



**MINUTES OF MEETING:** **BOARD OF GOVERNORS' NO. 559**  
**DATE OF MEETING:** JUNE 8, 2023  
**TIME:** 10:00 A.M.  
**LOCATION:** SHUNIAH BOARD ROOM / MS TEAMS  
**CHAIR:** DARYL SKWORCHINSKI

**MEMBERS OF THE BOARD**

Ed Collins  
Katy Commisso  
Isabel Delaney  
Grace Filice  
Geoff Gillon  
Chris Heikkinen  
Gavin Hemeon  
Kathleen Lynch  
Eveline O'Flaherty  
Dave Paxton  
Daryl Skworchinski  
Kimberly Smith  
Tracie Smith  
Shane Strickland  
Kim Vares

**MEMBERS OF THE STAFF**

Richard Gemmill, Dean – School of Business,  
Hospitality and Vice President – Academic  
Michelle Salo, Chief Operating Officer, and  
Treasurer of the Board  
Jill Symington, Executive Director – Organizational  
Effectiveness  
Miriam Wall, Dean – International Education  
Toni Biniaris, Senior Director – Financial Services  
Garrick Sherman, Manager – Financial Planning,  
Analysis and Risk  
Don Duclos, Registrar  
Barbara Greer, Executive Assistant to the  
President and Secretary to the Board of  
Governors

**REGRETS**

Matt Dupuis  
Tesa Fiddler

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

1.1 Land Acknowledgement

The Board acknowledged that we are in the territory of the Anishinabek peoples of northwestern Ontario. We work and live on the lands of Fort William First Nation who are signatory to the Robinson-Superior Treaty of 1850. We also recognize the Métis communities and Inuit peoples in the area.

As part of the colonial history of Canada, non-Indigenous peoples have derived benefit from what the Royal Commission on Truth and Reconciliation defines as the “cultural genocide” of Indigenous peoples in this country.

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT (Continued)**

1.1 Land Acknowledgement (Continued)

We embrace our role and responsibilities in a national reconciliation process and acknowledge that we are accountable for this tragic history. We at Confederation College pledge to address injustices against Indigenous peoples and to honour our relationships with Indigenous peoples in our community.

**2. APPROVAL OF THE AGENDA AND CONSENT AGENDA**

2.1 Consent Agenda

- 2.1.1 Advisory Committee Appointments
- 2.1.2 Negahneewin Council – April 21, 2023
- 2.1.3 2022/2023 Board Planning Agenda Cycle
- 2.1.4 Board of Governors' Meeting Evaluation – May 10, 2023
- 2.1.5 2022-2023 Annual Report

MOVED BY: Tracie Smith  
SECONDED BY: Geoff Gillon

THAT the agenda as printed, including any additional information and new business and the consent agenda of the Board of Governors' Meeting No. 559, to be held on June 8, 2023, be approved.

CARRIED

**3. DECLARATION OF POTENTIAL CONFLICT OF INTEREST**

There were no declarations of potential conflict of interest.

**4. PRESENTATIONS / EDUCATION**

4.1 Report to the Community

The Report to the Community Microsite was shown at the meeting. A copy of the Report to the Community tent card from the President's Breakfast distributed at the meeting.

4.2 Sustainability Update 2022 - 2023

Robin Gould, Director – Facilities Services was in attendance, gave a presentation relative to the above noted and responded to questions.

A copy of the presentation, was distributed with the agenda, for information.

## 5. CHAIR'S NOTES

The Chair announced the following:

- Introduced Lalith Sekar, 2023 – 2024 Student Governor who was in attendance to observe the meeting
- Convocation was held in Marathon on June 6.
- Thunder Bay Convocations are tomorrow. Thank you to all that volunteered.

## 6. MINUTES OF THE PREVIOUS MEETINGS

### 6.1 Board of Governors

The Minutes of the Board of Governors' Meeting No. 558 held on May 10, 2023, for approval.

MOVED BY: Ed Collins  
SECONDED BY: Kim Smith

THAT the Minutes of the Board of Governors' Meeting No. 558 held on May 10, 2023, be approved.

CARRIED

### 6.2 Business Arising From the Previous Minutes

There is no business arising from the previous minutes.

## 7. ITEMS FOR DECISION

### 7.1 Financial Statements 2022-2023

A copy of the Grant Thornton Report to the Audit Committee – Audit results for Confederation College of Applied Arts and Technology for the year ended March 31, 2023, was distributed with the agenda.

A copy of the Financial Statement and Notes, as of March 31, 2023, were distributed with the agenda.

Report No. 22 - 2023 relative to the requesting approval of the 2022-2023 Internally Restricted Funds.

MOVED BY: Chris Heikkinen  
SECONDED BY: Dave Paxton

THAT with respect to Report No. 22 - 2023, we recommend that we approve the addition to the internally restricted reserves of \$12,013,640, a transfer out of \$176,595 and a reclass \$612,034 between internally restricted reserves, as outlined in Appendix 1.

