Wetaskiwin & Area Lodge Authority
December 3, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

MINUTES

County of Wetaskiwin	Bill Krahn	Ian Ruskowsky	Barry Clarkson
City of Wetaskiwin	Wayne Neilson	Mike Elder (absent)	
Town of Millet	Kelly Kayfish-Winkler		
The Bethany Group	Carla Beck	Shannon Holtz	Amanda Leckie
	Melodie Stol (recorder)		

1.	Call to Order The meeting was called to order at 9:26 am by Board Chair Barry Clarkson.	
2.	Review of Agenda **WALA 25-12-01**	**MOVED by I. Ruskowsky to approve the December 3, 2025 Agenda as presented. CARRIED**
3.	Orientation Review of the orientation package. Package included the Ministerial Order, Organizational Chart and information. Links to various online resources are imbedded in the document and the Management Body Handbook was included as an attachment. Tours of the lodges will happen in the spring West Pine in May and Peace Hills in June. Orientation items will be discussed in upcoming meetings. Board members will review the materials and send any questions to administration so they can be addressed.	
4.	Approval of Minutes **WALA 25-12-02**	**MOVED by W. Neilson to approve the October 1, 2025 Regular meeting minutes as presented. CARRIED**
5.	Correspondence	
	a.	

6.	Reports	
	a.	Financial Reports – for the 10 months ending October 31, 2025 Review of financial statements and accompanying notes. Reviewed the Statement of Financial position. Peace Hills on budget for rental revenue, West Pine above budget. Hot water tank repair was fully funding by government. On target with utilities and all expense categories under or at budget.
	b.	Occupancy Stats to October 31, 2025 West Pine up to 18 residents. Peace Hills functionally full. Provided the occupancy for all spaces that are owned by The Bethany Group or under their ministerial order for information.
	c.	CAO Report AUPE negotiations were cancelled in November and no new date has been set. Summary of The Bethany Group Faith and Aging Conference held November 7. Staff appreciation event September 18. Staff Benefits Fair October 8. Lodge Events review of the Fall activities. Capital projects update mechanical room (CRC approved) and suite modernization (CRC under review) at West Pine and Nurse Call system (installed in testing phase) and geothermal lines (seeking qualified vendors) at Peace Hills. Approval to replace the therapeutic tub at West Pine has been received. Waitlist information – 24 applicants for Peace Hills and 5 for West Pine Lodge program review information. City of Wetaskiwin housing needs assessment Summary of the ASCHA regional meeting held October 8. AB Munis conference presentation. Menu updates. Menus are developed in a collaborative approach with other lodges, resident feedback and dietician approval. 2025 COR Safety audit
	WALA 25-12-03	**MOVED by W. Neilson to accept the Reports as information. CARRIED**

7.	New Business	
	a.	Budget 2026 Revenue is based on occupancy at previous year averages. LAP grant is based on the 2025 rates. Investment income forecast lower in line with interest rates. Expenses include utilities rate increases noting a 17% increase in electricity with the new contract. This contract is still below market rates. 3% increase in operating and maintenance. Raw food costs increasing. Salaries and benefits anticipating finalization of union negotiations. No change to The Bethany Group management fee. The board discussed the long-term budget forecast and a desire to see smaller incremental increases to the requisition over time instead of larger increases in a single year. The Lodge Rate sheet was reviewed. Recommended increasing the monthly service package fee up $15 dollars to $915. **WALA 25-12-04** **MOVED by W. Neilson to approve the 2026 Lodges budget as amended with requisition to increase to $1,005,000 (a $30,000 increase). CARRIED** **WALA 24-12-05** **MOVED by W. Neilson to approve the 2026 Lodges Rate sheet effective July 1, 2026, with an increase to the service package fee to $915 (from $900). CARRIED**
	b.	Bad Debt Write-Off Reviewed the outstanding rents and charges from previous years. Managers work with tenants, their families or the estate to recover the amounts. Accounts are sent to collections when appropriate. **WALA 25-12-06** **MOVED by I. Ruskowsky to approve the bad debt write-offs totaling $2918.92. CARRIED**
8.	Next Meeting Wednesday February 4 at 9:00am on ZOOM W. Neilson provided regrets for the February meeting.	

Wetaskiwin & Area Lodge Authority
December 3, 2025 @ 9:00am
County of Wetaskiwin Municipal Offices

9.	Adjournment	
	WALA 25-12-06	**MOVED by B. Krahn to adjourn the December 3, 2025 meeting at am. CARRIED**

Barry Clarkson, Board Chair
Wetaskiwin & Area Lodge Authority

February 4, 2026

Date

Carla Beck, CEO
The Bethany Group

February 4, 2026

Date