



**Northern Lakes College Board of Governors
Public Meeting Minutes**

April 21, 2021
Collaborate

Governors	
Daniel Vandermeulen, <i>Public Member (Chair)</i>	✓
Glenn Mitchell, <i>President & CEO</i>	✓
Ray Stern, <i>Public Member (Vice Chair)</i>	✓
Tim Murphy, <i>Faculty Association Nominated Member</i>	✓
Kyle Paulson, <i>Staff Association Nominated Member</i>	✓
Kayla French, <i>Student Nominated Member</i>	✓
Patrick Meneen, <i>Student Nominated Member</i>	✓
Resource Team	
Faisal Arain, <i>Vice President, Academic</i>	✓
Sergey Semagin, <i>Executive Director, Finance Services</i>	✓
Dana Hynes, <i>Executive Director, Human Resources and Health & Safety</i>	✓
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>	✓
Guests	
Lynette Lambert, <i>President, Northern Lakes College Students Association</i>	✓
Lindsey Orr-Anderson, <i>Treasurer, Northern Lakes College Students Association</i>	✓
Elizabeth Gedcke, <i>Secretary, Northern Lakes College Students Association</i>	✓
Crystal Cardinal, <i>Community and Student Wellness, Northern Lakes College Students Association</i>	✓
Sydney Mansell, <i>Student Advocacy, Northern Lakes College Students Association</i>	✓
Tree Genowish, <i>Business Manager, Northern Lakes College Students Association</i>	✓

1. Opening:

1.1 Call to Order: The April 21, 2021 public meeting of the Board of Governors was called to order at 1:00 p.m. by Chair, Daniel Vandermeulen.

Northern Lakes College respectfully acknowledges that we are located on Treaty 8 territory, and Métis Nation of Alberta Regions 5 and 6, traditional lands of First Nations and Métis Peoples.

1.2 Confirmation of Quorum: Chair, Daniel Vandermeulen roll called for confirmation of quorum. Quorum was established.

2. Consent Items:

2.1 Adoption of Public Meeting Agenda

The April 21, 2021 agenda for the Board of Governors meeting was reviewed.

Motion 056-20/21 That the agenda for the April 21, 2021 public meeting of the Board of Governors be adopted as presented.
Moved by Kyle Paulson
CARRIED

2.2 Conflict of Interest Declaration: Chair, Daniel Vandermeulen called for declaration of conflict of interest. No conflict was declared.

2.3 Approval of Public Meeting Minutes

The March 17, 2021 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 057-20/21 The March 17, 2021 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Kyle Paulson
CARRIED

3. Reports:

3.1 Chairman's Report

The Chairman's Report was presented orally to the Board of Governors by Chair, Daniel Vandermeulen. Highlights include:

- Appointments to the Board of Governors are expected soon
- 50th Year Book
- Budget discussions with the Ministry of Advanced Education
- Meeting with Ministry of Advanced Education
- Meeting with President
- High Prairie Campus Construction Committee meeting

The recent passing of Archie Cunningham, former Board Chair and long-term employee, was shared. Archie Cunningham was a strong advocate for communities and post-secondary education as a whole. Northern Lakes College will be part of his legacy.

3.2 Presidents' Report

The Presidents' Report was presented to the Board of Governors by President Glenn Mitchell. Highlights include:

- Activity Update
- Peace River land acquisition; lease is in development
- Three-year Community Adult Learning Program grant proposal
- Presentation will occur at CIG by staff; Northern Lakes College Supported Distance Learning Model in Unprecedented Times
- Reform of Agencies, Board, and Commissions Compensations Act
- Bill 67 will replace the Apprenticeship and Industry Training Act
- Federal budget; educational components regarding student loan debt and new opportunities

3.3 High Prairie Campus Construction Committee Report

The High Prairie Campus Construction Committee was presented orally to the Board of Governors for information by Daniel Vandermeulen. Highlights include:

- Fire pump installation is underway

3.4 Council of Community Education Committee Report

The Council of Community Education Committee report was presented orally to the Board of Governors for information. The next meeting of the Council of Community Education Committee is scheduled for April 27, 2021. Highlights include:

- Four Achieve courses remaining
- Chief Clarence Louie session was well received

3.5 Risk Management Report

President Glenn Mitchell presented the Risk Management Report orally to the Board of Governors for information. Highlights include:

- Reform of Agencies, Board, and Commissions Compensations Act
 - Introduction of Tier A and Tier B which may pose future issues with recruitment and retention
- COVID-19
- Investment Management Agreement

Discussion was held by the Board of Governors regarding concerns related to the Work Integrated Learning metric being utilized and how this may affect funding.

