



**MANITOBA INSTITUTE OF
TRADES & TECHNOLOGY**

BOARD OF GOVERNORS MEETING

ZOOM MEETING

OCTOBER 26, 2021

7:30 AM – 9:00 AM

BOARD MEMBERS:	K. Webb (Chair), C. Payne (Vice-Chair), R. Brown, B. Pooles, L. Toupin-Mulvihill, R. Kinley
STAFF:	R. Karasevich (President/CEO), J. Thorsteinson (Board Secretary), J. Lumb (Board Treasurer), N. Cooke, B. Stuart, C. McCorriston (Recorder)
GUESTS:	R. Klassen and A. Davis (Grant Thornton LLP)
REGRETS:	P. Shahi

MINUTES

#	ITEMS	LEAD
1.	CALL TO ORDER	
1.1	Land Acknowledgement "MITT acknowledges that it is on Treaty 1 territory and the traditional territory of Anishinaabeg, Cree, and Dakota Peoples, and the homeland of the Metis Nation."	Chair
1.2	Establishment of Quorum Quorum was met and the meeting was called to order at 7:32 a.m.	Chair
1.3	Declaration of Conflicts No conflicts of interest were declared.	Chair
2.	CONSENT AGENDA BUSINESS	
2.1	Approval of Agenda	Chair
2.2	Committee Meeting Minutes: A. June 15, 2021 (GOV) B. June 15, 2021 (A&F) C. Aug 26, 2021 (EXEC) D. Sept 14, 2021 (EXEC)	Chair
2.3	Approval of Board Meeting Minutes: A. June 22, 2021 (BRD) B. Aug 13, 2021 (BRD)	Chair
2.4	Management Report	Chair

Initials: kw Chair JT Board Secretary

2.5	Enrolment Report	Chair
2.6	President's Expense Report	Chair
2.7	Previous Board Meeting Feedback	Chair
2.8	Board Correspondence	Chair
A.	MB Excellence in Education Awards	Chair
2.9	Chair's Report	Chair
 <u>BRD Motion #23/21-22 (B. Pooles, R. Brown)</u>		 Chair
"That the agenda, including consent agenda business, be approved as presented."		<u>CARRIED</u>

3. BUSINESS ARISING FROM THE MINUTES

3.1 None

4. COMMITTEE REPORTS

4.1	Audit and Finance Committee Report	Chair (A&F) Board Treasurer
A.	Management's Presentation of 2020-21 Financial Results J. Lumb provided a presentation of the 2020-21 financial results.	
B.	2020-21 Auditor's Presentation A. Davis advised that Grant Thornton's examination of MITT's financial statements resulted in an unqualified opinion that the statements accurately present the results of 2020-21.	R. Klassen/A. Davis
C.	2020-21 Audited Financial Statements <u>BRD Motion #24/21-22 (R. Brown, R. Kinley)</u> "That the 2020-21 Audited Financial Statements be approved as presented."	Chair (A&F) <u>CARRIED</u>
D.	Annual Compliance Report J. Lumb shared that all items in the report showed no concerns and MITT is in full compliance.	Board Treasurer
4.2	Governance Committee Report	Chair (GOV) Board Secretary
A.	D-3 Accessibility Policy J. Thorsteinson provided an overview of the updated D-3 Accessibility policy. <u>BRD Motion #25/21-22 (R. Brown, C. Payne)</u> "That the Board approves the D-3 Accessibility policy as presented."	Chair (GOV) <u>CARRIED</u>
B.	2020-2021 Board Evaluation J. Thorsteinson noted that the board evaluation results were positive and will be further reviewed to address recommendations.	Board Secretary
C.	Annual Meeting and Committee Schedule J. Thorsteinson reminded board members that the schedule includes a retreat.	Board Secretary
D.	Annual Whistleblowers' Declaration R. Brown confirmed there were no declarations submitted for 2020-2021.	Chair (GOV)

Initials: *KW* Chair *Jr* Board Secretary

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| E. Sign Conflict of Interest / Board Confidentiality Documents
R. Brown reminded everyone to complete the Conflict of Interest / Board Confidentiality documents. | Chair (GOV) |
| F. Professional Development Discussion
R. Brown led the discussion on professional development opportunities. | Chair (GOV) |

