



Northern Lakes College Board of Governors
Meeting Minutes
 June 14, 2023

Governors
Barry Sharkawi, <i>Public, Chair</i>
Dr. Glenn Mitchell, <i>President & CEO, Ex-Officio</i>
Treena Ward, <i>Public</i>
Lucille Labrecque, <i>Public</i>
Kyle Paulson, <i>Staff Association Nominated</i>
Barb Hatch, <i>Public</i>
Nancy Giese, <i>Faculty Association Nominated</i>
Resource Team
Sergey Semagin, <i>Executive Director, Finance Services</i>
Paul Chaulk, <i>Senior Director, Facilities and Ancillary Services</i>
Tracey Solcan, <i>Executive Assistant, President & CEO and Board of Governors</i>
Regrets
Lynette Lambert, <i>Student Nominated</i>
Darrell Ghostkeeper, <i>Public</i>
Lana Daniels, <i>Public, Vice Chair</i>
Travis Sharron, <i>Student Nominated</i>
Ivan Sawan, <i>Public</i>

1. Opening

1.1 Call to Order: The June 14, 2023 public meeting of the Board of Governors was called to order at 10:26 a.m. by Chair Barry Sharkawi.

Northern Lakes College respectfully acknowledges that we are located on Treaty 8 territory, and Métis Nation of Alberta Regions 1, 4, 5, and 6, traditional lands of First Nations and Métis Peoples. We recognize the 15 First Nations and four Métis Settlements located throughout our services region.

1.2 Confirmation of Quorum: Chair Sharkawi roll called for confirmation of quorum. Quorum was established.

2. Consent Items

2.1 Adoption of Public Meeting Agenda

The June 14, 2023 agenda for the Board of Governors meeting was reviewed and adopted with no additions.

Motion 052-22/23 That the agenda for the June 14, 2023 public meeting of the Board of Governors be adopted as presented.
 Moved by Kyle Paulson
 CARRIED

2.2 Conflict of Interest Declaration

Chair Sharkawi called for declaration of conflict of interest. No conflict was declared.

2.3 Approval of Public Meeting Minutes

The April 19, 2023 minutes for the public meeting of the Board of Governors were reviewed for errors or omissions.

Motion 053-22/23 The April 19, 2023 minutes of the public meeting of the Board of Governors be accepted as presented.
Moved by Kyle Paulson
CARRIED

3. Reports

3.1 Chairman

Chair Sharkawi expressed their impression with Convocation and thanks to all the staff involved. Chair Sharkawi had meetings with the President and Executive Assistant.

3.2 President

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

Highlights include:

- New Minister of Advanced Education Rajan Sawhney and Deputy Minister Sherry Wilson
- Two returning MLA's and 3 new MLA's in the College stakeholder region
- Modification to Investment Management Agreement metrics per Ministry request
- Convocation 2023
- Vice President, Academic recruitment process
- Marten Lakes Wilderness Camp safety concerns
- Diamond Willow Family Resort Ltd conditions will be lifted June 16 with possession on July 4
- Slave Lake Campus space and classroom shortage
 - Senior Director, Facilities and Ancillary Services presented information to the Governors related to a potential Slave Lake Campus expansion project

Discussion was held by the Board of Governors regarding submission of an application to expand the Slave Lake Campus.

Motion 054-22/23 To approve the President & CEO to proceed with applications, including but not limited to the WAP grant, to pursue the Slave Lake Campus Expansion Project.
Moved by Nancy Giese
CARRIED

3.3 Risk Management

The Risk Management Report was presented to the Board of Governors by President Glenn Mitchell.

Highlights include:

- Cybersecurity risks and increase in recent threats from bad actors

4. Business

Summary reports from the Audit & Finance Committee and Programs & Services Committee were not presented at the Board of Governors meeting as all Governors in attendance were present for subcommittee meetings.