3.6 Collaborations Report

President Glenn Mitchell provide the Collaborations report orally to the Board of Governors for information. Highlights include:

- Kapawe’no First Nation
- Portage College Memorandum of Agreement
- Town of Drayton Valley; offerings will begin in Fall 2021
- Town of Hinton

3.7 Media, Communications, & External Relations Report

President Glenn Mitchell provided the Media, Communications & External Relations report orally to the Board of Governors for information. Highlights include:

- High Prairie Campus Virtual Open House
 - \$2,000 given in tuition credits
 - 59 applications received for the day of April 14, 2021 with application fee waived
- Convocation and Capping & Pinning
- 2021-2022 Viewbook

Representatives from the Northern Lakes College Students Association joined the meeting of the Board of Governors at 1:15 p.m.

Vice Chair, Ray Stern exited the meeting at 1:16 p.m.

4. Business

4.1 Northern Lakes College Students Association Financial Statements

Representatives from the Northern Lakes College Students Association presented financial statements for the year ending June 30, 2020 to the Board of Governors for information. Highlights include:

- 2019 year saw a deficit
- 2020 fees were increased from \$7.00 to \$8.50 per credit; Trades remains at a \$2.50 credit
- Priorities for 2020-2021 including; bursaries, non-stigma student life events, and new platform technology to stay connect

Board of Governors commended the Northern Lakes College Students Association on their budget stance, the related work involved and the supports provided to the student body.

Representatives from the Northern Lakes College Students Association exited the meeting of the Board of Governors at 1:28 p.m.

4.2 Audit & Finance Committee Report

Chair, Audit & Finance Committee did not provide a summary report as all Governors were present for the Committee meeting.

4.2.1 2021-2022 Budget – Second Reading

Motion 058-20/21 To approve the second reading of the 2021-2022 operating budget as presented to the Board of Governors.
Moved by Tim Murphy
CARRIED

Motion 059-20/21 To approve the second reading of the 2021-2022 capital budget as presented to the Board of Governors.
Moved by Kayla French
CARRIED

4.2.2 Bid Approval – Valleyview Garage

The Valleyview Garage Enclosure Project was previously approved as part of the Building Envelope Grant. Approval of bidder submission is required to proceed with the project.

Motion 060-20/21 To approve the bid for the Valleyview Garage Enclosure Project 2021 for \$287,712 plus GST.
Moved by Kyle Paulson
CARRIED

4.3 Programs & Services Committee Report

Chair, Programs & Services Committee did not provide a summary report as all Governors were present for the Committee meeting.

5. Policies

5.1 Investment of Funds Policy

Executive Director, Finance Services Sergey Semagin spoke to the Investment of Funds Policy minor amendments to include an objective statement and modifications to the policy to ensure reflection of current practices. Reaffirmation and revisions were based on discussion at the January 23, 2020 meeting of the Audit & Finance Committee and in consultation with RBC Phillips, Hager & North Investment Counsel.

Motion 061-20/21 To approve the reaffirmation of the Investment Funds Policy as presented.
Moved by Tim Murphy
CARRIED

6. Next Agenda

The next meeting of the Board of Governors will be held via Collaborate on Wednesday, May 19, 2021. Additions to the standard agenda:

- 2021-2022 Budget – Third & Final Reading
- 2021-2022 Workplan and Schedule

7. Conclusion of Public Meeting

The public meeting of the Board of Governors adjourned April 21, 2021 at 3:12 p.m.