

Wainwright, AB  
June 16, 2025

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF MANAGEMENT OF  
THE BATTLE RIVER FOUNDATION HELD IN THE LODGE CONFERENCE ROOM ON  
JUNE 16, 2025.**

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

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 7:00 p.m.

**ADDITIONS TO THE AGENDA:**

2025-61 Allan Skinner moved to accept the agenda as presented.  
CRD

**RESIDENT CLUB REPORT** – as per meeting minutes included in the package.

**BUSINESS ARISING OUT OF THE RESIDENT CLUB REPORT:**

2025-62 Bob Foley moved for administration to obtain quotations for sound suppression panels in the dining room. CRD

**MINUTES OF THE MAY 26, 2025, REGULAR MEETING:**

2025-63 Deanna Jackson moved to accept the minutes of the May 26, 2025, regular Board meeting. CRD

**CORRESPONDENCE:**

1. HMB Operations & Compliance – Operation Review Completed – info only.
2. Minister of Service AB & Minister of Tech & Innovation – Protection of Privacy Act – info only.
3. Wainwright Community Health Foundation – Donation – info only.

**BUSINESS ARISING OUT OF CORRESPONDENCE:** none

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**OLD BUSINESS:**

1. Sound System update – The administration reached out to a contractor who will be here tomorrow to assess our needs for equipment for a suitable PA system.
2. Wi-Fi Update – The signal has been increased and is stronger in most areas. A technician from Oasis Computer Solutions will be here to recommend any needed upgrades.

**NEW BUSINESS:**

1. Policy 4.1-F – Pet Policy

2025-64 Eric Nissen moved to adopt the Pet Policy, 4.1-F. CRD

2. Policy 4.1-G – Bad Debts

2025-65 Oscar Buck moved to adopt the Bad Debts Policy, 4.1-G. CRD

3. Policy 4.0-I – Inventory Control

2025-66 Deanna Jackson moved to adopt the Inventory Control Policy, 4.0-I. CRD

4. Policy 5.8 – Capital Reserves Limit

2025-67 Allan Skinner moved to adopt the Capital Reserves Limit Policy, 5-8. CRD

5. Policy 6.32 – Cyber Security

2025-68 Oscar Buck moved to adopt the Cyber Security Policy, 6.32. CRD

6. Business Plan 2026-2028 Update

2025-69 Bob Foley moved to approve the business plan 2026-2028 update and submit to Alberta Seniors and Housing. CRD

**REPORTS – Administration / Maintenance / Activities:**

2025-70 Deanna Jackson moved to accept reports as presented. CRD

**BUDGET ACTION AND ACTION MOTION LIST: info *only***

**ACCOUNTS PAYABLE:**

2025-71 Eric Nissen moved the accounts for the month of May 2025, in the amount of \$125,392.44, be accepted and approved for payment. CRD

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**FINANCIAL REPORTS:**

2025-72      Oscar Buck moved to accept the financial report as presented.      CRD

**IN CAMERA** - *none*


**WALK ABOUT** – *none*

**ADJOURNMENT:**

2025-73      Allan Skinner moved to adjourn the meeting at 7:40 p.m.      CRD

**NEXT REGULAR MEETING** – Monday, July 21, 2025 @ 7:00 pm in the Battle River Lodge  
Conference Room.

  
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CHAIRPERSON – Robin Leighton

  
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RECORDING SECRETARY – Deborah Beare