

**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**

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**April 20, 2017**  
**9:00 a.m.**  
**Grouard Campus**

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**Present:**

<b>Governors</b>	
Daniel Vandermeulen - <i>Public Member (Chair)</i>	✓
Inier Cardinal – <i>Public Member</i>	X
Fern Welch - <i>Public Member</i>	✓
Ray Stern - <i>Public Member</i>	✓
Shona Hommy - <i>Faculty Association-nominated Member</i>	✓
Edith Mackenzie – <i>Staff Association-nominated Member</i>	✓
Darian Cunningham – <i>Students’ 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>	X
Noreen Tomkins, <i>Executive Assistant to the Vice President Academic, Recording Secretary</i>	
<b>Guests</b>	

**1. Opening**

**1.1 Confirm Quorum:** Quorum established

**1.2 Call to Order:** The meeting was called to order at 10:50 a.m. by the Chair, Daniel Vandermeulen.

**1.3 Conflict of Interest:** No conflict has been declared.

**2. Consent Items:**

**2.1 Adoption of Agenda**

Add to 3.4 Capital Funding Plan: *High Prairie Campus – Future planning*

**MOTION 064-16/17:** Moved by Ray Stern  
That the agenda for April 20, 2017 be adopted.  
**CARRIED**

**2.2 Acceptance of Minutes**

The March 23, 2017 Minutes were accepted.

**MOTION 065-16/17:** Moved by Fern Welch  
That the March 23, 2017 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: Rob LeSage**

The Risk Management Report was presented to the Board.

**3.4 Capital Funding Plan: Rob LeSage**

The Capital Funding Plan was presented to the Board.

**High Prairie Campus – Future Planning**

Ann to write up a communique regarding the High Prairie Campus.

The Board of Governors have endorsed the following:

- A consultant is required for this build as soon as possible.
- NLC not paying for any land.
- NLC not paying for cleaning the land.
- Not duplicating services, we are consolidating three sites.
- High Prairie Campus + One – We need to ensure that we keep money to move the old buildings/trailers to selected campus location.
- NLC to push for end of June 2017 for land selection
- Must have a core modular design.

We need evaluations done on Peavine, Driftpile and Atikameg to determine which campus will get the old trailers/building.

We need to be ready for when the monies are available and have one design we can replicate anywhere. We must be shovel ready.

Darian Cunningham joined the meeting at 11:05 a.m.

### **3.5 Economic Impact: Ann Everatt**

The Economic Impact Report was discussed with the Board.

How do you want to release this information?

<b>Ann</b> to prepare a media release for this report.
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### **3.6 Post Secondary Collaboration: Ann Everatt**

Post-Secondary Collaboration was discussed with the Board

## **4. Committees:**

The Board broke out into committees.

Meeting adjourned for lunch at 11:50

## **5. Presentation:**

## **6. Business:**

### **6.2 Programs and Services Report**

Fern presented the Programs and Services report.

- One program reviewed for recommendation to Board.
- Presentation was done on Trades, Resource Technology and Continuing Education & Corporate Training program area.
  - Has been approved for online delivery for trades with eight (8) seats each trade: carpentry, electrician and welder. Students must labs on site or in the mobile trades lab.
- Student Awards presentation – Cleo Carifelle did a great presentation and would like her to do a presentation to the CCEC.
- Good job done on the Graduate Survey.

#### **6.2.1 Essential Skills for Instructors**

Fern recommended that the Board approve the Essential Skills for Instructors extension certificate.

**MOTION 069-16/17:** Moved by Fern Welch

That the Board approve the Essential Skills for Instructors.

**CARRIED**

### **6.1 Audit and Finance Committee Report**

Ray presented the Audit and Finance Committee Report

**6.1.1 2017/18 Operating Budget 2<sup>nd</sup> reading**

Ray recommended that the Board approve 2<sup>nd</sup> reading of the 2017/18 Operating Budget.

**MOTION 066-16/17:** Moved by Ray Stern  
That the Board approve 2<sup>nd</sup> reading of the 2017/18 Operating Budget.  
**CARRIED**

**6.1.2 2017/18 Capital Budget 2<sup>nd</sup> reading**

Ray recommended that the Board approve 2<sup>nd</sup> reading of the 2017/18 Capital Budget.

**MOTION 067-16/17:** Moved by Ray Stern  
That the Board approve 2<sup>nd</sup> reading of the 2017/18 Capital Budget.  
**CARRIED**

**6.1.3 Renewal of NAIT Lease**

Ray recommended that the Board approve the Renewal of the Peace River Campus NAIT Lease for a five-year term.

**MOTION 068-16/17:** Moved by Ray Stern  
That the Board approve the Peace River Campus NAIT Lease for a five-year term.  
**CARRIED**

**6.3 CIP 2<sup>nd</sup> Reading**

Ann Everatt presented the CIP to the Board for the 2<sup>nd</sup> reading.  
Ann to add 'Career Development' to Goal 5  
Goal 6 – Add all staff to PD  
Take out reference to First Nation students

**MOTION 070-16/17:** Moved by Ray Stern  
That the Board approve 2<sup>nd</sup> reading of the CIP  
**CARRIED**

**7. Policy**

**7.1 Employees Code of Conduct**

Ann presented the Employees Code of Conduct for 3<sup>rd</sup> Reading.

**MOTION 071-16/17:** Moved by Edith Mackenzie  
That the Board approve the 3<sup>rd</sup> reading of the Employees Code of Conduct Policy.  
**CARRIED**

**7.2 Third Party Tenant Signage 2<sup>nd</sup> Reading**

Ann presented the Third Party Tenant Signage Policy for 2<sup>nd</sup> Reading

**MOTION 072-16/17:** Moved by Fern Welch

That the Board approve 2<sup>nd</sup> reading of the Third Party Tenant Signage Policy.

**CARRIED**

**Next Agenda:**

**8.1 Policy Review**

**8.2 Audit and Finance Committee**

**8.3 Program and Services Committee**

**9. In-Camera Session**

**MOTION 073-16/17:** Moved by Ray Stern

That the Board move in camera.

**CARRIED**

The Board moved in camera at 3:18 PM

**MOTION 074-16/17:** Moved by Fern Welch

That the Board move out of camera.

**CARRIED**

The Board moved out of camera at 3:32 PM

The meeting adjourned April 20, 2017 at 3:32 P.M.