



**GRANDE SPIRIT FOUNDATION BOARD MINUTES**  
**New Pleasant View Lodge, 9:30 am**  
**Friday May 24 2024**

Present:	Alvin Hubert	Saddle Hills County
	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
	Joanne Chelick	Village of Rycroft
Administration:	Steve Madden	CAO - Virtual
	Kelsey Edginton	Executive Assistant
	Ryan Mysko	Director of Finance
	Shari Hrehoruk	Director of Operations
	Hilary Head	Administrative Coordinator
Absent	Judy Kokotilo- Bekkerus	Town of Beaverlodge
	Karen Rosvold	County of Grande Prairie
	Tanya Skinner	Town of Wembley
	Tony van Rootselaar	MD of Spirit River
Guests	Burke Atkinson	BA Holdings

1. CALL TO ORDER

*In the absence of the Chair, J. Kokotilo-Bekkerus, Vice Chair, A. Hubert, will chair the meeting.*

*A. Hubert called the meeting to order at 9:37 am.*

2. CHANGES AND OR ADDITIONS TO AGENDA

*Addition of Closed Session 6.1.c USA and 7.1.a PVL Closed Session*

3. APPROVAL OF AGENDA

**RESOLUTION # 1736 – Moved by D. Skoworodko to approve the agenda with changes. CARRIED**

4. APPROVAL OF MINUTES – April 26, 2024

*Some small items noted, grammatical errors, missing words and an unfinished sentence.*

**RESOLUTION # 1737 – Moved by T. Burton to approve the minutes with amendments. CARRIED**

5. PUBLIC INPUT/PRESENTATIONS

6. REPORTS

6.1. CAO Report

*Report is in the package for review. It has been a busy month after the April 20<sup>th</sup> fundraiser and with June 1<sup>st</sup> grand opening approaching, along with the Friends of the Foundation golf tournament on June 14<sup>th</sup>.*

*There are staff that have started working at the new Pleasant View Lodge.*

*GSF administration has talked with the City of Grande Prairie regarding Cedar Point where they are looking at their options. Discussions around their requests were had, with questions coming back to the board. There are some questions from the city, and it sounds like they are looking at running the place themselves. Administration will follow up with the city administration to see where things are at.*

*Birch Hills County would like to meet with administration to go over the requisition increase. They reached out in March GSF administration working with a date later in May that would work for everyone.*

6.1.a Grand Opening Committee

*Held a meeting this week and everything is all lined up and it looks like it will be a great event. C. Thiessen will be the MC of the event, which the event committee is happy about.*

6.1.b. Building Committee

*The items discussed will be covered at today's board meeting. There was a verbal update about the drawings for smith lands, the land transfer and the USA. There was also discussion about the old Pleasantview lodge and the offer that was received from the Town of Spirit River and the MD of Spirit River. They are looking at getting the building for \$1 but with Grande Spirit Foundation taking care of any asbestos in the building.*

6.1.c. USA

**RESOLUTION # 1738 – Moved by C. Thiessen to move into a closed session at 9:54 am. CARRIED**

**RESOLUTION # 1739 – Moved by C. Thiessen to move out of closed session at 10:52 am. CARRIED**

**RESOLUTION # 1740 – Moved by T. Burton to approve the board direct administration to work with the City of Grande Prairie on providing the documents needed to sign the transfer of lands for the Grande Spirit project. CARRIED**

*Break at 10:54 am*

*Back from break at 11:02 am*

6.2. Portfolio Report

*There are 825 on the waitlist. Rent subsidy in the April report was 377. A lot are signing up for the rent supplement program. One unit in DeBolt is going to be vacant at the end of the month. Grande Prairie has gotten busy, so a lot of people are looking for housing.*

**RESOLUTION # 1741 – Moved by C. Thiessen to accept the CAO report as information. CARRIED**

6.3. Finance Report

*The report was included in the package for review.*

6.3.a. Finance Committee

*There have been several attempts to schedule a few meetings, but the quorum has not been met. There was still informal discussion. The next meeting that was scheduled had quorum for a portion of it and then it was lost due to prior commitments of the committee members. Administration is still working on things with the finance committee and the budget document, which will be brought to the board for discussion next month. The meetings have had discussions, but no motions. Instead of wasting time, the committee thought the discussion was worthwhile so that administration could bring back answers to questions that have come up. Two policies were brought to the committee for discussion.*

