

**MINUTES**  
**MARQUIS FOUNDATION BOARD MEETING**  
**PETER DAWSON LODGE, VULCAN AB**  
**MARCH 25<sup>th</sup>, 2025**

**Present:** Kelly Nelson (Chair) Gloria Wiebe (CAO), Laurie Lyckman, Patrick Wiens, Judy Sanderson (Secretary), Jamie Smith; Kevyn Stevenson (Guest),

**Present by Microsoft Teams:** Brad Koch

**Absent with regrets:** Kim Nichols

- 1) **Call to Order:** Kelly Nelson called the meeting to order at 6:00 p.m. Jamie Smith joined the meeting at 6:02 p.m.
- 2) **Guest:** N/A
- 3) **Additions to Agenda:** Added 15.1 – Staff, to Closed Meeting
- 4) **Adoption of Amended Agenda:** Laurie Lyckman – None opposed
- 5) **Approval of Previous Minutes:** Patrick Wiens – None opposed
- 6) **Business arising from Minutes:** N/A
- 7) **Approval of Email Motion Dated February 27, 2025:** Laurie Lyckman – None opposed
- 8) **Business arising from Minutes:** N/A
- 9) **Financial Reports:** Gloria Wiebe presented. Noted under Deficit Funding – have changed the amounts due to the Government changing the surplus funds. This is noted in the Budget Letter. Carry-over must go into the DORF account and will be put in T-Bill Account. Government needs to approve after the Audit, which would be in September. All of this is stated in the Management Handbook. Gloria is planning to do some of the doors at PHS 2 & 3 to spend some of the deficit funds. Brad Koch made a motion to accept as presented. None opposed.
- 10) **Correspondence:**
  - 10.1 – Alberta Seniors, Community and Social Services
  - 10.2 – Inspection ReportJamie Smith made a motion to accept as information – None opposed
- 11) **CAO Report February 2025:** Brad Koch made a motion to accept as info – none opposed

- 12) Director of Resident Care Report December 2024/January 2025:** Brad Koch made a motion to accept as info – None opposed
- 13) Policies: Policy CH 02 SEC 03 SUB 123 (Staff Benefits):** This policy was updated with clarity on Benefits and Claimable Expenses amounts were increased.  
Jamie Smith moved this motion as amended – None opposed
- 14) New Business:**  
**14.1 – Resident Survey 2025 Results:** Laurie Lyckman accepted as information – None opposed  
**14.2 – Milo and Arrowwood SCH:** Consultant Laureen Jensen advised if we have to apply for AHPP again that we should also apply for Milo and Arrowwood SCH.  
Jamie Smith made a motion for the Building Committee to proceed with further investigation to get Milo and Arrowwood SCH – None opposed
- 15) Closed Meeting: Staff – FOIPP Act Section 24**  
Judy Sanderson moved the meeting into Closed at 6:50 p.m.  
Laurie Lyckman moved the meeting out of Closed at 6:52 p.m.
- 16) Motions Coming from a Closed Meeting:** No motion required.
- 17) Next Meeting:** April 29, 2025, at 6:00 p.m., Peter Dawson Lodge and Microsoft Teams
- 18) Adjournment:** Kelly Nelson adjourned the meeting at 6:52 p.m.

---

**CAO – Marquis Foundation**

---

**Chair – Marquis Foundation**