CARRIED

**7. ITEMS FOR DECISION (Continued)**

7.1 Financial Statements 2022-2023 (Continued)

MOVED BY: Geoff Gillon  
SECONDED BY: Tracie Smith

THAT we approve the Audited Financial Statements for the year ending March 31, 2023, as presented.

CARRIED

7.2 Business Plan 2023/2024

Report No. 24-2023 relative to approving the 2022-2023 Business Plan for submission to the Ministry of Colleges and Universities and access to operating reserves.

Attachment 1: The Business Plan 2023/2024

A presentation was given by Michelle Salo, Chief Operating Officer and Treasurer of the Board, along with Miriam Wall, Dean – International Education and Don Duclos, Registrar. A copy of the presentation was enclosed for information.

Toni Biniaris, Senior Director – Financial Services and Garrick Sherman, Manager – Financial Planning, Analysis and Risk were in attendance to respond to questions.

MOVED BY: Shane Strickland  
SECONDED BY: Chris Heikkinen

THAT with respect to Report No. 24-2023, we recommend that we approve the 2023-2024 Budget and Business Plan, with a budgeted surplus of \$1.5 million.

CARRIED

At 11:10 a.m., Tracie Smith left the meeting.

7.3 EL-5 Financial Matters

Report No. 23-2023 relative to receiving information confirming compliance with EL-5 Financial Matters.

MOVED BY: Ed Collins  
SECONDED BY: Dave Paxton

THAT Report No. 23 - 2023 relative to EL5 – Financial Matters, be approved.

CARRIED

**7. ITEMS FOR DECISION (Continued)**

**7.4 Statement of Investment Policy**

Report No. 26-2023 relative to approving the recommended changes to the Statement of Investment Policy.

MOVED BY: Geoff Gillon  
SECONDED BY: Kim Vares

THAT with respect to Report No. 26-2023, we recommend that we approve the revised Statement of Investment Policy that reflects the new portfolio mix.

CARRIED

**7.5 Enterprise Risk Management Update**

A copy of the Enterprise Risk Management Update, for the Board of Governors, dated June 8, 2023, for information.

At 11:27 a.m., the Board held a recess until 11:40 a.m.

Geoff Gillon did not return to the meeting room.

**7.6 Pharmacy Tech Program**

The Pharmacy Tech Program Executive Summary, for approval.

MOVED BY: Evie O'Flaherty  
SECONDED BY: Katy Commisso

THAT the Pharmacy Tech Program, be approved, as presented.

CARRIED

**7.7 EL-6 – Program Advisory Committees**

Report No. 20-2023 containing a motion relative to the above noted and attaching Program Advisory Committee Listing and Status.

MOVED BY: Ed Collins  
SECONDED BY: Shane Strickland

THAT Report No. 20-2023 relative to EL-6 – Program Advisory Committees, presented to the Board of Governors on June 8, 2023, be approved.

CARRIED

7. **ITEMS FOR DECISION** (Continued)

7.8 Policy Review – June 2023

Report No. 19-2023 relative to reconfirming the Board's Policy EL3 – Communication and Counsel to the Board.

MOVED BY: Kim Vares  
SECONDED BY: Katy Commisso

THAT with respect to Report No. 19 – 2023, we recommend that the following policy be reconfirmed as presented:

- EL-3 Communication and Counsel to the Board.

CARRIED

7.9 Sexual Assault and Sexual Violence Policy

Memorandum from Barbara Greer, Secretary to the Board, dated May 31, 2023, and attaching a copy of the original policy and a draft amended Sexual Violence Sexual Misconduct Policy, for consideration.

MOVED BY: Kim Smith  
SECONDED BY: Grace Filice

THAT with respect to the memorandum from the Secretary to the Board, dated May 31, 2023, we recommend that the Sexual Violence Sexual Misconduct Policy, be approved.

CARRIED

7.10 September Board Meeting and Retreat Date

Memorandum from Barbara Greer, Secretary to the Board, dated June 1, 2023, containing a motion, relative to the above noted.

MOVED BY: Evie O'Flaherty  
SECONDED BY: Dave Paxton

THAT with respect to the memorandum from the Board Secretary, dated June 1, 2023, we recommend that the Board Meeting and Retreat scheduled for September 20, 2023, be cancelled and rescheduled for October 25 and 26, 2023;

AND THAT the October 12, 2023 Board of Governors meeting be cancelled and combined with the Board Meeting to be held on the above dates;

AND THAT the Board Orientation for September 19, 2023, be cancelled and rescheduled at the convenience of the new Student Governor's class schedule.

CARRIED

**7. ITEMS FOR DECISION (Continued)**

7.11 Election of Executive

Memorandum from Daryl Skworchinski, Chair – Nominating Committee, dated June 1, 2023, outlining the process relative to the above noted.

Ed Collins will assume the Chair for the nomination of Chair.

Daryl Skworchinski was the only nominee for the position of Chair. Mr. Skworchinski was asked if he wished his name to stand for the position of Chair and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Chair were closed.

Daryl Skworchinski was acclaimed as Chair of the Board for the year 2023/2024.

Daryl Skworchinski resumed the Chair.

