

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BATTLE RIVER
FOUNDATION BOARD OF MANAGEMENT HELD IN THE BATTLE RIVER LODGE
CONFERENCE ROOM ON NOVEMBER 20, 2023.**

Members present: Oscar Buck, M.D. of Wainwright
Deanna Jackson, Village of Edgerton
Allan Skinner, Village of Chauvin
Eric Nissen, Village of Irma
Bob Foley, Town of Wainwright
Robin Leighton, M.D. of Wainwright

Also present – Corey Carlson Administrator, and Deb Beare, Assistant Administrator acting as Recording Secretary

CALL TO ORDER: Corey Carlson called the Organizational Meeting to order at 7:00 p.m.

1. ELECTIONS:

Election of Chairperson

Administrator Corey Carlson asked for nominations for the position of Chairperson.

Eric Nissen nominated Deanna Jackson for the position of Chairperson.

Called 2nd time. Oscar Buck nominated Robin Leighton for the position of Chairperson.

Called a third and final time.

2023-102 Bob Foley moved nominations cease. CRD

A vote was held by a show of hands.

Corey Carlson declared Robin Leighton as Chairperson. Robin accepted the position of Chairperson.

Election of Vice Chairperson

Robin Leighton, Chairperson, asked for nominations for the position of Vice Chairperson.

Eric Nissen nominated Deanna Jackson for the position of Vice Chairperson.

Called 2nd time. Called a third and final time.

2023-103 Oscar Buck moved nominations cease. CRD

Deanna Jackson accepted the position of Vice Chairperson.

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2. SIGNING AUTHORITIES:

2023-104 Deanna Jackson moved the signing authority to represent the Foundation regarding financial matters shall remain the same, with two board members, Bob Foley and Robin Leighton, and two from administration, Corey Carlson and Deborah Beare. CRD

3. BANKING INSTITUTION:

2023-105 Oscar Buck moved Wainwright ATB Financial shall remain as the financial institution for the Foundation. CRD

4. AUDITOR:

Per Action Motion 2022-41, Brian King Professional Services will remain as auditor for the 2022, 2023, 2024, and 2025 annual audits. CRD

5. DATE OF MEETING:

2023-106 Allan Skinner moved the regular Board meetings remain the third Monday of each month, beginning at 7:00 p.m. CRD

6. BUILDING AND FINANCE COMMITTEE:

2023-107 Oscar Buck moved that the Board of Management, as a whole, represents the building and finance committee. CRD

7. TRAVEL MILEAGE EXPENSES:

2023-108 Deanna Jackson moved the travel expense rate for staff and board members attending day meetings or conventions remains \$100.00 per day, the rate for meetings or conventions that require an overnight stay remains \$300.00 per day, and the per diem rate for board members remains \$450.00 per day. The mileage expense rate is increased to .68 cents per km. CRD

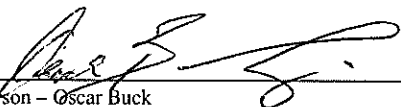
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8. GUEST ROOM & MEAL RATES

2023-109 Eric Nissen moved the rates for guest rooms increase by \$10.00 to \$65.00 for single occupancy, and \$10.00 to \$75.00 for double occupancy. Meal rates are to increase to \$8.00 for breakfast, \$15.00 for dinner, and \$12.00 for supper. Increases to commence January 1, 2024. CRD

ADJOURN:

2023-110 Oscar Buck moved to adjourn the Organizational Meeting at 7:18 p.m. CRD


Chairperson – Oscar Buck


Recording Secretary – Deb Beare

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THE BATTLE RIVER FOUNDATION HELD IN THE BATTLE RIVER LODGE
CONFERENCE ROOM ON NOVEMBER 20, 2023**

Members present: Robin Leighton, M.D. of Wainwright
Deanna Jackson, Village of Edgerton
Eric Nissen, Village of Irma, Alternate
Allan Skinner, Village of Chauvin
Oscar Buck, M.D. of Wainwright
Bob Foley, Town of Wainwright

Also present – Corey Carlson, Administrator and Deb Beare, Assistant Administrator acting as Recording Secretary.

CALL TO ORDER: Robin Leighton, Chairperson, called the meeting to order at 7:18 p.m.

ADDITIONS TO THE AGENDA:

2023-111 Deanna Jackson moved to accept the agenda, with the additions to correspondence, #6 Village of Edgerton Board Representation, #7, Village of Irma Board Representation, and to New Business, #4, Conversation with ICE. CRD

RESIDENT CLUB REPORT – There was no representation from the Resident Club. They made a motion to have their monthly meetings on the second Wednesday of the month to have items to present at the following board meeting.

BUSINESS ARISING OUT OF THE RESIDENT CLUB REPORT: a copy of the Resident Club minutes was requested to be available at the next regular board meeting.

MINUTES OF THE OCTOBER 16, 2023 REGULAR MEETING

2023-112 Eric Nissen moved to accept the minutes of the October 16, 2023 regular board meeting as presented. CRD

CORRESPONDENCE:

1. Town of Wainwright – Board Representation – info only
2. Village of Chauvin – Board Representation – info only
3. ASCHA – Central Region Mtg update – info only
4. ASCHA – AGM – Call for nomination for President – info only
5. RMA Insurance renewal – info only
6. Village of Edgerton – Board Representation – info only
7. Village of Irma – Board Representation – info only

BUSINESS ARISING OUT OF CORRESPONDENCE: none

OLD BUSINESS – Members asked how the program offering meals to FCS clients and seniors in the community was going. We have had good response, with two to four people joining us for meals every second Monday.

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NEW BUSINESS

1. 2024 Rental Rates

2023-113 Oscar Buck moved rental rates for 2024 be increased \$25.00 per month in January, and \$25.00 per month in July. CRD

2. Staff Gift Cards

2023-114 Bob Foley moved to give each staff a \$100 gift card for Christmas. CRD

3. Canada Summer Jobs

2023-115 Oscar Buck moved to make application for funding through Canada Summer Jobs.
CRD

4. ICE Conversation – Eric Nissen asked how to arrange for the seniors to come to the Villages of Irma, Chauvin, and Edgerton to be judges for a fun competition in the communities. Administrator Corey Carlson stated an email could be sent to him requesting this.

REPORTS – Administration / Maintenance / Activities:

2023-116 Deanna Jackson moved to accept the reports as presented. CRD

BUDGET ACTION AND ACTION MOTION LIST: info only

ACCOUNTS PAYABLE:

2023-117 Bob Foley moved the accounts for the month of October 2023 be accepted as presented, in the amount of \$143,470.11, and approved for payment. CRD

FINANCIAL REPORT:

2023-118 Bob Foley moved to accept the financial report as presented. CRD

IN CAMERA: none

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ADJOURNMENT

2023-119 Allan Skinner moved to adjourn the meeting at 7:58 p.m. CRD

NEXT REGULAR MEETING – Monday, December 18, 2023 at 7:00 p.m.

Wage Review Meeting – Monday, December 18, 2023 at 7:00 p.m.

Budget Planning Meeting – Monday, December 18, 2023 at 7:00 p.m.



CHAIRPERSON – Robin Leighton



RECORDING SECRETARY – Deb Beare