5. NEW BUSINESS

- 5.1 Annual Appointments of Service Providers (auditor, finance, legal, etc.)** Chair
BRD Motion #26/21-22 (B. Pooles, L. Toupin-Mulvihill)
“That the Board approves item 5.1 from A through H representing the MITT annual appointments as presented.” **CARRIED**

- A. Appointment of Solicitors
“That Manitoba Institute of Trades and Technology use the services of Fillmore Riley as its primary solicitor for 2021-22. Further, that MITT may engage additional firms or individuals for specialized services as the need arises.”
- B. Appointment of Banks
“That Manitoba Institute of Trades and Technology use the services of the Toronto Dominion Bank as its primary financial institution, Steinbach Credit Union for its high interest savings account and North Winnipeg Credit Union for its GIC investments for 2021-22.”
- C. Appointment of Auditors
“That Manitoba Institute of Trades and Technology continue with the firm Grant Thornton for audit services specific to 2021-22.”
- D. Re-Appointment of Treasurer
“That Jennifer Lumb, A/Associate Vice-President, Finance & Campus Services, be re-appointed Treasurer to the Governing Board of the Manitoba Institute of Trades and Technology.”
- E. Re-Appointment of Board Secretary
“That Jana Thorsteinson, A/Associate Vice President, External and Corporate Affairs, be re-appointed Secretary to the Governing Board of the Manitoba Institute of Trades and Technology.”
- F. Signing Authorities and Limits
“That Ray Karasevich and Jennifer Lumb are approved as MITT’s signatories for the 2021-22 fiscal year.”

“That the President and CEO of MITT be granted signing authority to a maximum of \$500,000 for individual budgeted expenditures for the 2021-22 fiscal year, subject to limitations codified in MITT’s Act and policy framework.”

Initials: *KW* Chair *JT* Board Secretary

- G. Appointment of Board Vice Chair
"That C. Payne be re-appointed for a one-year term as the Vice Chair of the MITT Board."
- H. Appointment of Board Committee Members
"That R. Brown, C. Payne, and L. Toupin-Mulvihill be re-appointed for one-year terms on the Governance Committee of the MITT Board."

"That B. Pooles, P. Shahi, and R. Kinley be appointed/re-appointed for one-year terms on the Audit and Finance Committee of the MITT Board."

6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

- 6.1 OAG Final Report President/CEO
R. Karasevich shared that MITT was the first post-secondary institution to submit their completed OAG status report.

BRD Motion #27/21-22 (R. Brown, L. Toupin-Mulvihill)

"That the Board approve the OAG Final Report as presented and requests a letter be sent to the Minister acknowledging that we have substantially completed implementation of the OAG recommendations."

CARRIED

- 6.2 Presentation of 5 Year Strategic Plan and Annual Priorities President/CEO
R. Karasevich provided an overview of recent strategic plan updates.

BRD Motion #28/21-22 (R. Kinley, L. Toupin-Mulvihill)

"That the Board approves the substantially completed strategic plan as presented."

CARRIED

7. AGENDA ITEMS FOR NEXT MEETING – Nov 23, 2021

- 7.1 None

8. IN-CAMERA MEETING

- 8.1 **BRD Motion #29/21-22 (B. Pooles, R. Brown)**
"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 8:48 a.m." **CARRIED**
- 8.2 **BRD Motion #30/21-22 (B. Pooles, C. Payne)**
See Recorder for details. **CARRIED**
- 8.3 **BRD Motion #31/21-22 (B. Pooles, C. Payne)**
See Recorder for details. **CARRIED**
- 8.4 **BRD Motion #32/21-22 (R. Brown, L. Toupin-Mulvihill)**
See Recorder for details. **CARRIED**
- 8.5 **BRD Motion #33/21-22 (R. Kinley)**
"That the Committee of the Whole (In-camera) rise and report at 9:15 a.m." **CARRIED**

Initials: kw Chair

JT Board Secretary

9. TERMINATION

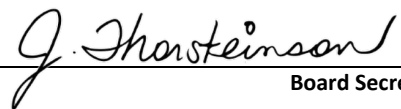
9.1 BRD Motion #34/21-22 (B. Pooles)

"That the Governing Board meeting terminate at 9:15 a.m."

CARRIED



Chair



Board Secretary

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