Geoff Gillon was the only nominee for the position of 1<sup>st</sup> Vice Chair. Mr. Gillon had been asked if he wished his name to stand for the position of 1<sup>st</sup> Vice Chair and he had accepted the nomination. Nominations from the floor were called and no further nominations were received. The nominations for the position of 1<sup>st</sup> Vice Chair were closed.

Geoff Gillon was acclaimed as the 1<sup>st</sup> Vice Chair of the Board for the year 2023/2024.

Edmond Collins was the only nominee for the position of 2<sup>nd</sup> Vice Chair. Mr. Collins was asked if he wished his name to stand for the position of 2<sup>nd</sup> Vice Chair and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of 2<sup>nd</sup> Vice Chair were closed.

Edmond Collins was acclaimed as the 2<sup>nd</sup> Vice Chair of the Board for the year 2023/2024.

Eveline O'Flaherty was the only nominee for the position of 1<sup>st</sup> Member-at-Large. Ms. O'Flaherty was asked if she wished her name to stand for the position of 1<sup>st</sup> Member-at-Large and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Member-at-Large were closed.

Eveline O'Flaherty was acclaimed as 1<sup>st</sup> Member-at-Large of the Board for the year 2023/2024.

Kim Vares was the only nominee for the position of 2<sup>nd</sup> Member-at-Large. Ms. Vares was asked if she wished her name to stand for the position of Member-at-Large and the nomination was accepted. Nominations from the floor were called and no further nominations were received. The nominations for the position of Member-at-Large were closed.

Kim Vares was acclaimed as Member-at-Large of the Board for the year 2022/2023.

**7. ITEMS FOR DECISION (Continued)**

7.11 Election of Executive (Continued)

External Governors are reminded that nominations for Committees are coming up in the fall and that all and it is important that we have representation. Please consider if you are interested in sitting on any of the following: Governance, Nominating, Audit or President's Evaluation Committees and contact Barb Greer.

**8. ITEMS FOR INFORMATION**

8.1 Leadership Update

Board Report No. 21-2023, providing a leadership update, was distributed with the agenda.

8.2 Negahneewin Council Update

A written update from Tesa Fiddler, Board Member and Negahneewin Council member was reviewed at the meeting. A copy of the update was emailed to the Board members, following the meeting.

An update was provided on the Indigenous Leadership degree.

8.3 Academic Update

Richard Gemmill, Dean – School of Business, Hospitality and Vice President – Academic gave a verbal update will be provided at the meeting.

8.4 Confederation College Asset Retirement Obligation

Report No. 25-2023 relative to providing information to the Board of Governors relative to the College's adoption of Public Accounting Standard PS3280 – Asset Retirement Obligations, for information.

8.5 2023 Premier Awards Nominee Candidates

A copy of the 2023 Premier Awards Nominee Candidates, for information. Awards are presented at the Higher Education Summit in Toronto in November 2023.

8.6 Mentorship

Memorandum from the Secretary to the Board, dated May 18, 2023, relative to the above noted.

8.7 2023/2024 Board Planning Agenda Cycle

Memorandum from the Secretary of the Board, dated May 18, 2023 attaching the 2023-2024 Board Planning Agenda Cycle, for information.



**8. ITEMS FOR INFORMATION (Continued)**

8.8 Annual Effectiveness Evaluation

The Board of Governors' Annual Effectiveness Evaluation will be distributed electronically following today's meeting. Board members are asked to complete the evaluation by Thursday, June 22, 2023. All completed evaluations are anonymous.

8.9 Recognition of Retiring Governors

Daryl Skworchinski, Chair recognized the following Governor for her dedication and commitment to Confederation College and the Board of Governors upon the completion of her term:

- Isabel Delaney, Student Governor

**9. IN CAMERA**

MOVED BY: Dave Paxton  
SECONDED BY: Katy Commisso

THAT we move into an In Camera meeting to receive information relative to the security of the property of the college and an identifiable individual.

CARRIED

At 12:22 a.m., the Board moved in an In Camera meeting.

At 12:51a.m., the Board resumed open session.

Gavin Hemeon who had joined the meeting via MS Teams, did not return to the meeting.

9.1 Rise and Report

There are no motions from the In Camera meeting.

**10. NEXT MEETING**

The next Board of Governor's Meeting is scheduled to be held on Wednesday, October 25, 2023, followed by a Board Retreat.

**11. EVALUATION AND ADJOURNMENT**

11.1 Evaluation Questions – June 8, 2023

Dave Paxton was assigned as the lead of the Board of Governors' Meeting evaluation. A copy of the evaluation is provided in the agenda for information.

**11. EVALUATION AND ADJOURNMENT (Continued)**

11.2 Assignment of Evaluation Leader – October 12, 2023

Chris Heikkinen was assigned as Evaluation Lead for the October 12, 2023, Board of Governors' Meeting and Retreat.

11.3 Adjournment

MOVED BY: Ed Collins  
SECONDED BY: Dave Paxton

THAT the Board of Governors' Meeting No. 559 held on June 8, 2023, be adjourned at 12:53 p.m.  
CARRIED



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Chair's Signature



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Secretary's Signature