



BOARD OF GOVERNORS MEETING
2150 CHEVRIER BLVD - BOARDROOM
JUNE 25, 2024
8:00 AM – 9:30 AM

BOARD MEMBERS:	K. Webb (Chair), R. Brown (Vice-Chair), C. Payne, R. Kinley, K. Atamanchuk, A. Bajaj, G. Randhawa
STAFF:	N. Cooke (President/CEO), J. Thorsteinson (Board Secretary), C. Laverge (VP Finance and Campus Services), B. Stuart, C. Kelly, N. Dupas (Recorder)
GUESTS:	A. Davis (Grant Thorton)

MINUTES

#	ITEMS	LEAD
1.	CALL TO ORDER	
1.1	Land Acknowledgement “MITT is situated on Treaty 1 land and the traditional territories of the Anishinaabe, Cree, Anisininew, Dakota, and Dene peoples, the homeland of the Red River Métis, and the ancestral lands of the Inuit. We honour the sacredness of these lands and waters and dedicate ourselves to reconciliation and partnership today and in the future.”	Chair
1.2	Establishment of Quorum Quorum was established and the meeting was brought to order at 8:05am.	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. June 17, 2024 (GOV) B. June 18, 2024 (A&F)	Chair
2.3	Approval of Board Meeting Minutes A. February 20, 2024 (BRD) B. May 23, 2024 (SPECIAL BRD)	Chair
2.4	Management Report	Chair
2.5	Enrolment Report	Chair
2.6	Board Correspondence A. 03-01-2024 Letter to Premier Kinew B. 04-10-2024 HUB Insurance Extended Reporting Period C. 04-24-2024 MSBA Response to Requests for Information D. 05-22-2024 Incoming Board Appointments	Chair
2.7	Chair's Report	Chair

Initials: *KW* Chair *JS* Board Secretary

- 2.8 Board Action Sheet
2.9 Committee Appointment E-vote

Chair
Chair

Motion #60/23-24 (approved via e-vote)

“That Kathryn Atamanchuk be removed from the Governance committee and added to the Audit and Finance committee for June 2024.”

CARRIED

BRD Motion #68/23-24 (R. Kinley, A. Bajaj)

“That the agenda, including consent agenda business, be approved as presented.”

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- 3.1 Update on Childcare Centre Projects (Henlow & Pembina) President & CEO
J. Thorsteinson, N. Cooke, and C. Laverge gave an update on the current state of the Childcare centres at both Henlow and Pembina. MITT is waiting to hear back from the Province on next steps.

N. Cooke gave an update on the plans for the Outdoor Indigenous Gathering Space. MITT is working with a consulting company and has received first round concept drawings. A briefing for the board will be brought forward at a future meeting.

- 3.2 IRCC Update President & CEO
N. Cooke gave an update on the current state with IRCC. MITT is preparing to complete two IRCC surveys that will be sent out to all post-secondary institutions across Canada. We have been told the surveys are very data heavy and will have a very quick turnaround deadline. MITT is continuing to monitor enrolment numbers closely.

4. COMMITTEE REPORTS

- 4.1 Audit and Finance Committee Report Chair (A&F)
A. Audit
A. Davis from Grant Thornton joined via Teams to review the upcoming Audit plans. Completed audited financial statements report will be completed for October 2024.
B. Q3 2023-24 Budget Results
C.Laverge reviewed the Q3 2023-24 Budget Results. It was noted that our budget accounts for 100% staff vacancy rates and higher attrition rates than what MITT has, which accounts for higher revenue than anticipated. These numbers will be adjusted in future year budgets for more accuracy.
C. 2025-26 Budget
C.Laverge gave an overview to the board about plans for the 2025-26 budget process.
D. President’s Annual Expense Report
The President’s Annual Expense Report was reviewed.

4.2 Governance Committee Report

Chair (Gov)

A. Board Evaluation

- a. Mid-Year Survey Results
- b. End of Year Survey Kick Off

All evaluation surveys for 2024-25 will be approved at the August 2024 meeting.

B. Board Policy Update

BRD Motion #69/23-24

“That the updated Board Policies be approved as presented.”

Motion not voted on. Postponed to review at the October 2024 meeting.

C. Performance Evaluation of President and CEO Kick Off

Will be discussed in-camera.

D. Board Orientation Updated Materials

All materials have been updated and are accessible in our Teams account.

5. NEW BUSINESS

5.1 Appointment of Treasurer

President & CEO

BRD Motion #70/23-24 (R. Brown, R. Kinley)

“That Cindee Laverge, Vice-President Finance and Campus Services, be appointed Treasurer to the Governing Board of the Manitoba Institute of Trades and Technology.”

CARRIED

6. STRATEGIC/GENERATIVE/DEPARTMENTAL PRESENTATION

6.1 MITT Brand Update

J. Thorsteinson

J. Thorsteinson reviewed the initial plans for the changes for our new MITT brand goals. The plan is to have it rolled out within the next calendar year.

6.2 Annual Program Mix Report

President & CEO

N. Cooke gave an overview of the report completed by himself and C. Kelly. Some of the metrics will evolve for future year reports as we collect better data.

6.3 Program Advisory Committee Bi-Annual Ends Report

President & CEO

N. Cooke reviewed the report and noted that two committees have not met as they had significant staff changes which delayed the meetings.

6.4 Update on MITT 2023-24 Strategic Objectives

President & CEO

The year-end report on MITT's Strategic Objectives for 2023-24 was reviewed. All the priorities set at the beginning of the year have been completed save for one which is on track to be completed within the next 6 months.

7. IN-CAMERA MEETING

7.1 **BRD Motion #71/23-24 (K. Atamanchuk, G. Randhawa)**

“That the Governing Board meeting adjourn to Committee of the Whole (In-Camera) at 9:36am”

CARRIED

7.2 **BRD Motion #72/23-24 (R. Brown, A. Bajaj)**

“That the Committee of the Whole (In-camera) rise and report at 10:05am.”

CARRIED

8. TERMINATION

8.1 **BRD Motion #73/23-24 (C. Payne, R. Kinley)**

“That the Governing Board meeting terminate at 10:05am.”

CARRIED



Chair



Board Secretary

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