



MANITOBA INSTITUTE OF TRADES & TECHNOLOGY

BOARD OF GOVERNORS MEETING

DECEMBER 5, 2023

8:00 AM – 9:30 AM

2150 CHEVRIER BLVD – BOARDROOM

BOARD MEMBERS:	K. Webb (Ex-Officio), R. Brown (Vice-Chair), C. Payne, R. Kinley, P. Shahi, K. Atamanchuk,
STAFF:	N. Cooke (President/CEO), J. Thorsteinson (Board Secretary), C. Kelly, B. Stuart, A. Cheyne-Hill (Recorder)
REGRETS:	B. Pooles

AGENDA

#	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, Dakota, Dene 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 8:02 a.m.	Chair
1.3	Declaration of Conflicts No conflicts were declared.	Chair
2.	CONSENT AGENDA BUSINESS	
2.1	Approval of Agenda	Chair
2.2	Committee Meeting Minutes: A. November 27, 2023 (GOV) B. November 27, 2023 (A&F)	
2.3	Approval of Board Meeting Minutes: A. October 24, 2023 (BRD)	Chair
2.4	Management Report N. Cooke shared that the Enhanced Student Experience Plan is in second phase and overview of what third phase will look like. N. Cooke shared that the Digital Strategy Roadmap has completed second phase, updates on the vendor, and what to expect in the third phase. N. Cooke shared that MITT has contacted 8 potential members of the new Indigenous Council. A ToR has been developed, with the first meeting proceeding in January 2024. N. Cooke shared an update on engagement with various Ministers, Deputy Ministers, and Assistant Deputy Ministers.	President/CEO
2.5	N. Cooke shared an update on the search to secure a new VP, Finance and Campus Services. Enrolment Report	Chair
2.6	Board Correspondence A. 2023-11-10 Henlow Campus - Roof & Mechanical Replacement - Final Project Support Letter	Chair

- 2.7 Chair's Report
2.8 Board Action Sheet

Chair
Chair

BRD Motion #36/23-24 (R. Kinley, R. Brown)

"That the agenda, including consent agenda business, be approved as presented"

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- 3.1 None

4. COMMITTEE REPORTS

4.1 Audit and Finance Committee Report

Chair (A&F)

- A. Promissory Note 23/24: Major Addition – New Welding Shop

BRD Motion #37/23-24 (R. Kinley, K. Atamanchuk)

"That the Board approves the request for a Promissory Note in the amount of \$364,100.00 for final project support for the welding shop project".

CARRIED

- B. Promissory Note 23/24: Henlow Campus - Roof & Mechanical replacement, Final Project Support

BRD Motion #38/23-24 (R. Kinley, P. Shahi)

"That the Board approves the request for a Promissory Note in the amount of \$206,500.00 for final project support for the Henlow Campus Roof & Mechanical replacement".

CARRIED

Please note: original motion read, "That the Board approves the request for a Promissory Note in the amount of \$206,588.68 for final project support for the Henlow Campus Roof & Mechanical replacement". The above amendment was approved via email, effective December 10, 2023.

- C. Henlow Classrooms 206 & 210 PTEC Renovation Project

N. Cooke shared the value add of the renovation project to MITT.

BRD Motion #39/23-24 (R. Kinley, P. Shahi)

"That the Board approves the budget cost in the amount of \$982,593.20, less the \$250,000 contribution from Pembina Trails School Division, for Henlow Classrooms 206 & 210 – PTEC Renovation Project".

CARRIED

- D. 609 Erin Street – Lease Renewal (2024)

BRD Motion #40/23-24 (R. Kinley, R. Brown)

"That the Board approves that MITT sign a new lease agreement for the Erin Street Campus with Royal Canadian Properties for a 5 year agreement at \$230,000 per year effective August 1, 2024."

CARRIED

4.2 Governance Committee Report

Chair (GOV)

- A. Sexual Violence Policy Training Plan

J. Thorsteinson shared that rather than doing this training every year, there will be digital training created and stored in the Board Teams channel so it is accessible at any time. Will also be incorporated into Board orientation.

- B. Board Policy Renewal Plan

J. Thorsteinson shared that current document is playing a role of a governance manual in addition to being a policy document. Update will separate the two and clean up what is public facing.

- C. Board of Governors Holiday Event

J. Thorsteinson shared that the Board will meet in January to have a more formal get together.

5. NEW BUSINESS

- 5.1** Child Care Centre Update President/CEO
Meeting is being planned for all PSIs regarding Child Care Centres update before end of December.
Update should include infrastructure, and how funds are being distributed.

6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

- 6.1** Ends PAC Report President/CEO
N. Cooke shared update on each Program Advisory Committees' status. Intent is to have Ends report presented to the Board in December and June.
- 6.2** New Government Updated Plans Board Secretary
J. Thorsteinson shared that Government Staff bios are within the Teams channel. She shared MITT's priorities in Government engagement; Government's priority is Board composition. Potentials for Board representation was discussed. MITT is putting together a Legislative Proposal.

7. AGENDA ITEMS FOR NEXT MEETING

- 7.1** None

8. IN-CAMERA MEETING

- 8.1** BRD Motion #41/23-24 (R. Brown, K. Atamanchuk)
"That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:26 a.m."
- 8.2** BRD Motion #42/23-24 (K. Webb)
"That the Committee of the Whole (In-camera) rise and report at 9:26 a.m."

9. TERMINATION

- 9.1** BRD Motion #43/23-24 (K. Webb)
"That the Governing Board meeting terminate at 9:52 a.m."



Chair



Board Secretary

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