6.4. Maintenance Report

*The report was included in the package for review. Maintenance has been working at the new Pleasant View Lodge to get furniture put together. There is a lot going on in the background, which is listed in the report. Amisk Court sidewalk was approved for repair and \$100,000 allocated for suite renewals. This money could cover two to four units for renewal. There are no suites determined for renewal at this time, but they are done when residents move out.*

6.5. Director of Human Resources Report

*The report was included in the package for review. It has been a busy month with 10 summer students being hired. There have been a few retirements over the last couple of months with the maintenance admin being the latest. There have been a lot of shifts within staff but having admins in the lodges really helps with succession planning. Staff have been working on KnowB4 IT security training which is going well.*

6.6. Director of Operations Report

*The report was included in the package for review. Operations has been busy getting the new Pleasant View Lodge up and running over the last month. The staff working at the new lodge are doing well with some of the staff being brand new. There are still a couple more inspections needed to get the building ready. June 4<sup>th</sup> is the new move in day for seniors.*

*Private Landlord Rent Supplement program is in a long-term process of being discontinued by the province with the subsidy money being put instead into the Rental Assistance Benefit and Temporary Rental Assistance Benefit. There are no new applicants being signed up for the private landlord program, as they are being signed up for the others.*

6.7. Project Manager Report

*The report was included in the package for review. The FF&E items are included on the first page of the report. These are items for the new Pleasant View Lodge. Have been working with the contractors on the parking lot to get it rolling this summer. The feasibility study is the report on building conditions and that has been started. The biggest challenge right now is with ATCO. There are some questions about the numbers in the report, so administration will get clarification on these. DeBolt has all units on site and on piling with the last two units having skirting. Stairs needed for access will be tendered soon.*

#### 6.8. Action Listing

*No questions or concerns with the action listing.*

**RESOLUTION # 1742– Moved by D. Joudrey to accept 6.2 to 6.8 as information. CARRIED**

### 7. NEW BUSINESS

#### 7.1 RFD – Room Naming at new Pleasant View Lodge

*The names are from the April 20<sup>th</sup> fundraiser where the naming rights were auctioned off. The naming rights agreement has been attached for review. There are no legal issues on the Grande Spirit Foundation side of things. The agreement was created by the legal team and reviewed by a subcommittee. Would prefer to have full names on the plaques that will be on the walls instead of just initials. The list of sponsors was also included in the package. There will be no logos or names on the wall that are not the sponsors name or logo.*

**RESOLUTION # 1743 – Moved by J. Siggelkow to approve the listing of bidders of the room naming rights and to enter a 10-year room naming agreement with the bidders. CARRIED**

#### 7.1.a PVL Closed Session

**RESOLUTION # 1744 – Moved by T. Burton to move into a closed session at 11:46 am**

**RESOLUTION # 1745 – Moved by C. Thiessen to move out of closed session at 12:13 pm**

**RESOLUTION # 1746 – Moved by D. Joudrey to approve that Grande Spirit Foundation provide the old Pleasant View Lodge for \$1 to the proposer, as is where is. CARRIED**

*Break for lunch at 12:15 pm*

*Back from lunch at 1:01 pm*

#### 7.2 RFD – 2024 Business Plan

*The business plan was emailed out separately from the board package. This is just an update to sections again and not a big rewrite of the body of the business plan. June 30<sup>th</sup> is the deadline for all appendices to be sent in that were provided by the province. There will be some changes from this version to the final version that will be brought back in June for approval.*

*The skills matrix has only been part of the business plan for a couple of years, and it shows what strengths our board members have.*

*Appendix C is the financial plan. It was sent out with the 2024 information but missing 2025 as it is still being worked on.*

*Appendix D is the CMR listing that shows everything that is needed for our facilities. The projects that have been completed have been taken off the listing. This will have some minor changes for the final version.*

