



THE EVERGREENS FOUNDATION BOARD OF DIRECTORS
 Friday, December 6, 2024
 Regular Board Meeting
 Lobstick Lodge, Jasper

Board Representatives:

Councillor Helen Kelleher-Empy	Chair	Present	Municipality of Jasper
Councillor Winston Delorme	Vice-Chair	Present	MD of Greenview
Councillor Gean Chouinard	Director	Present	Town of Edson
Councillor Phyllis Kobasiuk	Director	Present	Parkland County
Councillor Anthony Giezen	Director	Present	Yellowhead County
Mayor Nicholas Nissen	Director	Present	Town of Hinton

Administration:

Kristen Chambers	Chief Administrative Officer	Present
Leah Sorenson	Executive Assistant	Present
Madonna Popwell	Director Client Services	Present
Shyam Menon	Director Portfolio Management	Present
Leanne Yanitski	Director People & Culture	Present

Item	Content	Action
2.	<p>Call to Order Chair Helen Kelleher-Empy called the Regular Meeting to order at 8:47 am.</p>	
3.	<p>Acceptance of Draft Agenda Motion 059-24 Director Gean Chouinard moved to accept the December 6, 2024 Regular Board Meeting Agenda with the following: ADDITION: Action Item 6. k) Signing Authorities UNANIMOUSLY CARRIED.</p>	
4.	<p>Adoption of Minutes Minutes of September 13, 2024 Board Meeting Motion 060-24 Director Nicholas Nissen moved to approve the September 13, 2024 Regular Board Meeting Minutes as presented. UNANIMOUSLY CARRIED.</p> <p>Minutes of September 30, 2024 Board Meeting Motion 061-24 Director Gean Chouinard moved to approve the September 30, 2024 Special Board Meeting Minutes as presented. UNANIMOUSLY CARRIED.</p>	
5.	<p>Financial Statements Motion 062-24 Director Anthony Giezen moved to approve the July-September 2024 Lodge Program Financial Statements as presented. UNANIMOUSLY CARRIED.</p>	

Motion 063-24

Director Gean Chouinard moved to approve the August-September 2024 Social Housing Program Financial Statements as presented. UNANIMOUSLY CARRIED.

6. **Action Items**

- a) GSS May 2023 Payment

Leah, Leanne and Madonna exit meeting.

Motion 064-24

Director Nicholas Nissen moved to go in Closed Session. UNANIMOUSLY CARRIED.

In at 9:10 am.

Motion 065-24

Director Phyllis Kobasiuk moved to go out of Closed Session. UNANIMOUSLY CARRIED.

Out at 9:35 am

Motion 066-24

Director Nicholas Nissen moved to approve recommendation Option 2 and proceed with negotiation with GSS for an adjustment of the budgeted amounts relative to the 4.04 FTE supportive housing workers during the evacuated days. UNANIMOUSLY CARRIED.

Leah, Leanne, Madonna and Shyam enter meeting.

- b) 2025 Lodge Package Rates

Motion 067-24

Director Anthony Giezen moved to approve to increase service package rates by \$25 per single and \$40 per couple sharing a suite for 2025, effective January 1, 2025 for new residents and July 1, 2025 for current residents. UNANIMOUSLY CARRIED.

- c) Maximum Rents for Senior Self-Contained Apartments

Motion 068-24

Director Gean Chouinard moved to approve to leave maximum basic rents for seniors' self-contained apartments status quo for 2025. UNANIMOUSLY CARRIED.

- d) 2025 ASCHA Membership Renewal

Motion 069-23

Director Phyllis Kobasiuk moved to approve the ASCHA Membership Renewal for 2025. UNANIMOUSLY CARRIED.

- e) Revised Constitution & By-laws

Motion 070-24

Director Nicholas Nissen moved to approve the revised Constitution and By-laws as presented. UNANIMOUSLY CARRIED.

- f) Corporate Events Policy

Motion 071-24

Director Nicholas Nissen moved to approve the Corporate Events policy as amended. UNANIMOUSLY CARRIED.

g) Whistleblower Policy

Motion 072-24

Vice-Chair Winston Delorme moved to approve the Whistleblower policy as presented. UNANIMOUSLY CARRIED.

h) Revised Annual Performance Evaluations Policy

Motion 073-24

Director Nicholas Nissen moved to approve the revised Annual Performance Evaluations policy as amended. UNANIMOUSLY CARRIED.

i) Revised Rental Assistance Benefit Policy

Motion 074-24

Director Gean Chouinard moved to approve the revised Rental Assistance Benefit policy as presented. UNANIMOUSLY CARRIED.

j) Interim Operating Budget

Motion 075-24

Director Nicholas Nissen moved to approve the 2025 Interim Operating Budget as presented. UNANIMOUSLY CARRIED.

k) Signing Authorities

Motion 076-24

Director Phyllis Kobasiuk moved to approve that effective December 16, 2024, Winston Delorme, Helen Kelleher-Empey, Anthony Giezen, Phyllis Kobasiuk, Gean Chouinard, Nicholas Nissen, Kristen Chambers, Jane Wallace, Leanne Yanitski, Madonna Popwell and Maxine Chayka be appointed as signing authorities with Alberta Treasury Branch Financial. Any previous signing authorities who do not appear in this listing are to be deleted. UNANIMOUSLY CARRIED.

7. **Information Item**

a) Lodge Residents Surveys

Motion 077-24

Director Gean Chouinard moved to accept Item 7. a) Lodge Resident Surveys as Information. UNANIMOUSLY CARRIED.

8. **Next Meeting**

9. **Adjournment**

Motion 078-24

Vice-Chair Gean Chouinard moved to adjourn the December 6, 2024 Regular Meeting of The Evergreens Foundation Board of Directors. UNANIMOUSLY CARRIED.

Meeting was adjourned at 10:30 am.

Respectfully submitted:

LSorenson
Leah Sorenson, Executive Assistant

march 21, 2025
Date

Approved:

Helen Kelleher-Empy
Helen Kelleher-Empy, Board Chair

march 21, 2025
Date

APPROVED