

**Mission Statement**

With respect for cultures and the needs of communities, Northern Lakes College provides quality educational programs and services which enable adults to continue their education, to improve their employment opportunities, and to enhance their quality of life.



**MINUTES**  
**The Board of Governors of Northern Lakes College**

**October 20, 2016**

**10:00 a.m.**

**Slave Lake Campus**

**Present:**

<b>Governors</b>	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Dan Fletcher - <i>Public Member (Vice Chair)</i>	✓
Inier Cardinal – <i>Public Member</i>	✓
Fern Welch - <i>Public Member</i>	✓
Ray Stern - <i>Public Member (Acting Chair)</i>	✓
Shona Hommy - <i>Faculty Association-nominated Member (via teleconference)</i>	✓
Odessa Ptashnyk – <i>Staff Association-nominated Member</i>	✓
Ann Everatt – <i>President and CEO</i>	✓
<b>Staff</b>	
Madeline McVey, <i>Vice President, Academic</i>	
Rob LeSage, <i>Vice President, Corporate Services and Chief Financial Officer</i>	✓
Desiree Judd, <i>Executive Assistant to the Board of Governors and Vice President Corporate Services &amp; CFO</i>	✓
<b>Guests</b>	
Harrison Applin, <i>Dean Health &amp; Human Services</i>	✓
Kathy Reid, <i>Chair, Allied Health</i>	✓
Cherie Friesen, <i>Chair, Resource Technology, Chair, Continuing Education and Corporate Training</i>	✓

## **1. Opening**

**1.1 Confirm Quorum:** Quorum established

**1.2 Call to Order:** The meeting was called to order at 10:02 a.m. by the Chair, Daniel Vandermeulen.

**1.3 Conflict of Interest:** No conflict of Interest

### **1.4 Adoption of Agenda**

#### **Additions:**

**MOTION 006-16/17:** Moved by Ray  
That the agenda for October 20, 2016 be adopted.  
**CARRIED**

## **2. Consent folder**

### **2.1 Acceptance of Minutes**

The August 26, 2016 Minutes were accepted.

**MOTION 007-16/17:** Moved by Dan F  
That the August 26, 2016 Minutes be accepted.  
**CARRIED**

#### **2.1.2 Acceptance of Minutes**

The September 21, 2016 Minutes were accepted.

**MOTION 008-16/17:** Moved by Odessa  
That the September 21, 2016 Minutes be accepted.  
**CARRIED**

## **3. Reports**

### **3.1 Board Chair Report: Daniel Vandermeulen**

The Board Chair report was presented to the Board.

### **3.2 President Report: Ann Everatt**

The President report was presented to the Board.

### **3.3 Risk Management Report: Ann Everatt**

The Risk Management Report was presented to the Board.

#### **4. Committees:**

The Board broke away into committee

#### **5. Lunch**

Harrison Applin presented Fentanyl Awareness & the use of Narcan

#### **6. Business:**

##### **6.1 Audit & Finance Committee Report: Ray Stern**

6.1.2 Financial Statements: Ray read excerpt from Auditor's Report. The consolidated financial statements present fairly, in all material respects, the financial position of Northern Lakes College as at June 30, 2016, and the results of its operations, its remeasurement gains and losses, its changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

**MOTION 009-16/17:** Moved by Ray  
That the Board approve the 2016 Financial Statements.

**CARRIED**

##### **6.2 Programs & Services Committee Report: Dan Fletcher**

Dan presented the Programs & Services Committee report

6.2.1 Power Engineering 4<sup>th</sup> Class  
Cherie Friesen presented this program and explained that changes are necessary because the external certification body ABSA (Alberta Boilers Safety Association) has made changes that all colleges must follow.

**MOTION 010-16/17:** Moved by Dan F  
That the Board approve the changes to the Power Engineering 4<sup>th</sup> Class Program as dictated by the ABSA.

**CARRIED**

6.2.2 Water Waste/Water  
Cherie Friesen presented and explained Revenue Canada requires non-credit programs to be approved by the Board of Governors for GST exemption.

**MOTION 011-16/17:** Moved by Dan F  
That the Board approve the Water Waste/Water non-credit program for approval.

**CARRIED**

### 6.2.3 Board Appointments to Academic Council

Madeline presented the guidelines for appointments to Academic Council and the list of potential members, and briefly explained how appointments are done. Harrison Applin has stepped forward and would like to be appointed as a regular member.

**MOTION 012-16/17:** Moved by Inier Cardinal  
To appoint Harrison Applin as a regular member  
and Ken Kosik as an alternate member to Academic  
Council.

**CARRIED**

### 6.3 Meeting Schedule & Work Plan: Dan Vandermeulen

Ann presented the meeting schedule & work plan for approval.

**MOTION 013-16/17:** Moved by Shona  
That the Board approve the Meeting Schedule &  
Work Plan

**CARRIED**

### 6.4 Annual Report 1<sup>st</sup> reading: Ann Everatt

The President presented the Annual Report for 1<sup>st</sup> reading.

**MOTION 014-16/17:** Moved by Ray  
That the Board approve the Annual Report 1<sup>st</sup>  
reading

**CARRIED**

## 7. Standing Items:

### 7.1 Post Secondary Collaboration Paper

Moved to Next Agenda

### 7.2 Succession Planning Framework

Moved to Next Agenda

### 7.3 Capital Funding Plan

Moved to Next Agenda

### 7.4 Economic Impact

Moved to Next Agenda

## **7.5 BOG Retreat**

Meeting dates for the retreat rescheduled to November 14<sup>th</sup> & 15<sup>th</sup>, 2016.

## **8. Policies:**

### **8.1 FOIP – 1<sup>st</sup> reading**

**MOTION 015-16/17:** Moved by Dan F  
That the Board approve the FOIP Policy 1<sup>st</sup> reading  
**CARRIED**

### **8.2 Travel Expense, Hospitality and Public Disclosure Policy**

**MOTION 016-16/17:** Moved by Ray  
That the Board approve the Travel Expense,  
Hospitality and Public Disclosure Policy  
**CARRIED**

### **8.3 Para-Medicine Invasive Policy 1<sup>st</sup> reading**

**MOTION 017-16/17:** Moved by Dan F  
That the Board approve the Para-Medicine Invasive  
Policy 1<sup>st</sup> reading  
**CARRIED**

### **8.4 Delegation of Authority – Financial Resource Policy**

Item to be presented to the Audit & Finance committee prior to submission to the Board.

### **8.5 College Logo Policy**

**MOTION 018-16/17:** Moved by Fern  
That the Board approve the Logo Policy 1<sup>st</sup> reading  
**CARRIED**

## **8. Next Agenda:**

**8.1 Policy Review**

**8.2 Audit and Finance Committee**

**8.3 Program and Services Committee**

**8.4 Distance delivery presentation**

**8.5 Capital Planning Report – Standing Item**

- 8.6 Succession Planning Report – Standing Item**
- 8.7 Collaboration Paper – Standing Item**
- 8.8 NLC Economic Impact – Standing Item**

## **9. Adjournment**

The meeting adjourned at 5:03 P.M.