



THE EVERGREENS FOUNDATION BOARD OF DIRECTORS  
 Friday, March 21, 2025  
 Regular Board Meeting  
 Zoom

**Board Representatives:**

Councillor Helen Kelleher-Empey	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
Mayor Nicholas Nissen	Director	Present	Town of Hinton
Councillor Anthony Giezen	Director	Present	Yellowhead County

**Administration:**

Kristen Chambers	CAO	Present
Leah Sorenson	Executive Assistant	Present
Shyam Menon	Director, Portfolio Mgmt.	Present
Madonna Popwell	Director, Client Services	Present

**Guest:**

Edna Howard

Item	Content	Action
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1.	<b>Call to Order</b> <i>Chair Helen Kelleher-Empey called the meeting to order at 9:33 am.</i>	
2.	<b>Acceptance of Draft Agenda</b> <b>Motion 004-25</b> <i>Director Gean Chouinard moved to accept the March 21, 2025 Regular Board Meeting Agenda with the following Addition: Action Item 7. c) Meal Package Changes- Lodge Residents</i>	
3.	<b>Adoption of Minutes</b> <b>Minutes of December 6, 2024 Organizational Meeting</b> <b>Motion 005-25</b> <i>Director Phyllis Kobasiuk moved to approve the December 6, 2024 Organizational Meeting minutes as presented. UNANIMOUSLY CARRIED.</i>  <b>Minutes of December 6, 2024 Regular Board Meeting</b> <b>Motion 006-25</b> <i>Director Anthony Giezen moved to approve the December 6, 2024 Regular Board Meeting minutes as presented. UNANIMOUSLY CARRIED.</i>	
4.	<b>Closed Session</b> <b>Motion 007-25</b> <i>Director Phyllis Kobasiuk moved to go into Closed Session.</i>  <b>Motion 008-25</b> <i>Director Gean Chouinard moved to come out of Closed Session.</i>	<i>Leah, Shyam, Madonna exit meeting.            In at 9:35 am</i>  <i>Edna Howard exit meeting.            Out at 10:38 am</i>

	<p><b>Motion 009-25</b>  <i>Vice-Chair Winston Delorme moved to approve to draft a letter as per the terms discussed in Closed Session. UNANIMOUSLY CARRIED.</i></p>	<p><i>Leah and Shyam re-enter meeting</i></p>
5.	<p><b>Financial Statements</b>  <b>Motion 010-25</b>  <i>Director Nicholas Nissen moved to approve the October-December 2024 Lodge Program Financial Statements as presented. UNANIMOUSLY CARRIED.</i></p> <p><b>Motion 011-25</b>  <i>Director Nicholas Nissen moved to approve the October-December Social Housing Program Financial Statements as presented. UNANIMOUSLY CARRIED.</i></p>	
6.	<p><b>Correspondence</b>  a) GOA 2025 Budget Letter</p> <p><b>Motion 012-25</b>  <i>Director Phyllis Kobasiuk moved to accept Items 6. a) as Correspondence. UNANIMOUSLY CARRIED.</i></p>	
7.	<p><b>Action Items</b>  a) 2025 Final Budget</p> <p><b>Motion 013-25</b>  <i>Director Nicholas Nissen moved to approve the 2025 Operating Budget as presented. UNANIMOUSLY CARRIED.</i></p> <p>b) 2025 Capital Requisition</p> <p><b>Motion 014-25</b>  <i>Director Anthony Giezen moved to approve a \$7,000,000 capital requisition for the 2025 budget year. UNANIMOUSLY CARRIED.</i></p> <p>c) Meal Package Changes- Lodge Residents</p> <p><b>Motion 015-25</b>  <i>Vice-Chair Winston Delorme moved to approve removal of the 1 meal package option for lodge residents effective April 1, 2025 for all new residents and July 1, 2026 for all current residents. UNANIMOUSLY CARRIED.</i></p>	
8.	<p><b>Adjournment</b>  <b>Motion 016-25</b>  <i>Director Nicholas Nissen moved to adjourn the March 21, 2025 Regular Meeting of The Evergreens Foundation Board of Directors. UNANIMOUSLY CARRIED.</i></p> <p><i>Meeting was adjourned at 11:41 am.</i></p>	

**Respectfully submitted:**

*L. Sorenson*  
Leah Sorenson, Executive Assistant

*May 22, 2025*  
Date

**Approved:**

*H. Kelleher-Empey*  
Helen Kelleher-Empey, Board Chair

*May 22, 2025*  
Date

APPROVED