4.1 Public Sector Compensation Transparency Act

President Glenn Mitchell provided information to the Board of Governors related to the Public Sector Compensation Transparency Act and its application to the Board of Governors. All remuneration paid to Governors between January 1 and December 31, 2022 will be disclosed regardless of threshold. The threshold is \$141,183 and will be posted publicly.

4.2 Terms of Reference

Executive Assistant presented Terms of Reference for the Board of Governors subcommittees to Governors for review; Executive Committee, Audit & Finance Committee and Programs & Services Committee.

Motion 055-22/23 To approve the Terms of Reference for the Board of Governors subcommittees; Executive, Audit & Finance, and Programs & Services, as presented.
Moved by Treena Ward
CARRIED

4.3 Respectful Workplace Policy

President Glenn Mitchell presented the Respectful Workplace Policy to the Board of Governors for reaffirmation. Highlights include:

- Addition of anti-Semitism and discrimination per direction from Ministry of Advanced Education

Motion 056-22/23 To approve the Respectful Workplace Policy as presented.
Moved by Kyle Paulson
CARRIED

4.4 Honoraria Policy

President Glen Mitchell presented the Honoraria Policy to the Board of Governors for reaffirmation. Highlights include:

- Addition to include correct references
- Addition of objective statement
- General housekeeping
- Modification to compensation

Motion 057-22/23 To approve the Honoraria Policy as presented.
Moved by Barb Hatch
CARRIED

4.5 2023-2024 Work Plan

Executive Assistant presented the work plan to the Board of Governors for information. The work plan is developed based on legislative and provincial reporting requirements.

The public meeting of the Board of Governors broke for lunch at 12:00 pm.

The public meeting of the Board of Governors reconvened at 12:34 pm.

4.6 Property Purchase and Disposition

President Glenn Mitchell provided an update to the Board of Governors related to acquisition of the property commonly known as Diamond Willow Family Resort Ltd. President Mitchell reiterated details of the property. Conditions lift June 15, 2023 with a Governor visit scheduled for October 11, 2023. Negotiation process eliminates campground revenue for the 2023 year as it is paid prior to possession and was part of the negotiating process. The list price was \$1,699,000 and was purchased for less than the Board approved amount. Property will be renamed to Northern Lakes College Diamond Willow Learning Centre and Campground.

Senior Director, Facilities and Ancillary Services spoke to upgrades required to bring the facility to College standards; phase 1 and phase 2 projects.

Discussion was held by the Governors regarding

Motion 058-22/23 To approve expenditure of \$334,000, which is remaining funds from the acquisition of Diamond Willow Family Resorts Ltd. The approved funds shall be utilized for upgrades related to the property now recognized as Northern Lakes College Diamond Willow Learning Centre and Campground.
Moved by Barb Hatch
CARRIED

President Glenn Mitchell spoke to a request received from an external party to purchase the buildings located at the Marten Lakes Wilderness Camp from Alberta Treaty 8 Trappers Association. The offer received is \$155,000.00 with \$10,000 refundable deposit. The offer expires November 30, 2023.

Discussion was held by the Governors regarding the College's abilities per legislation to dispose of buildings and land.

Motion 059-22/23 To accept the offer put forth from Alberta Treaty 8 Trappers Association for the purchase of buildings located at Marten Lakes Wilderness Camp.
Moved by Barb Hatch
CARRIED

Sergey & Paul left the meeting 2:20 pm

4.7 In-Camera

Motion 060-22/23 To move the meeting of the Board of Governors in-camera.
Moved by Treena Ward
CARRIED

Motion 061-22/23 To approve the meeting of the Board of Governors to break from in-camera.
Moved by Kyle Paulson
CARRIED

Motion 062-22/23 To approve the President & CEO to communicate with interested parties related to designated property owned by Northern Lakes College.
Moved by Treena Ward
CARRIED

Motion 063-22/23 To approve the performance evaluation of the President & CEO as presented.
Moved by Lucille Labrecque
CARRIED

The public meeting of the Board of Governors adjourned June 14, 2023 at 3:18 p.m.