December GST rebate that was filed has been audited and held by CRA. CRA started with a regular auditor and has now been forwarded to a municipal CRA auditor. Still waiting for CRA to determine their ruling as there are two GST payments expected to GSF.

J. Kokotilo-Bekkerus left at 10:25 am

J. Kokotilo-Bekkerus back at 10:27 am

6.3.a. Finance Committee

There have not been any meetings but looking at scheduling one in the next couple of weeks.

6.4. Maintenance Report

The new Director has been hired, John Steward. The maintenance report was included in the package for review. There are two items that did not make it into the report; a hot water tank at Lakeview that let go and will need to be replaced. It is roughly \$26,000 to \$30,000 range. Heritage Lodge has a boiler that will need to repair at a cost of \$11,000. This will end as a future replacement as the parts for the boiler will no longer be available in 2025.

A. Hubert entered at 10:39 am

The hot water tank and the boiler are both at their end-of-life expectancies so this will need to be addressed as a capital item if trying to stay ahead of things. These items could also be covered with reserves, but a future board motion would be needed to transfer from reserves. For now, funds required for these emergencies will come from operations funds.

6.5. Director of Human Resources Report

The report was included in the package with no questions or concerns.

6.6. Director of Operations Report

The survey results have been included in the package. The results are from the latest food survey. Food is always a concern of the residents, so staff are trying to improve that satisfaction rate. There have been OHS inspections happening at the lodges, and any items that have popped up are being addressed very quickly.

6.7. Project Manager Report

The door closers at Pleasant View Lodge are in and everything from the sanitary backup has been repaired, minus the baseboards. The air handling units control changes have been made. The parking lot for the apartments and the lodge will have pavers to finish it before the snow comes. There is nothing new to update on the apartments other than what is in the report. Still waiting on the cost for a two-car garage for the lodge. DeBolt energization was on Tuesday to bring power to the 3 new units. Now working towards occupancy of these units with a verification of completion document needing to be signed and the units will also need to be cleaned before residents can move in.

RESOLUTION # 1800 – Moved by D. Skoworodko to accept report 6.1 to 6.7 as information. CARRIED

6.8. Action Listing

There are two items to be added to the action listing, add swimming lane to the Pleasant View Lodge wish list and a sign about the hair salon at Pleasant View Lodge.

RESOLUTION # 1801 – Moved by A. Hubert to accept the action list with two additional items. CARRIED

Break at 11:17 am

Back at 11:26 am.

7. NEW BUSINESS

7.1 RFD – Bank Account Signors

The finance department is looking to add another signor to the bank account and is looking for the board to approve the additional signor.

RESOLUTION # 1802 – Moved by J. Siggelkow to approve the updated list of ATB account signatories. CARRIED

8. UNFINISHED BUSINESS

8.1 RFD – Spirit River Apartments Telecom

The optic line is sitting outside of the apartment building and if TELUS was the option chosen, there would be a cost of \$50,000 to enter a contract. Canadian Fibre Optic does not need an upfront cost to enter into an agreement. The amount paid to Canadian Fibre would be to lower the monthly cost. Administration is recommending going with Canadian Fire Optic as it is a better cost. Currently Canadian Fibre Optic only offers internet services pending approval from CRTC they will offer TV as well.

The new apartment building doesn't have copper lines coming into the building which means the phone lines will be run over a VOIP system. VOIP phones are easy to purchase for the residents in the apartments.

RESOLUTION # 1803 – Moved by A. Hubert to approve a contract with Canadian Fibre Optics to provide fiber optic service to the Spirit River apartment under construction for residential TV and internet with the upfront cost of \$50,000 and \$65 monthly cost per suite and IPTV services included. CARRIED

9. CORRESPONDENCE

9.1 Friends of the Foundation Harvest Dinner Poster

The event is coming up quickly. There are still tickets left to purchase, and they are still looking for silent auction items.

Break for lunch at 11:52 am

Back from lunch at 12:13 pm

9.2 Birch Hills County Board Appointment

Welcome to the new board member from Birch Hills County, Albert Poetker.

9.3 ASCHA North Zone October Meeting

This is the annual general meeting for the north zone. Those who would like to attend please let the executive assistant know so that registration and hotel bookings can be done.

9.4 Letter from Minister of Health re: Spirit River Deficit

This is a response from the Minister of Health regarding the letter that was sent about the new Pleasant View Lodge deficit. The AHS access agreement was signed on September 16th for Pleasant View Lodge. The housing minister is making an announcement about continuing care in October so will wait until after the announcement before reaching out again.

9.5 Letter to Minister of Seniors, Community and Social Services re: Borrowing

This is a letter to the Minister of Seniors, Community and Social Services asking to borrow for the Smith Lands CMHC application.

9.6 Letter from Minister of Infrastructure, Housing and Communities re: NIF
This is a letter from the Federal Minister letting us know about our applications still in the system and no timeline for review or responses. The applications were for DeBolt and Lakeview landscaping and submitted a couple of years ago.

9.7 Capital Maintenance Renewal Additional Approved Items
The items on the list are additional items that have been approved.

RESOLUTION # 1804 – Moved by A. Hubert to accept 9.1 to 9.7 for information. CARRIED

10. ROUND TABLE

11. CLOSED SESSION

RESOLUTION # 1805 – Moved by J. Chelick to move into closed session at 12:21 pm. CARRIED

11.1 Closed Session Item

11.2 Closed Session Item

RESOLUTION # 1806 – Moved by A. Hubert to move out of closed session at 1:00 pm. CARRIED

12. NEXT MEETING DATE – October 25, 2024

13. ADJOURNMENT: Adjourned at 1:01 pm.

Judy Kokotilo-Bekkerus, Chair

Date

Steve Madden, CAO