*Appendix E shows the capital priorities of Grande Spirit Foundation. It shows the province where the funding would come from and the costs. The board asked for Amisk Court priority to be updated, the cost will be higher than what is listed on the sheet. This listing of priorities is not an application to the province, it is a heads up on the projects that are in the works or will be in the works currently.*

*Appendix F is asset transfers requested. These are the properties that Grande Spirit Foundation would like transferred over from the province. There are units in the City of Grande Prairie and units in the Town of Wembley on the list.*

*Appendix G is an oath that there are no environmental concerns with social housing.*

**RESOLUTION # 1747 – Moved by J. Chelick to accept this as information. CARRIED**

#### 7.3 2025 Lodge Budget (Draft)

*This item is on hold as more time is needed before heading back to the board for final approval. Administration is wanting something more refined so that there is something for councils to look at if questions arise.*

**RESOLUTION # 1748 – Moved by J. Chelick to defer this item to the next meeting. CARRIED**

#### 7.4 2023 Annual Report

*This draft version was sent out by email before the meeting. The final version will be brought to the board at the June meeting for final approval.*

**RESOLUTION # 1749 – Moved by D. Joudrey to approve final draft at the next board meeting. CARRIED**

8. UNFINISHED BUSINESS

8.1 RFD – Present Pleasant View Lodge Future

*This was covered under 7.1.a PVL closed session.*

9. CORRESPONDENCE

9.1 2024-2025 Asset Transfers

*This item is for information only. The city properties are the only properties that the province is looking at transfer at this time. These units are listed in the business plan and have previously been listed in the business plan as items for transfer.*

**RESOLUTION # 1750 – Moved by C. Thiessen to accept this letter as information. CARRIED**

9.2 Letter from Birch Hills County re: Affordable Housing

*The seniors' apartments in Wanham and Eaglesham often have high vacancy rates. When this happens, they are often rented out as market rent units. There is a need for more housing in these communities and Birch Hills County has reached out asking if there would be consideration about renovating the units into something that could be used for more than just seniors, converting two one-bedroom units into one two-bedroom unit. These are provincial units and not owned by Grande Spirit Foundation. The board would like to see what the cost would be to renovate these units.*

**RESOLUTION # 1751 – Moved by T. Burton to approve administration to bring back a report with estimated cost to convert a unit. CARRIED**

10. ROUND TABLE

*J. Chelick – there was a walk around with CN in the community to address some concerns with the train tracks.*

*D. Skoworodko – Optic fiber is in; new asphalt is going down in some places in town. There will be a senior's lunch on June 3 at the Centennial Hall.*

*S. Siggelkow – There are some new suites coming to Sexsmith, twenty-three two-bedroom units.*

*D. Joudrey – Birch Hills County will be getting new water and sewer lines in Wanham, along with new paving.*

*T. Burton – June 14<sup>th</sup> is Elder Abuse Day, wear purple. Greenview Community Engagement BBQs are starting this summer with DeBolt on July 9<sup>th</sup> and Grovedale on June 18<sup>th</sup>. Grande Spirit Foundation could have a table to help get information about seniors housing out to the residents.*

*C. Thiessen – Senior's week is starting June 1 to June 10. ASCHA strategic planning in Edmonton is coming up. The city will not be implementing a storm water utility.*

*A. Hubert – There is a demand in Saddle Hills County for smaller pieces of land, so the county is working on how to accommodate this as part of the affordable housing strategy.*

*S. Madden – A volunteer signup sheet has been sent out to councils for the June 1<sup>st</sup> event. All residents of the G5 communities will be getting an invite and schedule in the mail.*

**RESOLUTION # 1752 – Moved by D. Skoworodko to accept this as information. CARRIED**

11. CLOSED SESSION

**RESOLUTION # 1753 – Moved by C. Thiessen to move into closed session at 1:48 pm. CARRIED**

**RESOLUTION # 1754 – Moved by C. Thiessen to move out of closed session at 2:07 pm. CARRIED**

12. NEXT MEETING:

12.1 Board Meeting – June 28, 2024

13. ADJOURNMENT: Adjourned at 2:07 pm

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*Alvin Hubert, Vice Chair*

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*Date*

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*Steve Madden, CAO*